

ANNUAL CAMPUS SECURITY POLICY



S A N D I E G O
GLOBAL KNOWLEDGE
U N I V E R S I T Y

EFFECTIVE 2021-2022

Annual Campus Safety and Security Statistics and Security Policies - The Clery Act

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SAN DIEGO GLOBAL KNOWLEDGE UNIVERSITY

Annual Campus Safety and Security Statistics and Security Policies - The Clery Act

I. Introduction

San Diego Global Knowledge University Overview

San Diego Global Knowledge University (“SDGKU”, “University”) is located at 1095 K Street, Suite B San Diego, California, 92101. SDGKU is committed to provide to its students, faculty, and staff with a safe and secure environment in pursuit of their educational goals. The University began participating in Title IV programs and effective October 1, 2021 is required to publicly disclose the Annual Safety and Security Report (ASSR). SDGKU is required to provide an environment that is proactive of the entire campus community.

The Jeanne Clery Disclosure of Campus Security Policy of Campus Crime Statistics Act or Crime Statistics Act (Clery Act) is a federal law that requires institutions of higher education in the United States to disclose campus safety and security information including crime statistics for the campus and surrounding areas. To comply with these regulations, we are providing the information as follows:

- Beginning October 1, 2021, its Annual safety and security report compiled from data collected by the San Diego Police Department Central Division
- Disclosure of SDGKU’s Security Policy; and
- Guidance on prompt crime reporting.

This information is available:

- Electronically on SDGKU’s website; and/or
- In paper form available upon request to an administrative staff and faculty member.

Campus Security Contact Information:

- Dr. Miguel Cardenas Jr. – Chief Academic Officer/Campus Safety Coordinator/Title IX Coordinator mcardenasjr@sdgku.edu
- Tonya Parker-Jones – Chief Compliance Officer tparker@sdgku.edu

II. Annual Security Report

Security Policy

SDGKU prepares this report to comply with the Clery Act. Students, parents, and staff may access this report on the School's website (www.sdgku.edu) in full. A complete copy of this report is also available from the Campus Safety Coordinator, Dr. Miguel A. Cardenas Jr., (619) 934-0797, or by email at mcardenasjr@sdgku.edu.

Campus crime, arrest and referral statistics include those reported to the San Diego Police Department Central Division. Please note that SDGKU has one campus location, with no campus housing. SDGKU does not have a police staff. Local law enforcement has the arresting authority on the SDGKU campuses. Upon written request, SDGKU will disclose to the alleged victim of any crime of violence or non-forcible sex offense, the result of any disciplinary hearing conducted by SDGKU against a student who is the alleged perpetrator of such crime or offense.

Each year, by October 1, SDGKU will compile and disseminate a crime statistics report to the Department of Education. The Campus Safety Coordinator obtains crime statistics from surrounding areas of the SDGKU campus and requests data from the San Diego Police Department Central Division and will be disclosed in the annual crime report.

Newly enrolled students will receive all Consumer Disclosures, including Campus Safety and Security policies and statistics. New staff and faculty members will receive a copy of the policy during their New Hire Orientation.

Annual Security Report Overview

The Annual Safety and Security Report (ASSR) provides information and statistics about the campus safety at SDGKU. Under the federal law, SDGKU must publicly disclose statistics regarding reports of various serious criminal offenses that occur on or adjacent to the campus. The statistics are compiled from local law enforcement authorities and publicizes the information to students, faculty, and staff.

Typically, there are three years of data (2018, 2019, 2020) within this report for specified offences that have occurred on campus or property owned or controlled by the University, including the parking lots. Certain public property, including thoroughfares, stress, sidewalks adjacent to and

accessible from the campus is also included in the report. SDGKU is not required to provide statistics until October 1, 2021, due to its change and instructional modality.

Annual Distribution of ASSR

On October 1st of each year, SDGKU will annually distribute in writing to each student and each employee its Campus Safety and Security Report (ASSR). Students who enroll or employees who are hired after the annual distribution will also receive the ASSR policy.

Pastoral and Professional Counselors

SDGKU does not have pastoral or professional counselors.

Housing

SDGKU does not provide living accommodations as it does not have housing, nor does it have campus security.

Residence Halls and Student Organizations

SDGKU does not maintain residential facilities and does not have any officially recognized student organizations that own or control any off-campus property.

Athletics - EADA Report

SDGKU is a primary distance education University and does not have an athletics department.

Fire Log

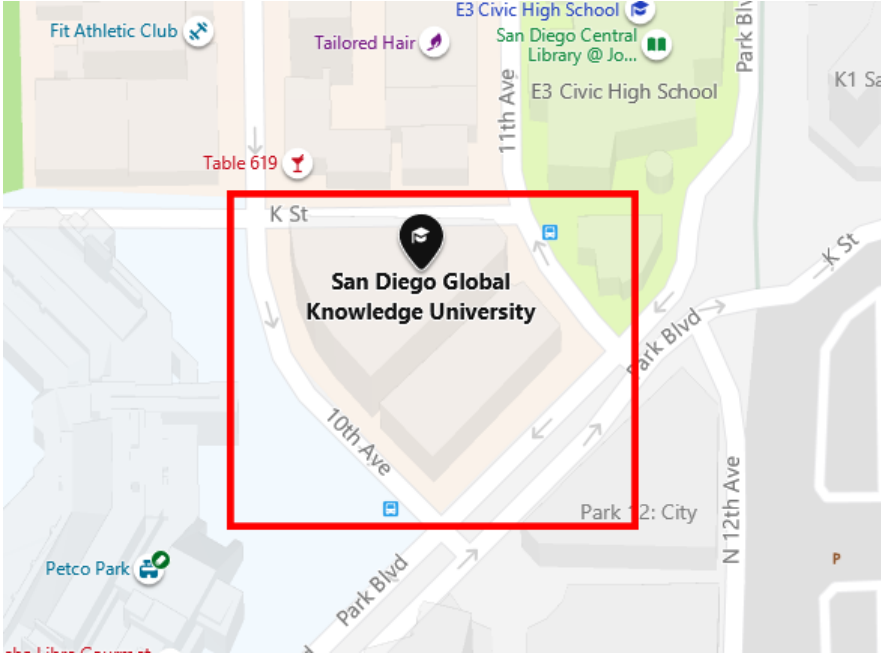
SDGKU does not maintain residential facilities and does not have any official fire log.

Externship Sites and Clinical Facilities

SDGKU does not have externship programs and does not officially recognize student's externship organizations that own or control any off-campus property.

Map with Clery Boundaries and Geography

For Clery geography boundaries purposes, SDGKU is responsible for reporting statistics for crime for its property owned by the University.



Clery Act Statistics

The Clery Act statistics are prepared in consultation with local law enforcement. The compilation of information below is updated in the Department of Education’s database as of October 1, 2021. The 2018 and 2019 statistics were not required due to the modality change.

CRIMINAL OFFENSES - ON CAMPUS

Criminal Offense	2018	2019	2020
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	0	0	0
d. Sex offenses - Non-Forcible	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
e. Robbery	0	0	0
f. Aggravated Robbery	0	0	0
g. Burglary	0	0	0
h. Motor vehicle theft	0	0	0
i. Arson	0	0	0

CRIMINAL OFFENSES - PUBLIC PROPERTY

Criminal Offense	2018	2019	2020
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	0	0	0
d. Sex offenses - Non-Forcible	0	0	1
Incest	0	0	0
Statutory Rape	0	0	0
e. Robbery	0	0	0
f. Aggravated Robbery	0	0	0
g. Burglary	0	8	0
h. Motor vehicle theft	0	0	0
i. Arson	0	0	0

HATE CRIMES - ON CAMPUS 2018

Criminal Offense	2018 Total	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity/ National Origin
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0

b. Negligent	0	0	0	0	0	0	0
c. Sex offenses - Non-Forcible	0	0	0	0	0	0	0
d. Sex Offenses - Non-forcible	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statuary Rape	0	0	0	0	0	0	0
e. Robbery	0	0	0	0	0	0	0
f. Aggravated Assault	0	0	0	0	0	0	0
g. Burglary	0	0	0	0	0	0	0
h. Motor Vehicle Theft	0	0	0	0	0	0	0
i. Arson	0	0	0	0	0	0	0
j. Simple Assault	0	0	0	0	0	0	0
k. Larceny-Theft	0	0	0	0	0	0	0
l. Intimidation	0	0	0	0	0	0	0
m. Destruction/ damage/ vandalism of property	0	0	0	0	0	0	0

HATE CRIMES - ON CAMPUS 2019

Criminal Offense	2019 Total	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity/National Origin
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0
b. Negligent	0	0	0	0	0	0	0
c. Sex offenses - Non-Forcible	0	0	0	0	0	0	0
d. Sex Offenses - Non-forcible	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statuary Rape	0	0	0	0	0	0	0
e. Robbery	0	0	0	0	0	0	0
f. Aggravated Assault	0	0	0	0	0	0	0
g. Burglary	0	0	0	0	0	0	0
h. Motor Vehicle Theft	0	0	0	0	0	0	0
i. Arson	0	0	0	0	0	0	0
j. Simple Assault	0	0	0	0	0	0	0

k. Larceny-Theft	0	0	0	0	0	0	0
l. Intimidation	0	0	0	0	0	0	0
m. Destruction/ damage/ vandalism of property	0	0	0	0	0	0	0

HATE CRIMES - ON CAMPUS 2020

Criminal Offense	2020 Total	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity/National Origin
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0
b. Negligent	0	0	0	0	0	0	0
c. Sex offenses - Non-Forcible	0	0	0	0	0	0	0
d. Sex Offenses - Non-forcible	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statuary Rape	0	0	0	0	0	0	0
e. Robbery	0	0	0	0	0	0	0
f. Aggravated Assault	0	0	0	0	0	0	0

g. Burglary	0	0	0	0	0	0	0
h. Motor Vehicle Theft	0	0	0	0	0	0	0
i. Arson	0	0	0	0	0	0	0
j. Simple Assault	0	0	0	0	0	0	0
k. Larceny-Theft	0	0	0	0	0	0	0
l. Intimidation	0	0	0	0	0	0	0
m. Destruction/damage/vandalism of property	0	0	0	0	0	0	0

HATE CRIMES - PUBLIC PROPERTY 2018

Criminal Offense	2018 Total	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity/National Origin
a. Murder/Non-negligent-manslaughter	0	0	0	0	0	0	0
b. Negligent	0	0	0	0	0	0	0

c. Sex offenses - Non-Forcible	0	0	0	0	0	0	0
d. Sex Offenses - Non-forcible	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statuary Rape	0	0	0	0	0	0	0
e. Robbery	0	0	0	0	0	0	0
f. Aggravated Assault	0	0	0	0	0	0	0
g. Burglary	0	0	0	0	0	0	0
h. Motor Vehicle Theft	0	0	0	0	0	0	0
i. Arson	0	0	0	0	0	0	0
j. Simple Assault	0	0	0	0	0	0	0
k. Larceny-Theft	0	0	0	0	0	0	0
l. Intimidation	0	0	0	0	0	0	0
m. Destruction/damage/vandalism of property	0	0	0	0	0	0	0

HATE CRIMES - PUBLIC PROPERTY 2019

Criminal Offense	2019 Total	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity/National Origin
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0
b. Negligent	0	0	0	0	0	0	0
c. Sex offenses - Non-Forcible	0	0	0	0	0	0	0
d. Sex Offenses - Non-forcible	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0
e. Robbery	0	0	0	0	0	0	0
f. Aggravated Assault	0	0	0	0	0	0	0
g. Burglary	0	0	0	0	0	0	0
h. Motor Vehicle Theft	0	0	0	0	0	0	0
i. Arson	0	0	0	0	0	0	0
j. Simple Assault	0	0	0	0	0	0	0
k. Larceny-Theft	0	0	0	0	0	0	0

l. Intimidation	0	0	0	0	0	0	0
m. Destruction/ damage/ vandalism of property	0	0	0	0	0	0	0

HATE CRIMES - PUBLIC PROPERTY 2020

Criminal Offense	2020 Total	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity/National Origin
a. Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0
b. Negligent	0	0	0	0	0	0	0
c. Sex offenses - Non-Forcible	0	0	0	0	0	0	0
d. Sex Offenses - Non-forcible	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0
e. Robbery	0	0	0	0	0	0	0
f. Aggravated Assault	0	0	0	0	0	0	0
g. Burglary	0	0	0	0	0	0	0

h. Motor Vehicle Theft	0	0	0	0	0	0	0
i. Arson	0	0	0	0	0	0	0
j. Simple Assault	0	0	0	0	0	0	0
k. Larceny-Theft	0	0	0	0	0	0	0
l. Intimidation	0	0	0	0	0	0	0
m. Destruction/damage/vandalism of property	0	0	0	0	0	0	0

VAWA OFFENSES - ON CAMPUS

Crime	2018 Total	2019 Total	2020 Total
a. Domestic Violence	0	0	0
b. Dating Violence	0	0	0
c. Stalking	0	0	0

VAWA OFFENSES - PUBLIC PROPERTY

Crime	2018 Total	2019 Total	2020 Total
a. Domestic Violence	0	0	0
b. Dating Violence	0	0	0

c. Stalking	0	0	0
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ARRESTS - ON CAMPUS

Crime	2018 Total	2019 Total	2020 Total
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	1

ARRESTS - PUBLIC PROPERTY

Crime	2018 Total	2019 Total	2020 Total
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0

DISCIPLINARY ACTIONS - ON CAMPUS

Crime	2018 Total	2019 Total	2020 Total
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0

c. Liquor law violations	0	0	0
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DISCIPLINARY ACTIONS - PUBLIC PROPERTY

Crime	2018 Total	2019 Total	2020 Total
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0

UNFOUNDED CRIMES

Crime	2018 Total	2019 Total	2020 Total
a. Total unfounded crimes	0	0	0

III. Timely Warning and Emergency Notification

Timely Warning

Students and employees are encouraged to accurately report all criminal acts, suspicious activities, or emergencies promptly to school personnel and appropriate law enforcement agencies when the victim of a crime elects not to or is unable to make such a report. Reports can be filed on a voluntary and confidential basis for inclusion in the annual disclosure of crime statistics by contacting Dr. Miguel Cardenas Jr. mcardenasjr@sdgku.edu. They will issue a timely warning to the University community for Clery Act crimes against persons and property or

dangers that occur on-campus or immediately adjacent to the campus. An assessment will determine based on the situation the need for campus notification. SDGKU will issue warnings through email, text message, and/or phone.

Hate Crimes

SDGKU does not condone violence or hate crimes of any kind. SDGKU strives to safeguard the rights of American citizens that are mandated by the U.S. Constitution, regardless of ethnicity, national origin, religion, gender, sexual identity, disability and political or religious beliefs.

Reporting Campus Incidences and Crimes

SDGKU urges its students, faculty, and staff to report all crimes and emergencies as promptly as possible. When an emergency or imminent threat occurs to a person's safety call 911.

SDGKU has no campus security personnel. Therefore, SDGKU is dependent on the San Diego Police Department Central Division for security. If you are a student, report all crimes you know about to the San Diego Police Department Central Division at (619) 744-9500 and to SDGKU onsite staff members.

You must determine if this is an emergency, the San Diego Police Department Central Division should be contacted at (619) 744-9500, and a report should be made to the appropriate authorities. Any suspicious person or activity in or around the campus should be reported immediately to one of the following authorities listed below. To report emergencies, call 911.

Report non-emergencies on the non-emergency line at or in person:

San Diego Police Department Central Division at (619) 744-9500.

Dr. Miguel A. Cardenas Jr. – Chief Academic Officer/ Campus Safety Coordinator/Title IX Coordinator at (619) 934-0797

Tonya Parker-Jones – Chief Compliance Officer (619) 934-0797

Campus Law Enforcement

SDGKU does not have campus security. Therefore, all crimes are referred to the San Diego Police Department Central Division. SDGKU does not have a written Memorandum of Understanding (MOU) with the San Diego Police Department Central Division.

IV. The Daily Crime Log

SDGKU maintains a Crime Log that is publicly available for review by a request of the Chief Academic Officer/Campus Safety Coordinator, Title IX Coordinator, Dr. Miguel Cardenas Jr. or Chief Compliance Officer, Tonya Parker-Jones. The Crime Log is updated to include offenses within two days of the report of an offense. The log is available for review during business hours at the campus. In addition to disclosing information about the number of reports specified Clery Act offenses, key topics addressed in the Report include, but is not limited to,

- A description of the emergency response and timely warning and notification process for emergencies and ongoing threats that pose an immediate and ongoing threat to students.
- Definitions of specified criminal offenses under state and federal law.
- Descriptions of SDGKU's alcohol and drug policies.
- Description of SDGKU's sexual misconduct policies and procedures
- Description of prohibited items.
- Summary of SDGKU's ongoing sexual harassment, sexual and relationship violence training, and prevention programming.
- Description of a variety of safety-oriented policies, procedures, training, and prevention programming.

V. Emergency Response/Evacuation

Confirmation of an Emergency

SDGKU will ensure emergency and response evacuation procedures are communicated to the SDGKU Community. Emergency or dangerous situations involving an immediate threat to the health or safety of students or employees occurring on the campus will first be confirmed by the Campus Safety Coordinator. They will make an assessment of the situation and make a

determination of whether the threat is credible. In either case, all students and employees are well informed they will be notified of the emergency regardless of its credibility.

Notification

Consistent with federally mandated procedures, SDGKU will immediately determine the content of a notification and notify the campus community when there is a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees, on campus.

If the above conditions apply, Dr. Miguel Cardenas Jr. and/or Tonya Parker-Jones will send any emergency notification. At times, the community members in the immediate area of the dangerous situation will receive notification first. Students will also be provided emergency alerts by phone, email, and text message alerts.

Emergency Procedures

In the event of emergency, fire, evacuation, or inclement weather, students, and employees are alerted by a verbal, text, or email announcement from a SDGKU staff member.

Emergency Response Plan

SDGKU's Emergency Response Plan includes information about the incident team, operating status parameters, incident priorities and performance expectation, shelter-in-place and evaluation guidelines, and locates contingency and continuity planning requirements. Collectively all faculty and staff are responsible for developing contingency plans and continuity of operations plans for their areas of responsibility.

Guidelines in case of an emergency are as follows:

- In the event of fire or other emergency requiring evacuation of the facility, all students and employees shall evacuate immediately following direction from an administrative staff member.
- In event of emergency, students, guests, and employees shall evacuate by means of the nearest available marked exit.
- Portable fire extinguishers are provided in the workplace for employee use. In the event fire, any employee may use extinguishers to attempt to extinguish the fire before evacuating.

- In the event of emergency, the following employees are to remain in the workplace to shut down or monitor critical operations before they evacuate: The President and/or designated office personnel.
- After an emergency evacuation, students and employees are to gather in the following location: near the dumpster in the back parking lot. Faculty must take attendance by completing roll calls.
- After an emergency evacuation, the procedure for accounting all students and employees is: All employees check-in with their direct supervisor, all student's check-in with the educator they were assigned to when they evacuated the building.
- In the event of an emergency (medical, fire, or other), please call 9-1-1.
- First Aid kits are available in the classroom, administrative office, and dispensary. They are replenished periodically by the staff. If you have hurt yourself or witnessed an accident, please immediately notify a staff member.

Responsible Employees /Organization in an Emergency

SDGKU has designated the following employees to coordinate the organization in an emergency:

Dr. Miquel Cardenas Jr. – Chief Academic Officer/ Campus Safety Security Coordinator/Title IX

Tonya Parker-Jones – Chief Compliance Officer

Annual Emergency Notification and Evacuation Drill

SDGKU's Emergency Response Plan includes information about fire, immediate threats on-campus, including an active shooter. The objectives are to minimize the risk to uninvolved students, faculty, and staff, clear the area and assist local authorities. A designated staff member on campus staff member will communicate to students, faculty, and staff to evacuate through the designated exits in a calm and orderly fashion.

- Date of most recent Annual Test: _____
- Time Elapsed: _____
- Announced or Unannounced Test: _____

Additional Security Tips

Employee Safety

All Employees shall be required to:

- Keep all unsupervised and unoccupied areas locked at all times.
- Routinely check the alarm system and security lighting to ensure their operational effectiveness.
- Ensure all security contacts are on site during building hours for students.

Personal Safety

Prevention is the best protection against crime.

- Do not dismiss suspicious people or situations.
- Do not put yourself in harm's way: avoid dangerous situations.
- Lock your car doors.
- Use common sense.
- Do not walk alone at night; stay in well-lit areas.
- Park your vehicle in well-lit areas and lock doors.
- Keep valuables out of sight; do not tempt a thief.
- Do not give out your keys as they can be copied.
- Report all crimes and suspicious acts to the authorities.

Things to do to reduce your Risk

- Lock doors.
- Avoid out of the way places.
- Vary your routine.

- Learn about people before becoming friendly.
- Watch alcohol intake.
- Leave lights on in rooms.
- Have your own transportation or use public transportation.

Auto Theft Prevention

- Always lock your car, even if leaving it for a short time.
- Do not leave keys hidden inside or outside the vehicle.
- Completely roll up all windows.
- Park as close to the destination building as possible.
- Park in a well-lit, attended parking garage whenever possible.
- When parking in a public lot, never tell anyone how long you will be gone. If a key must be with an attendant, only leave the ignition key.
- Do not leave valuables in the car. Lock them in the trunk.
- Do not leave credit cards, checkbooks, or legal papers in the car.
- Do not attach address information to your key ring. If it is lost or stolen, it could lead thieves directly to your home.

VI. Missing Student Notification Policy

SDGKU does not provide on-campus student housing, therefore does not have a missing student notification procedure for students who reside in on-campus housing in this annual security report.

VII. Dating Violence, Domestic Violence, Sexual Assault, and Stalking Prevention

It is the policy of SDGKU to immediately report any sexually related offenses to the San Diego Police Department Central Division, whether committed on or off campus. It is imperative that victims of any kind of sexual offense immediately report the crime to a staff member and/or the San Diego Police Department Central Division. It is also important to preserve all evidence (i.e., clothing, objects, and any biological evidence) that may be related to the criminal offense. When sexual assaults are committed off campus, persons are encouraged to report the crime to the appropriate law enforcement agency, but a student may elect, instead to report the sexual assault to a SDGKU staff member. Any assault perpetrated will be immediately reported to the San Diego Police Department Central Division.

What to do if you are a victim of sexual assault:

- Tell the first person you see and point out the attacker, if possible.
- Do not shower or bathe.
- Report the assault to the police.
- Remember all you can about the attacker, including age, height, weight, race, color of eyes, hair, clothes, complexion traits, voice characteristics, scent. etc.

Bystander Intervention

Individuals may find themselves witness to behaviors or situations in which there is a safe and positive opportunity to assist in preventing an act of dating violence, domestic violence, sexual assault, or stalking. When these situations arise, and bystanders can safely and positively intervene or assist, we encourage them to do so by acting as Upstanders. Through the activation of Upstander behavior, the SDGKU community seeks to foster a belief in shared accountability for each other and in assisting those that need help. However, oftentimes we may not know what we as bystanders can do to become Upstanders.

For more information on bystander intervention, please visit the following helpful resources:

- Step UP!, a bystander intervention program - <http://stepupprogram.org/>
- The National Sexual Violence Resource Center <https://www.nsvrc.org/bystander-intervention-resources>
- No more <https://nomore.org/learn/>

Risk Reduction Information

In accordance with CFR 668.46, risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims to promote safety and to help individuals and communities address conditions that facilitate violence.

SDGKU has identified risk reductions as advice on staying safe. They are suggestions and practices designed to assist any person in creating a safer personal environment for themselves based on what they feel is individually necessary.

Know your resources. Know who to contact in cases of emergencies, cases of confidential reporting, and in response to incidents of sexual assault. Always resort to dialing 9-1-1 in the case of an emergency.

Be secure. Always lock your doors and secure your belongings.

Have a backup plan. What happens if you are out and your phone dies or you lose your wallet? A little bit of pre-planning will help you be prepared for many eventualities.

Protect your drink. While good for your own health, knowing what you are consuming prevents those who might tamper with your drink from doing so. Always keep your drink near you.

Preventing Sex Offenses and Educational Programs to Promote the Awareness of Rape, Acquaintance Rape and Other Forcible and Non-Forcible Sex Offenses

SDGKU is committed to providing effective programming to all students, faculty and staff that focuses on education, training and raising awareness of sexual misconduct. These programs are intended to help prevent dating violence, domestic violence, sexual assault, and stalking. The programs also consider cultural needs and relevance, and it evaluates environmental risk and protective factors as they occur on the individual, relations, institutional, community and societal levels.

VIII. Procedures for Institutional Disciplinary Action in Cases of Alleged Dating Violence, Domestic Violence, Sexual Assault, or Stalking

Disciplinary Action for Sex Offense Convictions

If a student or staff member is convicted of a sexual offense, regardless of whether or not the action took place on campus, said individual may be subject to disciplinary actions taken by SDGKU. Any student or staff member may be subject to sanction leading up to or including termination if convicted of any sex offense, including rape, acquaintance rape or any other forcible or non-forcible sex offenses. Both the accuser and accused will be informed of the outcome of any institutional sanction. Additionally, both the accuser and the accused are entitled to have others present during a disciplinary proceeding. Should any amendments in academic arrangements be desired, please contact the following University officials:

- *Dr. Miquel A. Cardenas Jr. – Chief Academic Officer/Campus Safety Coordinator/Title IX Coordinator*
- *Tonya Parker-Jones – Chief Compliance Officer*

Confidentiality

Any report of sexual assault will be kept in strictest confidence by SDGKU. Once an assault has been reported and all essential assistance has been rendered, the matter will be turned over to the Title IX Coordinator. The Title IX Coordinator shall have sole access to the file, which will include information about events that have occurred and all future action that transpires. To assure confidentiality for the victim, all procedures for case management, including keeping the victim informed of the status of any student disciplinary proceedings in connection with the sexual assault, or the results of any disciplinary action or appeal will be the responsibility of the Title IX Coordinator. SDGKU employees will be instructed about the importance of strictest confidentiality. No information will be released without the express consent of the victim or unless under court order. Should SDGKU receive a subpoena for information, the victim will be notified prior to complying with the subpoena to give the victim an opportunity to challenge the subpoena. In the case of absent legal capacity, the information will be released to the victim's family upon request. SDGKU recognizes the importance of strictest confidentiality.

Making a Complaint

Any person has a right to file both criminal and Title IX complaints at the same time. To file a criminal complaint, please contact the local authorities listed below:

San Diego Police Department Central Division

Phone: (619) 744-9500

U.S. Department of Education – Regional Office IX

50 Beale Street, Room 9700

San Francisco, CA 94015

Phone: (415) 486-5700

Email: ocr@ed.gov

Prompt, Fair, and Impartial Proceedings

SDGKU is committed to a prompt, fair and impartial proceedings. Any allegations will begin with an investigation by the campus Title IX Coordinator. Each party may request a whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all hearings, investigative interviews, or other meetings with a party, with sufficient time for the party to prepare to participate. A reasonable timeframe to review all allegations between the Complainant(s) and Respondent(s) shall be no longer than 20 days unless extenuating circumstances. The Taskforce is responsible for a charge of the policy will result in the imposition of outcomes, or sanctions. Please refer to Responsible Employees for the Taskforce. These sanctions are designed to hold accountable and educate any individual who has violated the University's policy. Each is considered on an individual basis, considering the nature of the offense, the impact of the offense, and the conduct related history of the responsible individual. Any finding may include one or more sanctions. The potential sanctions related to a violation of sexual misconduct, victim of crime of violence. This policy and procedure will mimic Title IX violation proceedings. (See SDGKU's Title IX Policy).

Records of disciplinary proceedings are private to the individual student except in cases of violations of the sexual misconduct policy and in cases where there is a victim of a crime of violence. In such cases, if the victim provides a written request, the proceedings; results may be released to the victim. In such cases where the victim is deceased, as a result of the crime, the next of kin of such victim may provide the written request and receive the results.

Order of Protection

Students who believe they have been harassed or discriminated against based on race, color, national or ethnic origin, gender, gender identity, religion, sexual orientation, marital status, or physical or mental disability shall have the right to file a complaint. According to the Victim's rights, the victim has the right to obtain and have enforced a campus-issue limiting instruction or no contact order or a court issued order of protection or no contact order.

Hearing Process

If, after meeting jointly or separately with the Taskforce, the parties agree to a proposed resolution, the resolution shall be implemented, and the informal process shall be concluded. At any time during the informal process, the Complainant may initiate a formal complaint.

Individuals shall submit objections to the CEO and Board of Directors within fifteen (15) calendar days of receipt of the determination. Within forty-five (45) calendar days of receiving the Complainant's appeal, a copy of the final Board decision shall be forwarded to the Complainant and the Title IX Coordinator.

IX. Prohibition on Retaliation

SDGKU strictly prohibits retaliation and will not be tolerated. All persons, including SDGKU faculty and staff are prohibited from taking retaliatory action against any member of the University including Complainant, Respondent or Witnesses to an alleged incident of sexual or interpersonal misconduct. Anyone engaged in retaliatory action(s) is subject to the misconducts and appropriate sanctions for determined violations may include dismissal or termination.

X. Violence Against Women Act (VAWA)

Clear Statement of The University's Commitment to VAWA

SDGKU is committed to providing a safe environment for students, staff, and faculty.

What is covered by VAWA: Clery and VAWA use the language of "victim" referred to as "Complainant" in Title IX policies and procedures: Students, faculty, and staff on school property during normal business hours of Monday through Friday, 9:00 a.m. – 5:00 p.m. are covered by VAWA. The school property also includes the interior of the building, the sidewalk adjacent property, and the parking lot.

Off-site activities in which students, staff and faculty participate are covered by this policy. If a student is victimized off campus property, the student may talk to someone at the school for guidance. However, the University cannot investigate or adjudicate this type of incident and outside the scope of this policy.

Investigation Procedures and Protocols

SDGKU's Campus Safety Coordinator/Title IX Coordinator is not a police or law enforcement officer. The adjudication aspects of VAWA will be reviewed with the local law enforcement and/or local domestic or sexual violence centers. Students are not required to report any incidence to the University.

Reporting Incidents of Relationship and Sexual Violence

Reporting of all alleged violations of relationship and sexual violence should be directed to the University, regardless of which path the disciplinary process take. The determination of which the process a complaint falls under is the Title IX Coordinator.

Training

Students and new employees are provided information during orientation on the services and resources available through the Campus Safety Coordinator. Annually, faculty and staff must attend awareness sessions on sexual assault, date rape drugs, theft, and vandalism as well as educational sessions on personal safety. Campus security encourages students and employees to be aware of their responsibility for their own security and the security of others while on campus and be alert to and report criminal offenses or suspicious activity. This information will be disseminated through awareness packets issued to students.

Members of the campus community are encouraged to help by becoming awarded for crime prevention and security measures.

Policy on Use and Abuse of Alcohol and Other Drugs

The Drug-Free Schools and Communities Act (DFSCA) amendments of 1989 as articulated in Education Department of General Administrative Regulations (EDGAR, Subpart 86.100), which added section 1213 to the Higher Education Act require Institutions of Higher Education (IHEs) to provide notification to each student and all employees of campus standards of conduct regarding the Alcohol and Other Drugs (AOD) prevention program. The AOD policy must be adopted and implemented to prevent unlawful possession, use or distribution of illicit drugs, the misuse of alcohol, and the legal sanctions which apply, possible health risks, available counseling, and assistance programs. The AOD prevention program and notification are required of every Institution of Higher Education (IHE) that receives federal assistance under any Federal program.

Campus Standards of Conduct

San Diego Global Knowledge University (“SDGKU”, “University”) has adopted and implemented the standards of conduct, which prohibit the unlawful possession, use, solicitation or distribution of illicit drugs and the abuse of alcohol by students and employees on campus property or as part of any university activities.

Applicable Administrative and Legal Sanctions

Violations by students of the above standards of conduct may result in probation, suspension, or expulsion from the University. Employees who violate the above standards may be disciplined, up to and including termination of employment. In addition, violation of the law and committed on campus property, or at a University event or activity, will be subject to prosecution by federal, state, and local enforcement agencies. Penalties for violations of law may include imprisonment, fines, or both.

Prohibited Conduct

For any of the following causes, a student may be subject to disciplinary action by the Chief Academic Officer this includes distribution or possession for purposes of any controlled substance or illegal drug on the University premises. Also, the use or possession of any controlled substance, illegal drug, or alcohol on the premises owned or controlled by SDGKU will not be tolerated and is subject to penalties for conviction under state and federal law which includes criminal and legal prosecution, incarceration, and fines.

Students who are convicted of any federal or state offense of distribution or possession of a controlled substance may be ineligible to receive student loans or grants. (For more information see Title IV eligibility below)

Health Risks

Both productivity at work and the learning process are significantly impaired by using illicit drugs and alcohol. Substance abuse and dependency can cause many short-term and long-term health consequences. Alcohol-related illnesses now represent the third leading cause of death in the United States exceeded only by cancer and heart disease. Medical research has established strong evidence that alcohol abuse contributes significantly to cancer and heart disease. There is clear evidence of serious negative effects on babies due to use of illicit drugs and alcohol by the mother during pregnancy.

Medical Consequences of Alcohol Abuse

According to the Center for Disease Control & Prevention, the use of excessive alcohol led to approximate 88,000 deaths. (December 2019) For more information about the effects of alcohol go to: <https://www.cdc.gov/alcohol/fact-sheets/alcohol-use.htm>

Medical Consequences of Drug Abuse

According to NIH – National Institute on Drug Abuse, the Center for Disease Control & Prevention reported more than 67,300 Americans died from drug-involved overdose in 2018, including illicit drugs and prescription opioids. (January 2019, Source: CDC)

For more information about the effects of drug abuse go to:

<https://www.drugabuse.gov/drug-topics/trends-statistics/overdose-death-rates>

Student and Employee Counseling and Treatment

Students and employees in need of additional information regarding drug or alcohol counseling, treatment, rehabilitation, or re-entry programs are encouraged to contact the Campus Security. All inquiries through the University's referral service are strictly confidential. Information on Drug Awareness programs, counseling, treatment, and other related services are available through: The Center for Drug Abuse Treatment and Referral Hotline: 1-800-662-HELP.

Annual Distribution

On October 1st of each year, the University annually distributes in writing to each student and each employee its Alcohol and Other Drugs Abuse (AOD) Prevention Policy. SDGKU's annual distribution to current students, faculty and staff occurs on January 31, 2021.

Centers for Disease Control and Prevention (CDC). *Alcohol-Related Disease Impact (ARDI)*. Atlanta, GA: CDC Source: Centers for Disease Control and Prevention, National Center for Health Statistics. Multiple Cause of Death 1999-2018 on CDC WONDER Online Database released January 2019.

XI. Definitions

Aggravated Assault - An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. May be conducted by Firearm, Knife or Cutting Instrument, Other Dangerous Weapon, Hands, Fists, Feet, etc., Other Assaults.

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

Assault - An unlawful attack by one person upon another.

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

Consent - "Consent" means a freely given agreement to the act of sexual penetration or sexual conduct in question. Lack of verbal or physical resistance or submission by the victim resulting from the use of force or threat of force by the accused shall not constitute consent.

Dating violence - Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The relationship between the offender and victim is determined based on the following factors: (1) the length of the relationship, (2) The type of relationship, and (3) the frequency of interaction between the persons involved in the relationship.

Destruction/Damage/Vandalism of Property - 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 such means as may be specified by local law.

Domestic Violence - Felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitation with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by another other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

Drug Abuse - The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.

Fondling - The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will or not forcibly or against the person's will in instances where the victim is incapable of giving consent.

Incest - Sexual contact, including but not limited to Sexual Intercourse, between close relatives.

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.

Larceny-Theft - The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

Liquor Law - The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.

Motor Vehicle Theft - The theft or attempted theft of a motor vehicle. Motor Vehicle Theft may include Autos, Trucks and Buses, and Other Vehicles.

Murder - The willful (non-negligent) killing of one human being by another. As a general rule, any death caused by injuries received in a fight, argument, quarrel, assault, or commission of a crime is classified as Murder and Non-negligent Manslaughter.

Negligent Manslaughter (Criminal Homicide) - The killing of another person through gross negligence. As a rule, any death caused by the gross negligence of another is classified as Criminal Homicide - Manslaughter by Negligence.

Nonnegligent Manslaughter - The willful (nonnegligent) killing of one human being by another. As a rule, any death caused by injuries received in a fight, argument, quarrel, assault, or commission of a crime is classified as Murder and Nonnegligent Manslaughter.

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 victim.

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. Can include the use of Firearm, Knife or Cutting Instrument, Other Dangerous Weapon, Strong-arm-Hands, Fists, Feet, etc.

Sexual assault - Sexual penetration by force or threat of force or an act of sexual penetration when the victim was unable to understand the nature of the act or was unable to give knowing consent (720 ILCS 5/12-13)

Simple Assault - All assaults and attempted assaults which are not of an aggravated nature and do not result in serious injury to the victim.

Stalking - Crossing state lines, use of mail or computer and electronic communication services with the intent to kill, injure, harass, or intimidate another person, and as a result, place that person in reasonable fear of death or serious bodily injury or cause substantial emotional distress to that person, a spouse or intimate partner of that person, or a member of that person's family.

Statutory Rape - Sexual relations involving someone below the "age of consent".

Weapons: Carrying, Possessing, Etc. - The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

Definitions retrieved by:

FBI UCR SRS - <https://www.fbi.gov/file-repository/ucr/ucr-srs-user-manual-v1.pdf/view>

Violence Against Women Act (VAWA) - <https://fas.org/sgp/crs/misc/R45410.pdf>

§ 668.46 Institutional security policies and crime statistics

Links, web address, and phone numbers to some organizations:

Drinking and Drugs - Alcohol Rehab Guide - Treatment providers
<https://www.alcoholrehabguide.org/alcohol/drinking-drugs/>

TEL: 1-888-998-85217

Substance Abuse & Mental Health Services Administration - An agency of the U.S. Department of Health & Human Services providing information online regarding alcohol, drugs, and treatment programs.

General Address: <http://www.samhsa.gov/>

Specific Address for Treatment Programs: <http://findtreatment.samhsa.gov/>

TEL: 1.877.SAMHSA-7 (1-877-726-4727)

About.com Substance Abuse - Explore the complicated disease of addiction. Information on basic

questions concerning drugs and addiction.

National Institute on Drug Abuse General Link/Address: <http://www.nida.nih.gov/>

Specific Link/Address on Club Drugs: <http://www.drugabuse.gov/drugs-abuse/club-drugs> TEL: 1-301-443-1124

Link/Address: <http://www.addictionrecoveryguide.org/> (general site describing various secular and non secular approaches to treatment)

Gateway Foundation - Addiction Medicine Saving Life's
<https://www.gatewayfoundation.org/substance-abuse-treatment-programs/effects-of-alcohol-addiction/>

TEL: 1-877-377-2027