

**DETROIT BUSINESS INSTITUTE-DOWNRIVER
CAMPUS CRIME AND SECURITY REPORT POLICY
2020**

The Jeanne Clery Act

These policies are published as required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (1998). In accordance with the guidelines set forth by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), all institutions that participate in Federal Student Financial Aid programs are required to maintain and disclose information about crime on or near their campuses.

These statistics and policies/procedures will be updated and distributed as required by the Act.

The purpose of this safety and security report is to provide faculty, staff, students, and campus visitors with an overview of DBI-D security resources, policies, and procedures.

Detroit Business Institute-Downriver (DBI-Downriver) has designated the School Director as the Campus Security Authority. Reporting crimes is on a voluntary, confidential basis. In order to ensure a safe environment, the institution encourages students and employees to report all police incidents, security or safety concerns to the School Director. The School Director is responsible to document the incident and report any crimes to local law enforcement agencies as required by law. All crimes committed on the campus by students, faculty or staff, may result in immediate dismissal.

The following crimes committed on the DBI-campus, or within surrounding and adjacent areas, will be reported to law enforcement agencies.

Criminal Offenses

Murder/Non-negligent manslaughter
Negligent manslaughter
Sex offenses - forcible
Rape
Fondling
Sex offenses – non-forcible
Incest
Statutory rape
Robbery
Aggravated assault
Burglary
Motor vehicle theft
Arson

Hate Crimes

Murder/Non-negligent manslaughter
Rape
Fondling
Incest
Statutory rape
Robbery
Aggravated assault
Burglary
Motor vehicle theft
Arson
Simple assault
Larceny-theft
Intimidation
Destruction/damage/vandalism of prop.

VAWA offenses

Domestic violence
Dating violence
Stalking

Arrests

Weapons: carrying, possession, etc.
Drug abuse violations
Liquor law violations

Referrals for disciplinary actions

Weapons: carrying, possession, etc.

Liquor law violations

Drug abuse violations

Notification of the availability of the School's Annual Campus Security report is made annually to employees and enrolled students, prospective students and employers upon request, new enrolled students as part of the new student orientation.

SECURITY & ACCESS TO CAMPUS FACILITIES

The institution is a commuter school and does not maintain off-campus facilities or student housing. The campus limits access to the facility to authorized personnel, enrolled students and visitors. Unauthorized visitors are not permitted on the campus.

Students do not have access to the facility unless, at a minimum, one staff person is available on-site during the specific hours of operation. The responsibility of campus security then rests with the staff person, who is authorized to conduct the opening and closing procedures for the school.

DBI-Downriver maintains a relationship with local police through collection of annual crime statistics and normal communications. The school's safety procedures are enhanced by regular police patrols at the campus location and by a high level of police rapidity to requests for community assistance.

CRIME AWARENESS AND PREVENTION

All new employees and students are instructed on crime awareness during orientation including a description of procedures for reporting criminal activity or an emergency.

The information on crime awareness is readily available upon request and is updated and redistributed to all existing students and staff on an annual basis.

Students are required to follow security guidelines for their own personal and property safety and are encouraged to report any suspicious activity. Students performing externship or clinical practice off-campus are expected to practice an extension of the school's safety guidelines at the site as if they were on-campus. Students are also subject to adhere to the site's safety and security guidelines.

CRIME INCIDENT REPORT

The campus maintains a Daily Crime Log that records the date and time any crime occurs on campus. The School Director is responsible to make an entry into the Daily Crime Log within two business days of receiving the reported crime information.

If you believe that you have been the victim of a crime at DBI campus report the situation immediately to the DBI staff (School Director, Front Desk). These individuals can be contacted through the receptionist in the front lobby if they are not immediately visible. The staff member will give you immediate assistance as required. The staff member will contact the local police regarding the incident, but you as an individual will be required to file a police report. The staff

member will also take information for an internal Incident/Accident report for our records and follow-up.

If follow-up action is required by DBI at the request of an individual or the police, we will gladly cooperate. Any pertinent information or assistance requested will be given to the Police. Changes in internal procedures will be made if an additional effort will alleviate a problem.

We encourage any individual who believes that a crime has been committed to report this immediately to the staff and the Police.

Only a law enforcement agency can make the determination that a reported crime did not occur. In such situations the disposition is noted as “unfounded” and an addition to the entry will be made.

The Daily Crime Log includes the following information:

- Date the entry was completed
- Incident report date
- Date/time of crime
- General location of the crime
- Nature of the crime/complaint
- Disposition of the complaint, if available

The above information may be withheld if there is evidence that the release of the information would:

- Jeopardize an ongoing investigation or safety of an individual
- Cause a suspect to flee or evade detection
- Result in destruction of evidence

The Daily Crime Log is open to public inspection during normal business hours for the most recent 60-day period. Any portion of the log prior to 60-days must be made available within two business days of a request for public inspection.

REPORTING CRIMES

1. Students and employees should promptly report criminal acts to the School Director and/or local police departments.
2. Reporting crimes is on a voluntary, confidential basis.
3. The School Director is responsible to document any criminal acts, as well as reporting crimes to the local authorities as required by law.
4. The institution is required to make a timely warning to members of the campus regarding the occurrence of crimes that are considered to represent a threat to students and employees.
5. If there is an ongoing investigation of a crime that would jeopardize, cause the suspect to flee, risk the safety of the individual, or result in destruction of evidence, the timely warning may be delayed.
6. The crime statistics are collected by the institution and submitted to the Department of Education on an annual basis.

In the interest of public safety, we have gathered the following tips for general personal safety.

We encourage individuals to take all necessary measures to prevent a crime from happening. In that vein, we offer the following suggestions:

- Do not walk alone after dark. Walk with a friend to your car or ask for an escort from the facilities staff.
- Walk confidently, look around and be aware of your surroundings.
- If you feel threatened in any way, contact a member of the Staff immediately.

If you sense a potential threat:

- Try to get away from danger.
- Yell or make as much noise as possible to attract attention.
- Run toward a well-lit and populated area.
- Report any concern or problems to the Facilities staff and/or the local police.

Policies of DBI Conduct of Students, Employees and Visitors

While on DBI property, a student, employee or visitor to DBI is in violation of DBI policy and subject to disciplinary action for the following offenses:

1. Obstruction or disruption of teaching or other activities at DBI.
2. Physical abuse or unlawful detention any person.
3. Theft or damage to property of DBI or to property of a DBI employee, student or DBI visitor.
4. Unauthorized entry or use of DBI facilities and equipment.
5. Illegal use or unauthorized possession or distribution of alcoholic beverages, narcotics, or dangerous drugs.
6. Failure to comply with the directions of DBI officials, members of the faculty or other authorized individuals.
7. Illegal or unauthorized possession or use of firearms, explosives, or other weapons, chemicals or fire extinguisher.
8. Sexual harassment.

Violations of any of the above policies should be reported immediately to the staff according to the reporting procedures outlined previously.

***DETROIT BUSINESS INSTITUTE-DOWNRIVER
SEXUAL OFFENSE POLICY***

DBI-Downriver has developed a program on sexual assault awareness to prevent the occurrence of sexual crimes. This information is provided to new students during orientation and to all employees at the time of hire. The institution promotes safety as a core of the program and strictly prohibits incidents of dating violence, domestic violence, sexual offenses and stalking. The program also focuses on the topic of “consent”, as it relates to sexual activity and includes a variety of options for stepping up to stop sexual assault through bystander intervention.

DBI views all forms of sexual harassment as reprehensible and therefore prohibited to all in connection with any DBI related activity. Sexual harassment is unacceptable conduct; it undermines the integrity of the employment/learning relationship, debilitates morale, and interferes with the work productivity of the organization and its learning environment. All staff, faculty and students have a responsibility to maintain high standards of integrity, impartiality, and conduct, both personal and official, thereby ensuring proper performance of DBIs business and the maintenance of public trust. Sexual harassment violates those standards and is an act of misconduct. Therefore, specific acts of such misconduct may be subject to disciplinary action or even dismissal.

What Constitutes Sexual Harassment?

Sexual harassment includes, but is not limited to, the following:

1. Influencing, offering to influence, or threatening the career, pay or job of another person or the educational program of a student in exchange for sexual favors.
2. Deliberate or repeated offensive comments, gestures, physical contact of a sexual suggestive nature or creation of hostile work, work-related or instructional environment.

By way of further illustration, and not by way of limitation, any employee, student, faculty member, or continuing education instructor who uses implicit or explicit sexual behavior to control, influence, or affect the career, pay, or job of any employee or student, or to affect the instructional experience of any student is engaging in sexual harassment. Any employee, student, faculty, or continuing education instructor who makes deliberate or repeated offensive verbal comments, gestures, or physical contact of a sexual or suggestive nature in the work, work-related, or educational environment is also engaging in sexual harassment. For purposes of this paragraph, the term "student" includes any person enrolled in an academic course at DBI.

The institution maintains a variety of information for students and employees that identifies the location of facilities which offer off-campus assault prevention programs and treatment centers for victims of sexual assault.

First Step, 44567 Pinetree Drive , Plymouth, MI
First Step, 4400 Venoy, Wayne, MI
24 Hour Help Line (734) 722-6800 or (888) 453-5900
Haven, P.O. Box 431045 Pontiac, MI
Telephone: (248) 334-1274 or Toll Free (877) 922-1274
Turning Point Inc., P.O. Box 1123, Mt. Clemens, MI
Telephone: (586) 463-4430

Bystander Intervention

Bystander intervention is very important in the prevention of sexual and relationship violence. Bystanders are individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do

something about it. The following are some strategies for bystander intervention. (taken from Rape, Abuse, & Incest National Network, www.rainn.org).

There are many things men and women can do to help prevent sexual violence.

If you see someone in danger of being assaulted:

- Step in and offer assistance. Ask if the person needs help. NOTE: Before stepping in, make sure to evaluate the risk. If it means putting yourself in danger, call 911 instead.
- Don't leave. If you remain at the scene and are a witness, the perpetrator is less likely to do anything.
- If you know the perpetrator, tell the person you do not approve of their actions. Ask the person to leave the potential victim alone.

Be an ally:

- When you go to a party, go with a group of friends. Arrive together, check in with each other frequently and leave together.
- Have a buddy system. Don't be afraid to let a friend know if you are worried about her/his safety.
- If you see someone who is intoxicated, offer to call a cab.

If someone you know has been assaulted:

- Listen. Be there. Don't be judgmental.
- Be patient. Remember, it will take your friend some time to deal with the crime.
- Help to empower your friend or family member. Sexual assault is a crime that takes away an individual's power, it is important not to compound this experience by putting pressure on your friend or family member to do things that they are not ready to do yet.
- Encourage your friend to report the rape to law enforcement (call 911 in most areas). If your friend has questions about the criminal justice process, talking with someone on the National Sexual Assault Hotline, 1-800-656-HOPE can help.
- Let your friend know that professional help is available through the National Sexual Assault Hotline, 1-800-656- HOPE and the National Sexual Assault [Online Hotline](#).
- If your friend is willing to seek medical attention or report the assault, offer to accompany them wherever they need to go (hospital, police station, campus security, etc.)
- Encourage him or her to contact on of the hotlines, but realize that only your friend can make the decision to get help.

Warning Signs of Abusive Behavior

Domestic violence, dating violence, and/or sexual assault can happen to anyone. Perpetrators of physical abuse use power and control over their victims. The following are a few warning signs of abusive behavior (taken from Rape, Abuse, & Incest National Network, www.rainn.org).

- Controlling behavior
- Act possessive or jealous
- Use emotional abuse
- Does not trust their significant other and constantly checks up on them (e.g. reads text messages, checks their email and phone calls)

Although not all victims of physical abuse act the same some common signs exhibited are as follows:

- Will not look you in the eye Low self-esteem, if they use to be confident
- Always aware of their surroundings (e.g. knows where the perpetrator is at all times)
- Personality changes
- There are no clear-cut ways to prevent sexual assault and even though there are occasionally warning signs you may not recognize these warning signs and it's important to remember sexual assault is never your fault.

No perpetrator of sexual assault is the same, but some techniques utilized in social settings in an attempt to isolate an individual are as follows:

1. Attempts to continuously offer alcoholic drinks to a person
2. Overly nice in an attempt to isolate (e.g., offers to walk you home, or escort you to the restroom, etc.)
3. Crossing your boundaries
4. Doesn't listen to your opinions

I. Sex Offenders

The Campus Sex Crimes Prevention Act requires schools to disclose to its students the location of sex registries. Students at DBI-Downriver may access the State of Michigan Public Sex Offender Registry web site at www.mipsor.state.mi.us or telephone (517) 241-1806. The act also requires registered sex offenders to provide a notice to any campus or higher education in which the offender is employed, carries on a vocation or is a student.

II. Sex Offenses

If a sex offense occurs, the victim should immediately contact the School Director. Students have the option to report rape or sex offenses to law enforcement. The School Director will assist the student in reporting the offense, should the student select to do so.

Students who report dating violence, domestic violence, sexual assault or stalking to the institution, will be provided with a written explanation of their rights and options, regardless of whether the offense occurred on campus. They will also receive a written notification for counseling, health, mental health, victim advocacy, legal assistance, visa immigration assistance, student financial aid, and other services available within the institution or in the community. The institution will revise an academic schedule for a student as a protective measure, provided a reasonable change can be implemented. be accommodated.

In the event of an accusation of a sex offense, the complainant will provide a written complaint to the School Director within two days of the alleged offense. The School Director may select to meet with complainant to hear his/her account of the incident.

A formal investigation may be initiated at which time the accused will meet with the School Director and submit a written statement (generally provided within five business days) in response to the allegations.

A determination will be made whether or not to proceed with an internal disciplinary proceeding, based on sufficient information to believe sexual misconduct may have

occurred. Both parties are entitled to have one individual accompany them during the disciplinary proceeding. Both parties are given timely and equal access to information that will be utilized within informal or formal disciplinary meetings and hearings.

III. Disciplinary Proceedings

The Higher Education Opportunity Act (HEOA) requires schools to disclose, upon request to the victim of a crime of violence or a non-forcible sex offense, the written results of any disciplinary hearing related to the offense conducted by the campus against the student who is the alleged perpetrator of the crime or offense.

The results of an institutional disciplinary hearing determine whether a student or employee committing an allegation of dating violence, domestic violence, sexual assault or stalking, will be subject to disciplinary action imposed by the school. The sanctions

Imposed may include attendance at a mandatory counseling treatment center, discharge from employment or expulsion from school.

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

In the event that DBI institutes disciplinary proceedings concerning incidents of sexual assault, sexual offence, the victim shall have the same rights in the procedure as the accused, and the victim will be notified of the outcome of any disciplinary proceeding concerning the incident.

Institutional disciplinary procedures may result in a range of sanctions for offenders including counseling, warnings, suspension, or dismissal from DBI.

Where employees are the accused or respondent, complaints regarding rape, acquaintance rape, domestic violence, dating violence, sexual assault and stalking are to be reported to the School Director.

The standard of evidence used during any institutional conduct proceeding arising from such a report is the preponderance of evidence.

DBI protects the identities of victims, by removing personally identifiable information from reports and documents before those reports or documents are released to the public, to the extent permitted by law.

Both the victim and the accused are entitled to have an advisor present during the proceeding, including the opportunity to be accompanied to any related meeting or proceeding by any advisor of their choice in accordance with institutional policies and procedures, which may be amended from time to time. Both the victim and the accused shall be simultaneously informed in writing of the result of any institutional disciplinary proceeding in a timely manner, that arises from an allegation of sexual offence, sexual assault, or stalking, the institution's procedures for the accused and the victim to appeal the results of the institutional disciplinary proceeding, any change to the results that occur prior to the time that such results become final and when such results become final.

If the alleged victim of such crime or offense is deceased as a result of such crime or offenses, the next of kin of such victim shall be informed of the outcome of the proceeding. These

procedures will be followed regardless of where the alleged offense occurred. Compliance with this paragraph does not constitute a violation of the *Family Educational Rights and Privacy Act (FERPA)*.

A student or employee who reports to an institution of higher education that the student or employee has been a victim of domestic violence, dating violence, sexual assault, or stalking, whether the offense occurred on or off location, shall be provided with a written explanation of the student's or employee's rights and options.

Definitions:

What Is Sexual Assault?

Sexual assault is any physical sexual contact, as defined by Michigan law (Michigan Criminal Sexual Conduct Statute, Public Act No. 266 of 1974, as amended), to which you have not given consent. Unwanted sexual gestures or language are sexual harassment.

Sexual assault is not always violent.

While in most sexual assaults, men are the perpetrators and women the victims, that is not always the case. Most sexual assaults occur between people that know each other. These instances of sexual assault are known as acquaintance rape.

What Is Consent?

Consent is "willingly and verbally agreeing to specific sexual contact or conduct." This means the individuals involved must state clearly what they do and do not want to occur between them. Under DBI policy:

- No one who is intoxicated can consent
- No one who is under duress can consent; and
- No one who has been threatened or pressured can consent.

DBI Policy

No member of the DBI community shall engage in sexual assault as defined by Michigan law. DBI will treat any and/or all sexual assaults as a matter of the highest concern and seriousness.

What is 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 consent of the victim.

What is Statutory Rape?

Sexual intercourse with a person who is under the statutory age of consent.

What is Fondling?

The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because his/her temporary or permanent mental incapacity.

What is Incest?

Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

What is Domestic Violence?

A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim; a person with whom the victim shares a child in common; a person who is cohabitating with or has cohabitated with victim as spouse or intimate partner; a person similarly situated to a spouse of the victim under domestic or family violence laws of the jurisdiction in which the crime occurred; any other person against an adult or youth from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

What is 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.

What is Stalking?

Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for their safety or the safety of others, or suffer substantial emotional stress.

Detroit Business Institute-Downriver Substance Abuse Policy

Standards of Conduct

Detroit Business Institute prohibits the unlawful possession, use, or distribution of illicit drugs and/or alcohol by students on its property or as part of any of its activities. No student will be permitted to attend class if he/she is under the influence, or suspected of being under the influence, of alcohol or illegal drugs.

Disciplinary Sanctions

Any student who sells, manufactures, distributes, or has in his/her possession an illicit drug will be immediately terminated and all evidence will be turned over to the proper authorities.

DBI will support activities and requirements of the Drug Free Workplace Act and Drug Free Schools and Campuses Act.

Employees who are convicted of any criminal drug statute may be subject to disciplinary action up to and including termination of employment and/or be required to satisfactorily complete an approved drug abuse program at the employee's expense. DBI will provide information regarding the dangers of drug abuse and referrals for assistance programs.

DETROIT BUSINESS INSTITUTE-DOWNRIVER CAMPUS SECURITY STATISTICAL REPORT

	2017	2018	2019
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex offenses-forcible	0	0	N/A
Rape	N/A	N/A	0
Fondling	N/A	N/A	0
Sex offenses-Non-forcible	0	0	N/A
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0

HATE CRIMES

	2017	2018	2019
Murder/Non-negligent manslaughter	0	0	0
Sex offenses-forcible	0	0	N/A
Rape	N/A	N/A	0
Fondling	N/A	N/A	0
Sex offenses-Non-forcible	0	0	N/A
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0

Simple assault	0	0	0
Larceny-theft	0	0	0
Intimidation	0	0	0
Destruction/damage/vandalism of property	0	0	0

ARRESTS

	2017	2018	2019
Weapons: carrying, possessing, etc.	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0

DISCIPLINARY ACTIONS

	2017	2018	2019
Weapons: carrying, possessing, etc.	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0

INCIDENTS REPORTED

	2017	2018	2019
Domestic violence	N/A	0	0
Dating violence	N/A	0	0
Stalking	N/A	0	0

UNFOUNDED CRIMES

2017	2018	2019
N/A	N/A	0

Title IX coordinator for the 2020 Campus Safety and Security Survey:
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