



# RHODE ISLAND SCHOOL OF DESIGN

## 2023 ANNUAL SECURITY AND FIRE SAFETY REPORT (ASF SR)

Prepared by the Department of Public Safety  
Includes Crime and Fire Statistics for Calendar  
Years 2020, 2021 & 2022

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Welcome to the Rhode Island School of Design!

This document is intended to provide you with information on campus safety practices and programs, crime statistics, policies and procedures for reporting emergencies and crimes on campus as well as fire safety and statistics. It is published electronically on RISD’s website and the Department of Public Safety’s (DPS) webpage, and paper copies are available at DPS, 30 Waterman Street/South Hall or by emailing [pubsafe@risd.edu](mailto:pubsafe@risd.edu). DPS works closely with members of the campus community to provide a safe, welcoming environment for academics, studio experiences, work and residential life.

Rhode Island School of Design is a private, nonprofit college founded in Providence, RI in 1877—making it one of the first art and design schools in the US. Approximately 2,500 students from around the world are engaged in liberal arts studies and rigorous, studio-based learning at RISD (pronounced “RIZ-dee”), where they earn bachelor’s or master’s degrees in 22 majors. Each year more than 5,800 children and adults also access our specialized studio facilities through RISD Continuing Education.

In March 2020, RISD moved to remote learning and working due to the worldwide COVID-19 pandemic. After an extensive planning process, RISD developed clear protocols enabling the opening of campus for in-person learning and residential 2020–21, 2021–22 and 2022-2023 academic years. Changes to policies or procedures impacting the Annual Security and Fire Safety Report (ASFSR) in response to the pandemic are noted, as appropriate, within this document.

Should you have any questions or need more information, please reach out.

Sincerely,

*Anna Brookes*

Anna Brookes  
Director  
Clery Act Compliance Coordinator  
Department of Public Safety  
401-454-6666

## Reporting Crimes and Emergencies and RISD Response

### *Reporting Crimes and Emergencies*

Members of the RISD community (students, staff, faculty, visitors) are encouraged to immediately report all crimes, emergencies, medical crises, accidents, suspicious behavior or other public safety related incidents that occur on campus or within RISD's Clery Act geography to the RISD Department of Public Safety (DPS). DPS may be reached 24/7 by:

- Calling **401-454-6666** to reach our Dispatch Office
- Visiting
  - DPS Main Office located at 30 Waterman Street/South Hall, Providence, RI
  - DPS Booth at 15 Westminster Street, Providence, RI
- Using the LiveSafe application to call, message or text the department
- Utilizing the emergency Blue Phone kiosks located throughout campus

DPS is designated by RISD as the official office for campus crime and emergency reporting. DPS evaluates all reports to determine when Timely Warning, Emergency Notification or other messaging should be sent and how crimes should be disclosed in the Daily Crime Log and/or Annual Security and Fire Safety Report. Reports may form the basis of criminal charges (violations of Rhode Island state or federal law) and/or college conduct discipline (violations of the RISD Tenets of Community Behavior or RISD's Standards of Conduct). DPS strongly encourages members of the RISD community to promptly report all crimes.

### *RISD Code of Student Conduct*

As members of the RISD community, students are engaged in the concurrent pursuit of academic and artistic excellence and social responsibility. The Code of Student Conduct establishes standards for the ways in which the student community interacts in that pursuit, and policies, procedures and consequences for dealing with instances in which those standards are not met.

The Code is not a criminal code and does not operate like one. RISD's expectations for its student members are significantly higher than the bare minimum prescribed by law. Conduct that is legal may still be considered unacceptable within the RISD community. The standards, policies, procedures and consequences set forth in the Code are intended to serve as a component of RISD's educational mission—to guide students in their growth as members of the RISD and broader communities. "Preponderance of the evidence" is the standard of proof used to decide all student conduct matters. Preponderance of evidence is a less rigorous standard than "beyond a reasonable doubt" and "clear and convincing" and means that "it is more likely than not" that the respondent(s) engaged in the alleged misconduct.

### *Local Police Departments*

Criminal reports may also be filed directly with the Providence Police Department by calling 911 or 401-272-3121. If a crime is reported at RISD's Tillinghast property in Barrington, RI, a report may be filed with the Barrington Police Department by calling 911. Members of the RISD community have the right to report a crime to Providence Police and/or Barrington Police departments. Upon request, DPS officers can assist members of the RISD community with filing police reports. Once a report is filed with a police department, the decision to prosecute is made at the discretion of the Rhode Island State Attorney General.

### *Rhode Island State Police*

Reports for some crimes may also be filed directly with the Rhode Island State Police by calling 911 or 401-444-4000.

### *Campus Security Authorities*

As part of the Clery Act, RISD has identified a list of campus security authorities (CSAs) to whom crimes are reported. These individuals have been notified of their responsibility to report necessary information to DPS when they receive a report of a Clery Act crime on Clery Act defined campus geography. Campus Security Authorities report crimes to DPS, which are then reviewed. Campus Security Authorities include members of the RISD community who have significant responsibility for student and campus activities including:

- Department of Public Safety personnel and other individuals with campus security responsibilities including those responsible for monitoring entrance into college properties, such as parking enforcement staff, event security staff and patrol staff.
- Individuals designated by the campus including any individual or organization specified in an institution's statement of campus security policy as one to which students and employees should report criminal offenses such as the Vice President of Human Resources, the Associate Vice President of Student Affairs, the Director of Residence Life, etc.
- Other officials with significant responsibility for student and campus activities, including those students and staff involved in student housing, student discipline and campus judicial proceedings, students who serve as judicial or student conduct affairs officials, people who oversee student extracurricular activities, athletic team coaches or advisors, faculty advisors and those who oversee other student programs.

### *Off-Campus Crime Reports*

If the Providence Police Department, Barrington Police Department and/or the Rhode Island State Police are contacted about criminal activity off campus involving RISD students, these departments may notify the Department of Public Safety. Students in these cases may be subject to arrest by the local or state police and college disciplinary proceedings through the RISD Office of Student Conduct (of which the standard is preponderance of the evidence).

### *Voluntary Confidential Reports*

Rhode Island School of Design encourages anyone who is the victim of or witness to any crime to promptly report the incident to the Department of Public Safety or the local or state police department by calling 911. A voluntary procedure is in place to anonymously capture crime statistics disclosed confidentially to professional counselors as well as physicians, nurses or nurse practitioners assigned to Health Services.

### *Confidential Reports*

Students may make confidential reports to professional counselors assigned to RISD Counseling and Psychological Services (CAPS). Professional counselors assigned to CAPS, functioning within the capacity of their license or certification, do not make identifiable reports of incidents to the Department of Public Safety unless the student specifically requests they do so.

Students may also make confidential reports to Health Services. Professional staff assigned to Health Services do not make identifiable reports of incidents to DPS unless the student specifically requests they do so.

The Director of CAPS and the Director of Health Services work with DPS to make confidential crime reports to assess for Timely Warning or other messaging considerations without disclosing personal identifying information.

### *Anonymous Reports*

If a student has reported an incident to DPS or a Campus Security Authority at RISD, but wishes to remain anonymous or requests that no investigation into a particular incident be conducted or disciplinary action taken, then RISD will weigh this request against its obligation to provide a safe environment for all students. The student should be aware that if RISD decides to honor a request for confidentiality, RISD's ability to meaningfully investigate the incident and pursue

disciplinary action against the alleged offender will be limited. In addition, when deemed necessary to protect the interests of the community, RISD may not be able to honor a student's request for confidentiality made to a responsible employee. Non-personally identifiable statistics from anonymous reports are included in RISD's Annual Security Report.

RISD also provides an option to anonymously report complaints of sexual harassment and sexual violence from students and employees including sexual misconduct, sexual assault, dating violence, domestic violence and stalking by filling out and submitting [this form](#) online.

#### *Response to Reports of Crime*

DPS operates a 24/7 Dispatch Center located at 30 Waterman Street in South Hall, in Providence. There is an additional security monitoring station at 15 Westminster located at 15 Westminster Street in Providence. In response to a report or request, DPS will dispatch an officer to respond immediately to all emergency calls via portable, mobile and fixed two-way radio communications with 911 response as appropriate. All reported crimes will be investigated. Those who report a crime are provided with on- and off-campus referrals and resources as needed. When reporting a crime or placing an emergency call, remember to stay on the line and wait for the dispatcher to end the call.

#### *Security Awareness, Crime Prevention Training and Safety Services*

RISD strives to be proactive in security awareness and crime prevention training. Seminars, nationally certified courses, briefings and initiatives are designed to minimize crimes on campus while creating an atmosphere where RISD community members learn to take more responsibility for their own security and that of others. Additional events are specifically designed to address concerns of the RISD community. In 2020 and 2021, many of our offerings were held online or canceled due to COVID-19 protocols. Some programs offered at RISD include:

Orientation Seminars for New Students and Parents Offered via online webinars and in person, when allowed, orientation seminars provide new students and their parents with information about services, programs and safe campus practices at RISD.

Orientation Seminars for International Students Offered via online webinars and in person, when allowed, these seminars provide international students with information about services, programs and safe campus practices, specific to their needs.

Rape Aggression Defense (RAD) Training Offered in person and instructed by certified DPS personnel, when allowed, RAD is a national program offering women self-defense tactics and training. A men's class is also offered.

Cardio-Pulmonary Resuscitation and First Aid Offered in person and instructed by certified DPS personnel, when allowed, CPR and First Aid classes certify participants in AED use and response to emergency medical situations.

ALICE Training (Alert, Lockdown, Inform, Counter, Evacuate) Offered in person, when allowed, ALICE is designed to teach proactive survival strategies in violent intruder situations. Several DPS personnel are certified instructors.

Residence Life Staff training Members of Residence Life staff participate in a number of training sessions taught by DPS and other employees, including Clery Act Overview and CSA training, Title IX Overview and others.

College Safety Day An annual in-person day of safety training, when allowed, providing a wide range of courses and experiences including workplace safety, fire extinguisher training, CPR and First Aid, ALICE and other subjects as appropriate.

Code Blue Phone kiosks Code Blue is an electronic, interactive, voice communication and lighting system that provides quick, reliable incident response to emergency situations or suspicious circumstances. The phones are located throughout campus in bright blue kiosks and feature a flashing blue strobe light when activated.

Locations:

- Benefit/Meeting Street—Colonial Apartments
- 48 Waterman Street—East Hall
- Benefit/College Street—College Building
- 55 Angell Street—Refectory
- Benefit/Waterman Street—RISD Beach
- 55 Canal Street—Illustration Studies Building (ISB)
- Charles Landing • DeFoe Place—Woods-Gerry Parking Lot
- 231 South Main Street—B.E.B.
- 161 South Main Street
- 7 North Main Street—Auditorium
- Prospect at Olive Street
- 169 Weybosset Street—CIT Building
- 189 Canal Street
- 130 Point Street

RISDRides Operating during the academic year, RISDRides is an on-call shuttle service providing door-to-door transportation from 5 pm–3:00 am, seven days a week. RISD community members can access the app through MyRISD to view the service area and call for a ride.

Property Registration Students can register bicycles, scooters and high-value electronics with DPS to assist in reuniting lost property with an owner or provide information for recovery if an item is stolen or lost.

Bicycle Lock Exchange Students may exchange cable or other less secure bicycle locks for a more secure U-lock along with education about proper locking, storage and campus locations for bicycle storage and lockup.

COVID, Condoms and Consent An in-person workshop in collaboration with the Community Coordinators in the First Year Area to educate students on healthy relationships, consent, safe sex and how to navigate intimate relationships during the COVID pandemic (offered during the pandemic).

Creep it real...Know your Boos An in-person training program about safe alcohol consumption for the campus community that teaches students the importance of pouring standard drink sizes, understanding the alcohol by volume of their beverages and understanding how their blood alcohol content impacts their ability to function.

Alcohol Education & Other Drugs Inservice Training: Student Resident Advisors and Advocates for Inclusion in Residence attend alcohol and other drug education to help support the live-in paraprofessional staff' ability to create a safe living environment covering such topics as substance use and misuse and Code of Conduct violations.

Sliding Into Your DMs: This interactive workshop uses a 'choose your own adventure' game that allows you to explore how your actions affect relationships in real time. Users of applications like Tinder, Instagram, WhatsApp, Snapchat and more learn how to be safe, spot green and red flags, end relationships safely and more.



Consent Education 101 Workshop: discussing sexual activity, consent, non-consent, and relationships.

The Red Flag Campaign used a bystander intervention strategy to address and prevent sexual assault, dating violence, and stalking on campus. The campaign encourages friends and other campus community members to say something when they see warning signs ("red flags") for sexual assault, dating violence, or stalking in another person's relationship.

Sex Week is an annual collaboration initiative between Center for Student Involvement (CSI), Residence Life, Health Education + Promotion, Equity & Compliance, and Intercultural Student Engagement that provides RISD community members with a week of comprehensive, engaging, queer-inclusive, culturally competent, and medically accurate programming focused on sexual health, education, and pleasure.

Deconstructing and Reconstructing Gender was a program hosted by Equity & Compliance and ISE with aims to engage students in de-constructing and re-constructing the social constructs of gender, masculinity, and femininity through visual journaling and constructive discussion.

### *Community Responsibility and Safety Tips*

Members of the RISD community can assume responsibility for their own personal safety and the security of their personal property. You may find more information about programs and services by calling DPS, accessing our website or coming to the office in person. The following precautions provide guidance:

- Report all suspicious activity immediately to Public Safety by phone or via the LiveSafe app
- If you feel unsafe, contact Public Safety by phone or via the LiveSafe app
- Do not allow someone to enter a building without activating their RISD access identification card
- Do not let someone use your RISD access identification card for unauthorized entry
- Report lost or stolen RISD access identification cards immediately to DPS
- Do not prop open exterior or interior doors
- Avoid walking alone at night. Use RISDRides when possible
- Download the LiveSafe app for emergency messaging, reporting and other public safety resources
- Never leave valuables (purses, wallets, phones, laptops, etc.) unattended
- Register your bicycle and electronic valuables with RISD DPS's property tag program
- Lock your bicycle to a RISD rack or in an interior bike room
- Exchange your bicycle cable lock for a RISD lock through the DPS Lock Exchange Program

## **RISD Department of Public Safety Authority and Jurisdiction**

### *Department of Public Safety Authority*

The Department of Public Safety (DPS) at RISD is responsible for crime prevention, safety education, policy enforcement, security and emergency safety and medical response on campus in Providence, RI. DPS also tracks Clery Act statistics and provides public safety in partnership with the Barrington Police Department for an event and classroom space located at Tillinghast in Barrington, RI. DPS is guided by established policy and procedure.

The Department is under the leadership of the Director of Public Safety who reports to the Vice President for Campus Services. Institutional Clery Act compliance initiatives are managed by the Director of Public Safety. The department is open 24 hours a day/seven days a week at 30 Waterman Street/South Hall, Providence, RI and 15 West/15 Westminster Street, Providence, RI and staffed by approximately 28 employees. Command Staff are responsible for the administrative operation of patrol, security, medical and fire operations at RISD. Public Safety Sergeants and Public Safety Officers, who are certified as Emergency Medical Technicians, patrol the campus, provide emergency communications and staff at both

fixed and mobile posts at the booth in 15 Westminster—a residential and multi-use building—and as assigned. Public Safety Dispatchers monitor and provide emergency communications utilizing radios, telephones and other electronic platforms from the office at 30 Waterman Street. Facility Monitors provide security, communications and monitor surveillance cameras from the DPS booth at 15 Westminster. Building access control and video surveillance systems are managed and maintained by Card Services staff assigned to DPS. DPS contracts with private agency security staff to provide supplemental security staffing needs for parking, special events and details as needed. RISDRides, operated by a private service, is an on-call safety shuttle service that operates during the academic year and is managed by DPS.

DPS Patrol Officers and Sergeants complete annual ongoing training as assigned by the Director of Public Safety. Training topics may include but are not limited to: criminal, civil and federal law, the Clery Act, Title IX investigations, sexual assault and violence response, evidence preservation, anti-bias and inclusivity topics, incident de-escalation, mental health crisis response, incident command and emergency operations, cardio-pulmonary resuscitation, advanced medical training, first aid and instructor certifications in various community policing courses. All DPS Sergeants and Patrol Officers are required to become certified as Emergency Medical Technicians (EMTs) and complete the Rhode Island College and University Public Safety Academy (RICUPSA) within two years of hire. Some DPS command staff, all Sergeants and Patrol Officers are trained in LOCK-UP and certified to carry batons, handcuffs and Oleoresin Capsicum (OC) spray. Training may include in-person and online training held on or off campus, attendance at conferences or municipal academies or during shift roll-call. Many staff are certified instructors in training subjects and community policing courses such as LOCK-UP, ALICE, RAD and bicycle and pedestrian safety.

RISD Department of Public Safety personnel and any contracted security officers are not sworn and non-commissioned and have no official powers of arrest. Contracted non-commissioned security officers staff special events, assist with vehicle and crowd control and perform duties as access monitors. They work under the direction of the Director of Public Safety and immediately report crime and emergency incidents to Public Safety. DPS personnel may investigate incidents and detain individuals until the arrival of local police.

#### *Department of Public Safety Jurisdiction*

The Department of Public Safety's jurisdiction encompasses its Clery Act geography including the main or core campus in Providence, RI; the Tillinghast event and classroom space in Barrington, RI; campus residence halls, buildings or facilities; public property adjacent to, and accessible from, on-campus property; and leased, rented or otherwise recognized and/or controlled buildings, spaces or facilities within the campus area. DPS and any contracted security employees do not have an expanded patrol jurisdiction beyond the buildings, facilities and property the college owns or otherwise controls.

The Department of Public Safety at RISD falls under the jurisdiction of the Providence Police Department (PPD). The Tillinghast location falls under the jurisdiction of the Barrington Police Department (BPD). DPS maintains a close working relationship, partnering with officers and command staff to prevent, identify and solve problems while keeping campus properties safe and secure. Criminal incidents may be investigated by the Department of Public Safety for RISD administrative purposes in conjunction with Student Conduct, the Title IX and Institutional Discrimination Office and Human Resources (as it relates to employee conduct). For incidents involving criminal charges, RISD is under the jurisdiction of the Providence and Barrington Police Departments as well as the Rhode Island State Police. These departments conduct their own independent criminal investigations and press charges with assistance from DPS as requested and/or required. RISD has no written memorandums of understanding (MOU) or agreements with the Rhode Island State Police, Providence Police Department, the Barrington Police Department, or any other law enforcement agency.

RISD and our neighbor, Brown University, share a dual-degree program. The Brown University Police Department and RISD DPS work closely together, sharing information and resources to keep our campus communities safe. RISD is also a member of the Rhode Island College and University Public Safety Association (RICUPSA), a consortium of public safety and police departments from schools throughout Rhode Island. RICUPSA meets monthly to share information and resources and also sponsors an annual campus public safety academy required for new employees.

### **Security of and Access to the RISD Campus**

RISD campus properties are integrated with East Side and downtown Providence buildings, parks and other areas. The RISD Facilities Department with advice and support from the Department of Public Safety, creates, improves and maintains landscaping to minimize safety hazards and increase crime prevention. Paths, sidewalks, parking lots and building exteriors are illuminated. DPS patrols routinely inspect and report malfunctioning lights and hazardous conditions to the Facilities Department for correction. RISD community members may report malfunctioning and/or hazardous equipment to the Facilities Department through an online work order system. Access control and camera surveillance systems in addition to Blue Phone kiosks and fire detection, suppression and reporting systems, provide additional safety and security. Updated and improved security measures are implemented during building renovation and construction projects and assessed regularly.

During normal business hours, some RISD administrative and academic buildings are open and accessible to students, staff, faculty and visitors. Since 2020, access to buildings has been affected by COVID protocols, which changed as the pandemic progressed. Building hours during the academic year and school breaks differ. After-hours access is gained by users authorized through the access control system overseen by RISD Card Services. DPS patrols the interior of all campus buildings as well as campus property.

Access to residential halls is restricted to students, approved guests or visitors and authorized staff controlled through an access control system. DPS officers routinely patrol common areas and outside spaces of residential buildings while also responding to emergencies or calls for service inside. More extensive interior security patrols of residential buildings are conducted by DPS during breaks or when students are not in residence. Student Affairs employees and student staff also enforce campus policies and conduct inspections within the residential halls. These inspections are scheduled as needed.

### **Emergency Communications**

Under the Clery Act, RISD uses timely warnings and emergency notifications to inform the campus community of potential threats against which they can take preventative measures. The messaging program is known as RISD!Alerts. In addition, RISD uses campus safety/crime notification messaging when the campus needs to be alerted about an incident or emergency that does not fall under the Clery Act guidelines for timely warnings and emergency notifications. RISD will immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus. These messages help to create and promote a safe campus environment.

#### *Timely Warnings*

The Department of Public Safety is responsible for issuing Timely Warning messages in compliance with the Clery Act. These warnings alert students, faculty and staff in a timely manner to crimes that may present a serious or ongoing threat to the campus community and are disseminated via campus-wide RISD!Alert messaging. These warnings withhold the names of victims as confidential and are meant to aid in the prevention of similar occurrences. Whether or not a

situation requires a Timely Warning will be decided on a case-by-case basis considering the facts surrounding an incident, such as the nature of the crime, the continuing threat to the campus community and the possible risk of compromising law enforcement efforts. Timely Warnings are issued for specific and serious Clery Act crimes that occur on campus or public property in the Clery Act geographic area. Timely Warnings may also be instituted for other crime classifications as deemed necessary. RISD is not required to issue a Timely Warning with respect to crimes reported to a professional counselor. Timely Warnings are issued as soon as pertinent information is available.

Clery Act crimes that may trigger a Timely Warning message include:

- Murder/Non-negligent Manslaughter
- Aggravated Assault
- Robbery and Burglary
- Sexual Assault (including VAWA crimes of Dating and Domestic Violence, Stalking)
- Arson
- Hate Crimes
- Other Clery Act crimes as determined relevant by the Director of Public Safety

To issue a Timely Warning, a decision team composed of the Senior Vice President of Finance and Administration, the Vice President for Campus Services, the Chief Marketing and Communications Officer, the Associate Vice President for Student Affairs, the Chief of Staff, General Counsel and other RISD officials as appropriate determine if there is a serious or continuing threat to the community and if promulgation of a Timely Warning is warranted. Information included in a Timely Warning may include:

- A succinct statement of the incident
- Possible connection to previous incidents, if applicable
- Physical description of the suspect
- Date, time and general location where the incident occurred
- Other relevant crime prevention tips and information
- Updates to the Timely Warning notice
- Clearing the Timely Warning notice once the threat is over

The Director of Public Safety, in consultation with the decision team, will develop and promulgate the Timely Warning message as follows:

- RISD!Alert
- Email messages
- Text messaging to cell phones of those enrolled in RISD!Alert
- Emergency.risd.edu website
- Other methods deemed necessary that may be used in the information dissemination process

The Director of Public Safety or designee is also responsible for making updates to the Timely Warning notice and alerting the community when the threat is over.

### *Emergency Notifications*

RISD uses RISD!Alert as its primary Emergency Notification system to notify students and employees in a timely manner when it is determined that there is a significant emergency or dangerous situation involving an immediate threat to the

health and/or safety of students or employees occurring on campus. The notification to the campus community may contain only the information that is reasonably necessary to promote the safety of the campus community as dictated by the situation. An Emergency Notification will be released as soon as reasonably necessary without delay, unless notification will compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency. After the initial notification, follow-up information will be disseminated to the community via the mediums listed below. An Emergency Notification may be related to criminal activity that is not subject to the Timely Warning standard required by the Clery Act. Examples of situations that may constitute RISD's decision to issue an Emergency Notification include, but are not limited to:

- When serious injuries may occur or have occurred, for example, a building collapse, building explosion or fire
- A major disruption to campus operations, for example, a natural disaster, weather-related situation, major power outage, water emergency or serious act or threat to campus property

Upon confirmation of an emergency situation that requires an immediate response, the Director of the Department of Public Safety or designee will communicate immediately with the decision team to implement the notification process. The decision team is composed of the Senior Vice President of Finance and Administration, the Vice President for Campus Services, the Chief Marketing and Communications Officer, the Associate Vice President for Student Affairs, the Chief of Staff, General Counsel and other RISD officials as appropriate.

The Director of Public Safety, in consultation with the decision team develops and promulgates the Emergency Notification message distributed as follows:

- RISD!ALERT system
- Email messages
- Text messaging to cell phones of those enrolled in RISD!Alert
- Emergency.risd.edu website
- Other methods deemed necessary that may be used in the information dissemination process

If the decision team determines that notification of audiences other than students and employees is necessary and appropriate, RISD's procedures for disseminating emergency information to the larger community will include making pertinent information available on the website [www.risd.edu](http://www.risd.edu). In addition, the college may provide emergency information to area broadcast media as appropriate.

RISD's emergency notification system is tested annually. The Director of Public Safety or designee notifies the campus community of the test, including information on the system and procedures for adding or changing personal information for notification purposes.

#### *RISD Campus Safety/Crime Notifications*

A RISD campus safety or crime notification may be sent to inform the RISD community of crimes or incidents that do not meet the requirements of a Timely Warning or Emergency Notification. This messaging is designed to provide crime prevention and awareness of specific incidents and/or provide information and instructions.

Upon confirmation of a situation that requires a campus safety or crime notification, the Director of the Department of Public Safety or designee will communicate with members of the decision team to implement the notification process. The decision team is composed of the Senior Vice President of Finance and Administration, the Vice President for Campus Services, the Chief Marketing and Communications Officer, the Associate Vice President for Student Affairs, the Chief of Staff, General Counsel and other RISD officials.

The Director of Public Safety, in consultation with the decision team, develops and promulgates the campus safety/crime notification message, which may be distributed as follows:

- RISD!Alert system
- Email messages
- Text messaging to cell phones of those enrolled in RISD!Alert or LiveSafe
- Emergency.risd.edu website
- Other methods deemed necessary that may be used in the information dissemination process.

### **Daily Crime and Fire Log**

The Department of Public Safety maintains a daily crime and fire safety log that meets all Clery Act requirements. A log covering the past 60 days is available for public inspection upon request at our administrative office at 30 Waterman Street/South Hall, Providence during normal business hours. The Department of Public Safety will make any portion of the log that is older than 60 days available for inspection within three business days of a request. Copies may also be accessed electronically by emailing [pubsafe@risd.edu](mailto:pubsafe@risd.edu).

### **Preparation of Annual Clery Act Crime Statistics**

RISD's Compliance Coordinator is charged with collecting data, preparing the Annual Fire Safety and Security Report and distributing the report. At the beginning of each calendar year, the Clery Compliance Coordinator completes an analysis of all crimes reported to the Department of Public Safety. Crime statistics are gathered from the core campus and buildings owned or controlled by RISD and used for educational purposes. The Clery Compliance Coordinator compares referrals/arrests to ensure that duplicated reporting does not occur. Data is collected from the following:

- RISD Department of Public Safety
- Providence Police Department
- Barrington Police Department
- RISD Campus Security Authorities
- RISD Title IX Coordinator
- RISD Equity and Compliance
- RISD Student Affairs/Student Conduct

A written request for statistical information is made on an annual basis to all Campus Security Authorities, Title IX, Student Affairs/Conduct and Providence and Barrington Police departments.

### **Clery Act Geography Definitions**

In the Annual Security Report, institutions are required to record crimes by location. Explained below, the three categories of locations subject to reporting are: campus, non-campus building or property and public property. Please see the map for details. Note that the RISD crime statistics table also separates the campus classification incidents into campus residential property and campus property.

*Campus* is defined as:

- i. 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; and
- ii. Any building or property that is within or reasonably contiguous to the area identified in paragraph (i) of this definition, that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes (such as a food or other retail vendor).

*Non-campus building or property* is defined as:

- i. [A]ny building or property owned or controlled by a student organization officially recognized by the institution; or
- ii. [A]ny 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.

*Public Property* is defined as:

Per statute, all public property that is within the same reasonably contiguous geographic area of the institution, such as a sidewalk, street, other thoroughfare or parking facility, and is adjacent to a facility owned or controlled by the institution if the facility is used by the institution in direct support of, or in a manner related to, the institution's educational purposes.

See Appendix for the 2020, 2021 and 2022 RISD Clery Maps

### **Definitions of Clery Act Reportable Crimes**

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

*Manslaughter by Negligence*: The killing of another person through gross negligence.

*Robbery*: The taking or attempt 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 usually accompanied by the use of a weapon or means likely to produce death or great bodily harm.

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

*Motor Vehicle Theft*: The theft or attempted theft of a motor vehicle.

*Arson*: 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.

*Sexual Assault (from the Violence Against Women Act (VAWA))*: An offense that meets the definition of rape, fondling, incest or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is "any sexual act directed against another

person, without the consent of the victim, including instances where the victim is incapable of giving consent.”

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 victim.

Fondling: The touching of the private 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/their age or because of his/her/their temporary or permanent mental incapacity.

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

Statutory Rape: Sexual intercourse with a person who is under the statutory age of consent (16 in Rhode Island).

*Domestic Violence (from VAWA)*: A felony or misdemeanor crime of violence committed:

- i. By a current or former spouse or intimate partner of the victim
- ii. By a person with whom the victim shares a child in common
- iii. By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner
- iv. By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
- v. By any 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 in which the crime of violence occurred.

*Dating Violence (from VAWA)*: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

- i. The existence of such a relationship shall be based on the reporting party’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.
- ii. For the purposes of this definition
  - a. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
  - b. Dating violence does not include acts covered under the definition of domestic violence.
- iii. For the purposes of complying with the requirements of this section and s668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

*Stalking (from VAWA)*:

- i. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to
  - a. Fear for the person’s safety or the safety of others; or
  - b. Suffer substantial emotional distress.
- ii. 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 victim.
  - c. Substantial emotional distress means significant mental suffering or anguish that may but does not necessarily, require medical or other professional treatment or counseling.



*Hate Crimes:* A criminal offense manifesting evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Hate crimes include any of the following offenses that are motivated by bias: murder and non-negligent manslaughter, rape, fondling, incest, statutory rape, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, and destruction/damage/vandalism of property AND

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

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: Unlawfully placing 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: To willfully or maliciously destroy, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

*Arrests and Referrals for Disciplinary Action:* Under the Clery Act, institutions must also report arrests and referrals for campus disciplinary action for liquor law violations, drug abuse violations and weapons law violations.

Weapons Law Violations: The violations 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.

Drug Abuse Violations: 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.

Liquor Law Violations: 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 or drunkenness.

*Unfounded Crimes:* Under the Clery Act, institutions must report when a crime is unfounded. A crime is unfounded if a reported crime is investigated by law enforcement authorities and found to be false or baseless meaning that the crime did not occur or was never attempted. Only sworn or commissioned law enforcement personnel may "unfound" a crime. RISD DPS officers are not sworn or commissioned, therefore the department does classify reports as unfounded.

*Statement regarding marijuana/cannabis:* On May 25, 2022, The Rhode Island Cannabis Act (R.I. Gen. Laws § 21-28.11) became law legalizing the personal use and licensed retail sale of marijuana to those age 21 or older. The act allows adults aged 21 and up to possess (up to one ounce in public or up to 10 ounces at home), home-cultivate (up to six plants, no more than three mature), and purchase limited amounts of cannabis. It also facilitates the automatic review and expungement of past criminal records. It is important to note, however, that federal law still prohibits the use, possession, distribution, sale or cultivation of marijuana. As an educational institution that receives federal funds, RISD must comply with federal law under the Drug-Free Schools and Communities Act Amendments of 1989 (20 U.S.C. Section 1011i). Therefore, the use, possession, distribution, sale or cultivation of marijuana remains prohibited for all students on and off campus via the Student Code of Conduct. Additionally, students who possess a lawfully issued medical marijuana card may not use, possess, distribute or cultivate marijuana in any college owned buildings or property within our campus geography.

### Clery Act Crime Statistics

The following table provides crime statistics reported to RISD Public Safety, local police agencies and Campus Security Authorities (CSAs) for calendar years 2020, 2021 and 2022.

| Crime Statistics: Clery Act Data  |      |                    |                                       |                     |                 |
|-----------------------------------|------|--------------------|---------------------------------------|---------------------|-----------------|
| Offense                           | Year | On Campus Property | On Campus Student Residential Housing | Non-Campus Property | Public Property |
| Murder/Non-negligent Manslaughter | 2020 | 0                  | 0                                     | 0                   | 0               |
|                                   | 2021 | 0                  | 0                                     | 0                   | 0               |
|                                   | 2022 | 0                  | 0                                     | 0                   | 0               |
| Negligent Manslaughter            | 2020 | 0                  | 0                                     | 0                   | 0               |
|                                   | 2021 | 0                  | 0                                     | 0                   | 0               |
|                                   | 2022 | 0                  | 0                                     | 0                   | 0               |
| Rape                              | 2020 | 1                  | 0                                     | 0                   | 0               |
|                                   | 2021 | 0                  | 0                                     | 0                   | 0               |
|                                   | 2022 | 3                  | 3                                     | 0                   | 0               |
| Fondling                          | 2020 | 0                  | 0                                     | 0                   | 0               |

|                    |      |   |   |   |   |
|--------------------|------|---|---|---|---|
|                    | 2021 | 2 | 1 | 0 | 0 |
|                    | 2022 | 2 | 1 | 0 | 1 |
| Incest             | 2020 | 0 | 0 | 0 | 0 |
|                    | 2021 | 0 | 0 | 0 | 0 |
|                    | 2022 | 0 | 0 | 0 | 0 |
| Statutory Rape     | 2020 | 0 | 0 | 0 | 0 |
|                    | 2021 | 0 | 0 | 0 | 0 |
|                    | 2022 | 0 | 0 | 0 | 0 |
| Robbery            | 2020 | 0 | 0 | 0 | 4 |
|                    | 2021 | 0 | 0 | 0 | 0 |
|                    | 2022 | 0 | 0 | 0 | 4 |
| Aggravated Assault | 2020 | 0 | 0 | 0 | 1 |

|  |      |   |   |   |   |
|--|------|---|---|---|---|
|  | 2021 | 0 | 0 | 0 | 1 |
|  | 2022 | 1 | 0 | 0 | 6 |
| Burglary   | 2020 | 2 | 0 | 0 | 0 |
|  | 2021 | 3 | 0 | 0 | 0 |
|  | 2022 | 0 | 0 | 0 | 0 |
| Motor Vehicle Theft  | 2020 | 0 | 0 | 0 | 0 |
|  | 2021 | 1 | 0 | 0 | 4 |
|  | 2022 | 1 | 0 | 0 | 4 |
| Arson  | 2020 | 2 | 2 | 0 | 0 |
|  | 2021 | 0 | 0 | 0 | 0 |
|  | 2022 | 0 | 0 | 0 | 0 |
| <b>Dating Violence, Domestic Violence and Stalking (VAWA Offenses)</b> |      |   |   |   |   |
| Dating Violence  | 2020 | 0 | 0 | 0 | 0 |
|  | 2021 | 0 | 2 | 0 | 0 |
|  | 2022 | 0 | 0 | 0 | 0 |
| Domestic Violence  | 2020 | 0 | 0 | 0 | 0 |
|  | 2021 | 0 | 0 | 0 | 0 |
|  | 2022 | 2 | 0 | 0 | 0 |

|          |      |   |   |   |   |
|----------|------|---|---|---|---|
| Stalking | 2020 | 0 | 0 | 1 | 0 |
|          | 2021 | 1 | 1 | 0 | 0 |
|          | 2022 | 2 | 1 | 0 | 0 |

| <b>Hate Crimes</b>  |      |                    |                                       |                     |                 |
|---|------|--------------------|---------------------------------------|---------------------|-----------------|
| Under the Clery Act, the following categories are reported: Race, Gender, Gender Identity, Religion, Sexual Orientation, Ethnicity, National Origin, Disability |      |                    |                                       |                     |                 |
| Offense   | Year | On Campus Property | On Campus Student Residential Housing | Non-Campus Property | Public Property |
| Murder/Non-negligent Manslaughter   | 2020 | 0                  | 0                                     | 0                   | 0               |
|   | 2021 | 0                  | 0                                     | 0                   | 0               |
|   | 2022 | 0                  | 0                                     | 0                   | 0               |

|                        |      |   |   |   |   |
|------------------------|------|---|---|---|---|
| Negligent Manslaughter | 2020 | 0 | 0 | 0 | 0 |
|                        | 2021 | 0 | 0 | 0 | 0 |
|                        | 2022 | 0 | 0 | 0 | 0 |
| Rape                   | 2020 | 0 | 0 | 0 | 0 |
|                        | 2021 | 0 | 0 | 0 | 0 |
|                        | 2022 | 0 | 0 | 0 | 0 |
| Fondling               | 2020 | 0 | 0 | 0 | 0 |
|                        | 2021 | 0 | 0 | 0 | 0 |
|                        | 2022 | 0 | 0 | 0 | 0 |
| Incest                 | 2020 | 0 | 0 | 0 | 0 |
|                        | 2021 | 0 | 0 | 0 | 0 |
|                        | 2022 | 0 | 0 | 0 | 0 |
| Statutory Rape         | 2020 | 0 | 0 | 0 | 0 |
|                        | 2021 | 0 | 0 | 0 | 0 |
|                        | 2022 | 0 | 0 | 0 | 0 |
| Robbery                | 2020 | 0 | 0 | 0 | 0 |
|                        | 2021 | 0 | 0 | 0 | 0 |
|                        | 2022 | 0 | 0 | 0 | 0 |
| Aggravated Assault     | 2020 | 0 | 0 | 0 | 0 |

|                     |      |   |   |   |   |
|---------------------|------|---|---|---|---|
|                     | 2021 | 0 | 0 | 0 | 0 |
|                     | 2022 | 0 | 0 | 0 | 0 |
| Burglary            | 2020 | 0 | 0 | 0 | 0 |
|                     | 2021 | 0 | 0 | 0 | 0 |
|                     | 2022 | 0 | 0 | 0 | 0 |
| Motor Vehicle Theft | 2020 | 0 | 0 | 0 | 0 |
|                     | 2021 | 0 | 0 | 0 | 0 |
|                     | 2022 | 0 | 0 | 0 | 0 |
| Arson               | 2020 | 0 | 0 | 0 | 0 |
|                     | 2021 | 0 | 0 | 0 | 0 |
|                     | 2022 | 0 | 0 | 0 | 0 |

|                |      |                      |            |   |   |
|----------------|------|----------------------|------------|---|---|
| Larceny-Theft  | 2020 | 0                    | 0          | 0 | 0 |
|                | 2021 | 0                    | 0          | 0 | 0 |
|                | 2022 | 0                    | 0          | 0 | 0 |
| Simple Assault | 2020 | 0                    | 0          | 0 | 0 |
|                | 2021 | 0                    | 0          | 0 | 0 |
|                | 2022 | 1-race               | 0          | 0 | 0 |
| Intimidation   | 2020 | 1-race               | 0          | 0 | 0 |
|                | 2021 | 0                    | 0          | 0 | 0 |
|                | 2022 | 1-race               | 0          | 0 | 0 |
| Vandalism      | 2020 | 0                    | 0          | 0 | 0 |
|                | 2021 | 1                    | 1          | 0 | 0 |
|                | 2022 | 1-race<br>1-religion | 1-religion | 0 | 0 |

**Arrests and Referrals for Disciplinary Action**

|                                |      |   |   |   |   |
|--------------------------------|------|---|---|---|---|
| Liquor Law Violations: Arrests | 2020 | 0 | 0 | 0 | 0 |
|                                | 2021 | 0 | 0 | 0 | 0 |
|                                | 2022 | 0 | 0 | 0 | 0 |
| Drug Law Violations: Arrests   | 2020 | 0 | 0 | 0 | 0 |
|                                | 2021 | 0 | 0 | 0 | 0 |
|                                | 2022 | 0 | 0 | 0 | 0 |

|                                   |      |    |    |   |   |
|-----------------------------------|------|----|----|---|---|
| Weapons Law Violations: Arrests   | 2020 | 0  | 0  | 0 | 0 |
|                                   | 2021 | 0  | 0  | 0 | 0 |
|                                   | 2022 | 0  | 0  | 0 | 0 |
| Liquor Law Violations: Referrals  | 2020 | 36 | 34 | 0 | 0 |
|                                   | 2021 | 39 | 39 | 0 | 0 |
|                                   | 2022 | 63 | 62 | 0 | 0 |
| Drug Law Violations: Referrals    | 2020 | 2  | 1  | 0 | 0 |
|                                   | 2021 | 4  | 4  | 0 | 0 |
|                                   | 2022 | 10 | 9  | 0 | 0 |
| Weapons Law Violations: Referrals | 2020 | 0  | 0  | 0 | 0 |
|                                   | 2021 | 0  | 0  | 0 | 0 |

|  |      |   |   |   |   |
|--|------|---|---|---|---|
|  | 2022 | 0 | 0 | 0 | 0 |
|--|------|---|---|---|---|

| Unfounded |      |                    |                                       |                     |                 |
|-----------|------|--------------------|---------------------------------------|---------------------|-----------------|
|           | Year | On Campus Property | On Campus Student Residential Housing | Non-Campus Property | Public Property |
|           | 2020 | 0                  | 0                                     | 0                   | 0               |
|           | 2021 | 0                  | 0                                     | 0                   | 0               |
|           | 2022 | 0                  | 0                                     | 0                   | 0               |

**Emergency Response and Evacuation Procedures**

It is the goal of Rhode Island School of Design (RISD) to ensure that careful planning, with an emphasis on safety, will help members of the RISD community handle crises and emergencies with appropriate responses. Every member of the RISD community shares responsibility for emergency preparedness and response.

*Emergency Communications*

Population Warning

In communicating during emergency situations, RISD’s objective is to communicate facts as quickly as possible while ensuring accuracy and to regularly update information as circumstances warrant. The primary way RISD does this is through the RISD!Alerts emergency notification system, which can send information to students, faculty and staff via phone, the LiveSafe application, email and/or text messaging. RISD Public Safety and RISD Marketing & Communications are the only departments authorized to distribute RISD!Alerts or LiveSafe notifications. Within Public Safety, the Command Staff and Sergeants have all been trained and authorized to send RISD!Alerts. All users of the RISD!Alert system have been given the authority to send alerts without prior approval from senior leadership in the case of an extreme event or incident. Once a RISD!Alert has been sent out, RISD Marketing & Communications will communicate timely and accurate information to all constituent groups first and foremost via posts on emergency.risd.edu. The RISD.edu homepage, the institution’s social media accounts, and RISD!Alerts and/or LiveSafe will direct visitors to emergency.risd.edu for the latest updates. A RISD!Alert automatically convenes the Emergency Operations Command Team (EOCT). The team will convene in person when it is safe to do so or via a conference line. After the EOCT is convened, follow-up information sent through RISD!Alerts and/or LiveSafe will be guided by the EOCT Chair.

Public Information

Marketing & Communications will coordinate all communication with external partners. When departments need to send a message to the campus or external partners, the EOCT will approve the message after Marketing & Communications has reviewed and made appropriate edits.

Communication Infrastructure

Effective communication during an incident will be facilitated through the use of the following technology:

- Listserv – The listserv includes EOCT members, senior leadership and other RISD stakeholders. The listserv will be utilized when convening the EOCT in person is unnecessary or too difficult, or when information needs to be shared more broadly.

- Radios – Public Safety has 800MHz radios, which can communicate with Providence Police and Providence Fire Departments. Facilities also has radios on a separate frequency. Public Safety and Facilities can communicate through use of the base station. Radios are generally assigned to specific individuals, but there are approximately six spare radios for use by the EOCT.
- RISD!Alert messages can be sent by an authorized individual electronically. The entire system (all users) is tested once per year and tested with a small number of employees on a monthly basis.

### *Evacuation Procedures*

#### Building Evacuation and Relocation

In the case of a fire or other emergency that requires all occupants to immediately leave a building or area, evacuation will be signaled by the internal building alarm, a RISD!Alert or LiveSafe message, or by the direction of emergency personnel on scene. Building evacuation plans have been developed for all facilities at RISD and can be found posted on every floor or online at [info.risd.edu](http://info.risd.edu) under Facilities: Fire/Life Safety. Maps showing a means of egress can also be found on the back of every residential hall room door or main exit door to a residential hall suite. If a building is evacuated, occupants shall follow the direction of first responders and DPS for immediate response. DPS and Facilities will coordinate any required relocation. If a fire or other incident makes a building or area unsafe to reenter for a significant period of time, students, faculty, staff and /or visitors will be directed to a temporary shelter for support (food, information, shelter, medical attention, etc.).

#### Campus Evacuation

For most incidents that could impact RISD's campus, shelter in place or campus closure will be enough. However, in the event of a natural disaster large enough that an evacuation of the entire campus is required, the EOCT will coordinate this effort, under the direction of the city of Providence. The EOCT will begin this process by providing notification of the evacuation to all students, staff and faculty. Adequate time will be given to allow as many community members as possible to make their own travel and accommodation arrangements. The EOCT will make plans for anyone unable to evacuate on their own and will coordinate safe accommodation with local shelters. A notice will go out to all community members when it is safe to return to campus.

#### *Sheltering*

In emergency situations where the risk is outside, such as severe weather, an airborne toxin, or an armed intruder on campus, it is important for people to stay where they are and minimize their exposure. In these circumstances, shelter in place or lockdown will be required.

#### Shelter in Place

Shelter in Place will be signaled by a RISD!Alert to the campus community when the threat outside is weather or chemical related. Upon a Shelter-in-Place alert, students, faculty and staff who are not already indoors should immediately enter the nearest building and follow instructions from RISD!ALERT. The college will disseminate all-clear information as soon as it is available. This information will be provided through RISD!Alert and via the emergency website.

#### Lockdown

When the dangerous situation outside is criminal activity, such as an armed intruder or dangerous person on campus, people will be notified that the campus is in lockdown. When the campus is in lockdown, people may exit buildings but all card access will be turned off except for emergency personnel. An all-clear message will be sent via RISD!Alert when the situation has been neutralized.

#### *Impact Zone Access Control and Security*

If a hazard requires that people are kept out of an impact zone, Public Safety is responsible for managing the perimeter of any area that is college property. Streets or other city property areas are the jurisdiction of the Providence Police

Department, and any perimeter that includes these areas will require coordination between the two organizations. Every campus building is controlled by card access. Cards are made available to students, staff, faculty and occasionally to vendors or contractors on a short-term basis. In an emergency, access can be temporarily restricted by building or to essential staff only.

The implementation of this plan is directed by the Chair of the Emergency Operations Command Team (EOCT). The EOCT supports emergency operations, allowing on-scene emergency responders to focus their efforts on providing for the safety of those directly affected. The EOCT is responsible for coordinating the response to an emergency event impacting the campus, deploying campus staff and making requests to the city of Providence and state of Rhode Island Emergency Management personnel. The Emergency Operations Center (EOC) is the central command and coordination point for emergency and disaster response and serves as the centralized facility in which EOCT staff will check in and assume their emergency response responsibilities. The primary campus location is Met Room A in the Quad. Backup locations are 156 Benefit Street (What Cheer Garage) second floor conference room, and the 20 Washington (ProvWash) building fourth floor conference room.

### Command Structure

EOCT Chair - The EOCT Chair is responsible for the overall direction and guidance of emergency response operations during an emergency

Emergency Operations Command Team Once the EOCT Chair has identified the incident priorities, the team can coordinate response and recovery actions. The EOCT includes representatives from the following departments:

Facilities (EOCT Chair) Finance

Risk & Emergency Management Public Safety

Residence Life

Information Technology Services Environmental

Health & Safety Human Resources

Academic Affairs

Marketing & Communications Museum

Student Affairs Dining and Retail Continuing Education Title IX

RISD Senior Leadership (President, Cabinet and Trustees)

### *Emergency Levels*

The following four levels of emergencies are designed to provide guidelines for communicating a variety of incidents and emergencies that affect RISD. Not every hazard event requires the same degree of response, and incidents will be evaluated on a case-by-case basis.

Level 1 Minor Emergency: Information only, no action required. A campus emergency with limited impact that does not affect the overall operation and function of the college. Examples include a minor hazardous materials incident, small fire or temporary limited power outage. The situation can be handled by the department and DPS with other departments brought in as needed. DPS will gather information from the affected party and share with the EOCT. EOCT members should monitor emails coming into the listserv for updates.

Level 2 Emergency: The incident could affect a large portion of the campus but does not pose imminent danger. Information provided, act as appropriate. Examples include a power outage, any system failure (phones, internet, etc.) with an unknown impact to the campus, a minor storm or flood or civil disturbance or an event such as a protest scheduled to happen on or near campus. DPS will gather information from the appropriate source(s) and share with the entire EOCT. Each EOCT member will act as appropriate. EOCT members should monitor emails coming into the listserv for updates.



**Level 3 Major Emergency:** Information provided, response required. A local emergency that has disrupted or may potentially disrupt significant operation of the college or adversely impact a major population of the community. DPS will notify the EOCT; the Chair will decide where to convene the group. The College Emergency Communication Plan will be implemented. Examples include serious crimes on campus, major fires, death(s) or partial infrastructure failure.

**Level 4 Campus Wide:** Imminent danger on campus, respond in person ASAP. A community-wide emergency that will disrupt the operations of the college and involves major damage, systems failure or imminent danger to our community. Disasters impact not only the college, but possibly the surrounding community and beyond. EOCT will be mobilized and convened in the EOC. The College Emergency Communication Plan will be implemented. Examples include tornadoes, widespread extended power outages, severe natural disasters, serious acts of terrorism, chemical spills, active shooters or armed intruders.

### *Emergency Plan Testing*

In order to build a community prepared to respond to a disaster, RISD provides training opportunities, facilitates drills and exercises, and asks that managers support and encourage participation in these events. In particular, RISD expects EOCT members and senior leadership to participate in drills and exercises. RISD also provides training opportunities for the campus community on a regular basis including Active Shooter (Threat) Response Training, First Aid, CPR and AED training.

### Drills

**Evacuation/Fire Drills** - Fire drills are held in every residential building on campus multiple times per year. The Environmental Health and Safety Department conducts scheduled drills at RISD's residential housing. It is the goal of the Fire and Life Safety Committee with the support of the Emergency Operations Command Team to conduct fire drills in at least three academic and administrative buildings per year.

**Call Center Drills** - At least once per calendar year a drill will be held to practice setup and takedown of the call center in 123 Dyer. The drills will include EOCT and VTF members.

### Exercises

RISD develops a minimum of one discussion-based tabletop exercise per year. These exercises include the members of the EOCT and backups as needed. In addition, exercises may include representatives from other RISD departments who are invited to attend in accordance with the specific functions being tested. Outside agencies that RISD partners with such as the Providence Emergency Management Agency (PEMA), Providence Fire and Police Departments, local utility companies and local hospitals are also invited to participate in these exercises. After every exercise, participants and observers conduct a "hot wash" activity to evaluate the strengths and weaknesses of the exercise. The results of this activity are compiled in an after-action report, including an improvement plan that guides future changes to the plan. The following is a list of the tabletop exercises and themes for the years 2019, 2020 and 2021.

- August 4, 5 and 6, 2020: COVID Response Scenarios (virtual)
- October 15, 2021: Water Emergency (water main break)
- October 14, 2022: Gas Leak Emergency

### **Alcohol, Drugs and Weapons Policies**

RISD prohibits the unlawful use, possession, distribution, dispensation and manufacture of controlled substances, other illicit drugs and alcohol in the workplace, classroom and studio, at any other location owned, leased or being used by RISD, and in connection with any RISD-sponsored activities. RISD further prohibits even the lawful service and use of alcohol on the RISD campus and at any other location owned, leased or being used by RISD unless such service and use has been pre-authorized under RISD's "Guidelines for the Service and Consumption of Alcohol on Campus." Individual departments and offices may impose additional prohibitions on employees and students within their jurisdiction.

Employees who violate this policy will be subject to the full range of discipline available under RISD's Staff Corrective Action Policy and/or applicable collective bargaining agreements, up to and including termination, and may also be referred for criminal prosecution. It is a condition of employment at RISD that any employee who is convicted of violating a criminal drug statute in the workplace must notify his or her immediate supervisor and the Vice President of Human Resources within five days of the conviction. Confidential assessments, counseling and referrals to community resources are available from The Wellness Corporation, RISD's employee assistance program provider, by phone at 1-800-828-6025 and on the web at WellnessWorkLife.com (see Employee Assistance Program for additional contact information).

Other community resources:

- Alcoholics Anonymous (AA) 401-438-8860 or 800-439-8860 (only in RI)
- Adult Children of Alcoholics (ACOA) 401-781-0044
- Al-Anon 401-781-0044
- Narcotics Anonymous (NA) 877-461-1110
- Community Organization for Drug Abuse (CODAC) 401-942-1450

#### *Guidelines for Alcohol Use at Social Events at RISD*

Unauthorized use or possession of alcoholic beverages in RISD buildings is forbidden. Alcohol may be served at social events, such as exhibition openings, with specific written permission from the Museum Director for events taking place in the RISD Museum, from the Provost for events taking place in academic spaces and from the Dean of Students for events taking place in social or non-academic spaces. Alcohol consumption is never permitted during critiques or in situations where grades are assigned for student projects. In order to serve alcohol at openings or other social events on campus, a student or student group must seek approval through completion of an alcohol proposal form available at the Department of Public Safety (DPS). Even at approved functions, the guidelines must be followed and only under these conditions, will the Office of Academic Affairs approve and inform DPS of the approved event:

1. The individual requesting the approval must be at least 21 years of age
2. Minors will not be served
3. Only beer and wine may be served
4. Food must also be served
5. There must be a bartender contracted through Dining & Catering Services

#### *Drug Policy*

The possession, use, distribution and/or sale of any illegal drug, and the misuse of prescription drugs, are violations of federal and state law and college policy. The college cooperates with federal, state and local law enforcement investigations and efforts aimed at controlling the possession, use, distribution and sale of illegal drugs, including the non-medical use, sale or distribution of prescription drugs. By law, use of prescription drugs is limited to those to whom the prescription has been issued. Students found in violation of Rhode Island's alcohol and drug laws are subject to prosecution by local authorities as well as referral to the Code of Conduct Administrator.

RISD is committed to ensuring that all employees attend work confident that they will not be endangered by the use or abuse of drugs. To comply with the federal Drug-Free Workplace Act of 1988, the college has adopted a Drug-Free Workplace Policy, which is distributed annually to all employees.

#### *Alcohol and Drug Education and Outreach*

Know Your Limit, a 30-minute online course that teaches students skills for responsible drinking. Students are taught the importance of moderating alcohol consumption, the dangers of binge drinking, skills to drink responsibly and how to intervene when a friend has had too much to drink. Offered as needed to students by the Office of Student Affairs What's in Your Drink, an in-person class on alcohol awareness, RISD Student Conduct policies and the effects of binge drinking,

college statistics, etc. Offered annually in the fall by the Office of Student Affairs

### *Weapons Policy*

The college forbids possession, storage or use of any weapon, defined as any object or substance used, or that could be used, to inflict a wound, cause injury or incapacitate, including but not limited to all firearms, slingshots, pellet guns, switchblade knives, explosives and dangerous chemicals such as tear gas on college premises.

Students found in violation of the state of Rhode Island's weapons laws are subject to prosecution by local and state authorities as well as referral to the Code of Conduct Administrator.

Employees who violate this policy will be subject to the full range of discipline available under RISD's Staff Corrective Action Policy and/or applicable collective bargaining agreements, up to and including termination, and may also be referred for criminal prosecution.

### **Missing Student Notification Policy and Procedures**

In compliance with the Higher Education Opportunity Act of 2008, RISD takes student safety seriously. To this end, the following policies and procedures have been established to assist in locating RISD students living in college-owned on-campus housing who, based on the facts and circumstances known to RISD, are determined to be missing.

#### *Confidential Contacts*

At the beginning of each academic year, RISD will inform students that each residential student, 18 years of age or older, has the option to identify an individual to be contacted by RISD no later than 24 hours after RISD has determined the student to be missing. Students may register this "confidential contact" information through the RISD!Alert emergency notification system. A confidential contact is a person designated by the student in addition to the emergency contact listed with the college on RISD!Alert. This contact information is registered confidentially, will be accessible only to authorized campus officials and may not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation. In cases where a confidential contact is not designated, or the confidential contact cannot be reached at the number provided by the student, the emergency contact or other available contacts provided to the college will be used. The emergency contact may be notified in addition to any confidential contact provided. If the student is under 18 years of age, and not an emancipated individual, RISD is required to notify a custodial parent or guardian within 24 hours after the time that the student is determined to be missing. RISD will notify the appropriate law enforcement agency no later than 24 hours after the time that the student is determined to be missing, regardless of any other contacts that may be requested by the student or initiated by the institution.

#### *Missing Person Procedures*

If RISD DPS or law enforcement personnel make a determination that a student who is the subject of a missing person report has been missing for more than 24 hours and has not returned to campus, RISD will initiate the Missing Student Policy and Procedures in accordance with the student's designation.

RISD will initiate the following notification procedure for a missing student who resides in on-campus housing. Note that these resources may be used in any order and combination.

- A missing student report may be made to DPS or the Residence Life Office.
- Any official missing person report relating to this student shall be referred immediately to DPS for investigation.
- Once a report is received, the following offices will be notified:  
Department of Public Safety (DPS)  
Academic Affairs Student Affairs

## Residence Life

If DPS, after investigating the official report, determines the student has been missing for more than 24 hours, RISD will contact the individual identified by the student as a “confidential contact,” the custodial parent or legal guardian if the student is under 18 and not emancipated, and local law enforcement if these do not apply.

Upon notification from any entity that any student may be missing, RISD may use any of the following resources, as well as any other means the college deems to be of value to assist in locating the student.

- Through the Residence Life Office, college staff may be asked to assist in physically locating the student by keying into the student’s assigned room.
- Talking with known associates.
- Resident Assistants may be enlisted to gather information from neighboring students, friends and roommates.
- DPS may search on-campus public locations to find the student (library, dining areas, etc.).
- DPS may issue an ID picture to assist in identifying the missing student.
- The Student Affairs Office may try to contact known friends, family or faculty members for last sighting or additional contact information.
- Academic departments may be contacted to seek information on last sighting or other contact information.
- DPS may access card access logs and/or video monitoring recordings to determine last use of the card and track the card for future uses.
- The Office of Institutional Technology may be asked to look up email logs for last login and use of the RISD email system.

If there is any indication of foul play, the local police department will immediately be contacted for assistance.

### **Information on Registered Sex Offenders**

The Adam Walsh Child Protection and Safety Act of 2006 creates a national sex offender registry and instructs each state to collect information about sex offenders and make it available to members of the public. The Campus Sex Crimes Prevention Act requires sex offenders residing in Rhode Island who must register under state law to provide notice to authorities of enrollment or employment at any Rhode Island institution of higher education. In the state of Rhode Island, sex offenders are registered with the local police department in their respective municipalities. In Providence, sex offenders must register with the Providence Police Department. Persons seeking information related to the Sex Offender Registry and access to related information should contact the Providence Police Department at 401-272-3121, or the Sex Offenders Community Notification Unit with the Rhode Island Parole Board at 401-426-0905, or online at <http://www.paroleboard.ri.gov>.

### **Sexual Violence Awareness and Prevention Programs**

RISD hosts a variety of ongoing awareness programming, initiatives, and strategies for students and employees that are intended to prevent dating violence, domestic violence, sexual assault, and stalking; promote effective consent, positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality; encourage safe bystander intervention; and seek to change behavior and social norms in healthy and safe directions.

*Awareness programs* means community-wide or audience-specific programming, initiatives, and strategies that increase audience knowledge and share information and resources to prevent violence, promote safety, and reduce perpetration.

*Bystander intervention* means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.

*Effective consent* is defined by RISD as conscious, informed, freely and voluntarily given, mutually understandable words or actions which indicate a willingness to participate in a specific mutually agreed upon sexual activity.

*Ongoing prevention and awareness campaigns* means programming, initiatives, and strategies that are sustained over time and focus on increasing understanding of topics relevant to and skills for addressing dating violence, domestic violence, sexual assault, and stalking, using a range of strategies with audiences throughout the College.

*Primary prevention programs* means programming, initiatives, and strategies informed by research or assessed for value, effectiveness, or outcome that are intended to stop dating violence, domestic violence, sexual assault, and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.

*Programs to prevent dating violence, domestic violence, sexual assault, and stalking* include both primary prevention and awareness programs directed at incoming students and new employees and ongoing prevention and awareness campaigns directed at students and employees. Programs to prevent dating violence, domestic violence, sexual assault, and stalking are comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking that are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research or assessed for value, effectiveness, or outcome; and consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels.

*Risk reduction* means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence

## **Programming**

RISD hosts programs to prevent dating violence, domestic violence, sexual assault, and stalking that are comprehensive, intentional, and integrated; are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research or assessed for value, effectiveness, or outcome; and consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels.

Examples of related programming in 2022 included:

- *Consent Education 101 Workshop* discussing sexual activity, consent, non-consent, and relationships.
- RISD's first annual *Red Flag Campaign* used a bystander intervention strategy to address and prevent sexual assault, dating violence, and stalking on campus. The campaign encourages friends and other campus community members to say something when they see warning signs ("red flags") for sexual assault, dating violence, or stalking in another person's relationship.
- *Sex Week* is an annual collaboration initiative between Center for Student Involvement (CSI), Residence Life, Health Education + Promotion, Equity & Compliance, and Intercultural Student Engagement that provides RISD community members with a week of comprehensive, engaging, queer-inclusive, culturally competent, and medically accurate programming focused on sexual health, education, and pleasure.
- *Sliding Into Your DMs* is an interactive workshop that uses a choose-your-own adventure game that allows students to explore how their actions affect relationships using simulated versions of Tinder, Instagram, WhatsApp, and Snapchat, learning how to keep themselves safe, spot green & red flags, end relationships safely, and more.
- *Deconstructing and Reconstructing Gender* was a program hosted by Equity & Compliance and ISE with aims to engage students in de-constructing and re-constructing the social constructs of gender, masculinity, and femininity through

visual journaling and constructive discussion.

## **Student Training**

At the beginning of the 2022-2023 academic year, RISD sponsored a workshop for incoming students at New Student Orientation by Sexual Health Includes Pleasure (SHIP), a nonprofit organization dedicated to providing culturally inclusive, medically accurate, and pleasure guided sexuality education and professional training. Further, RISD's Equity & Compliance presented at Common Student Leader Training & New Student Orientation to provide an overview of the office, policies, processes, and definitions related to dating violence, domestic violence, sexual assault, and stalking prevention and response. Equity & Compliance staff provided student attendees tools to identify and engage in bystander intervention for bias, discriminatory harassment, and sexual misconduct in addition to consent and healthy relationships. Additionally, student leaders who have been deemed as Campus Security Authorities (CSAs) received mandatory training regarding reporting and response obligations as they related to bias, discrimination, and discriminatory harassment including sexual misconduct.

In addition to Common Student Leader Training and New Student Orientation, RISD works with a third-party vendor, Get Inclusive, to provide educational training—Diversity, Equity, and Inclusion (DEI) for Students—to our incoming students. Moreover, all new students were sent our Title IX and Sexual Misconduct training modules through Blue Seat Studios on the Gainfull App.

## **Faculty and Staff Training**

In addition to incoming student programming and training, RISD offers both primary prevention and awareness programs directed at employees, especially new employees. These prevention programs also offer a layer of bystander intervention to empower community members to intervene and stop problematic behavior, even if it is not directed at them.

Similar to incoming students, RISD works with Get Inclusive, to provide 3 educational training modules—Harassment & Discrimination Prevention (Non-Supervisors), Harassment & Discrimination Prevention (Supervisors), and Title IX Training—to all newly hired employees. Of note, all RISD employees have access to the Get Inclusive training modules.

Additionally, Equity & Compliance engaged with a variety of departments to host presentations, workshops, and trainings related to:

- Handling Title IX Complaints + Employee Support in Navigating Processes
- Title IX Training for Graduate Teaching Assistants
- Equity & Compliance Title IX Training for Advisors & Hearing Panelists
- Crisis Mitigation for Architecture
- Pre-Departure Training for Faculty Hosting Study Abroad Trips

## **RISK REDUCTION**

### **Relationship Violence**

#### **How to Recognize Warning Signs of Relationship Violence**

Someone involved in an abusive relationship (emotional abuse, physical abuse, etc.), may display some or all the following signs:

- Injuries in multiple stages of healing (often bruises of various colors)
- Fear of displeasing partner
- Spending less time with friends
- Withdrawal from activities that one typically enjoys
- Focusing all of one's energy on their partner
- Inconsistent explanations about cause of injuries due to fear of letting others know the severity of the situation.

Here are some signs of an abusive partner in a relationship:

- Explosive temper, mood swings
- Jealousy or possessiveness.
- Stalking behaviors such as following, watching from a distance, unwanted or excessive communication.
- Invasion of privacy or obsessive tracking of the person's activities.
- Doesn't seem to care about what their partner wants.
- Physical assault such as slapping, hitting, and punching.

## **Bystander Intervention**

While there is no surefire way to prevent violence, there are some things you can do to help reduce risk. All RISD students, staff and faculty should be aware of measures to take in preventing the risk of violence and creating a safer campus community.

Risk reduction includes options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence. Bystander intervention is a community approach to provide safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.

**If you or someone else is in immediate danger, call RISD Public Safety at 401 454-6666 or dial 911. This could be when a person is yelling at or being physically abusive towards another, and it is not safe for you to intervene.**

Bystander intervention:

- Has the potential to make a significant positive impact on individuals and the community of campus;
- Can create a safer and more inclusive environment for everyone on campus;
- Can be empowering, validating, and provide emotional and practical support in the moment and contribute to their long-term healing and recovery; and
- Can help to create a culture of respect, accountability, safety, trust, and belonging where everyone is expected to take responsibility for preventing and responding to incidents of harm.

Use your judgment to determine the best course of action and prioritize the safety and well-being of yourself and others. Bystander intervention is appropriate in any situation where there is potential harm or harm is already occurring, including incidents of bias, discrimination, and discriminatory harassment, including sexual misconduct.

The 5D Model provides RISD community members with ways to engage in active bystander intervention while considering safety, power dynamics, and risk reduction.

1. **DIRECT** - This involves directly confronting the person engaging in the harmful behavior and addressing the situation, and is most effective when there is a low risk of violence or retaliation.
  - a. Pros: Can quickly stop the harmful behavior and offer immediate support to the victim
  - b. Cons: Can be risky and escalate the situation, potentially leading to violence or retaliation.
  - c. Example: Someone is pushing a fellow student in the dining hall. A bystander intervenes by speaking up and telling the person to stop.
2. **DISTRACT** - This involves distracting the person engaging in harmful behavior in order to interrupt their actions and prevent them from continuing.
  - a. Pros: Can interrupt the harmful behavior without confronting the person directly, reducing the risk of violence or retaliation.

- b. Cons: May not address the root cause of the harmful behavior and may not be effective in all situations.
  - c. Example: A student is making inappropriate comments towards a peer at a party. A bystander intervenes by changing the subject and starting a conversation about a different topic.
3. DELEGATE - This involves seeking out help from a person in a position of authority or someone who is better equipped to address the situation. This can include an RA, Community Coordinator, Equity & Compliance, a faculty or staff member, or Public Safety.
  - a. Pros: Can ensure the situation is addressed by someone who has the power and authority to do so.
  - b. Cons: May not be as effective in the moment if the person in authority is not in the area to immediately address the behavior, but they can still help right after!
  - c. Example: A student overhears a conversation between two peers about an alleged sexual assault. The bystander intervenes by reporting the conversation to Public Safety and Equity & Compliance.
4. DELAYED SUPPORT - This can include providing comfort, checking in on them later, or helping them find resources for support after the incident has occurred.
  - a. Pros: Can provide emotional and practical support to the person experiencing harm.
  - b. Cons: May not directly address the harmful behavior and may not prevent future incidents.
  - c. Example: A student is being cyberbullied by classmates. A bystander intervenes by reaching out to the student and offering support.
5. DOCUMENT - If you witness an incident, document what you saw, including the date, time, location, and any other relevant details. This information may be helpful if the victim or survivor chooses to report the incident. This involves documenting the incident through photos, videos, or written notes.
  - a. Pros: Can provide evidence of the incident and help support the victim in taking action.
  - b. Cons: Can be risky if the person engaging in harmful behavior notices and retaliates.
  - c. Example: A bystander witnesses a student being sexually harassed by a professor. The bystander intervenes by taking notes, documenting, and reporting the incident to Equity & Compliance.

## Sexual Misconduct Policies, Procedures, and Resources

RISD is committed to creating and providing a learning, living and working environment free from gender-based discrimination. Gender-based discrimination, including sexual misconduct, stalking and intimate partner violence committed by members of our community, guests and visitors will not be tolerated. All members of our community, including guests and visitors, are expected to conduct themselves in a manner that does not infringe on the rights of others.

RISD continues to strengthen its policies in order to establish and maintain a safe and nondiscriminatory educational, residential, and employment environment in which all individuals are treated with respect and dignity. The Title IX Coordinator oversees the response and investigation process of all faculty, staff, and student cases involving sexual misconduct.

For the 2021-2022 year, RISD had the Sexual Misconduct and Title IX Policy (Title IX Policy). On October 17, 2022, Equity & Compliance issued an updated Sexual Misconduct and Title IX Policy. Both policies, and subsequent relevant policies, prohibit the following types of conduct:

- sexual harassment, gender-based harassment, sexual assault, sexual exploitation, relationship and interpersonal violence, provision of alcohol and/or other drugs for purposes of engaging in prohibited conduct, and stalking;
- retaliation against an individual for making a report of Prohibited Conduct or for participating in an investigation or resolution of an alleged violation of the Title IX policy; and
- the exertion of power, supervision, or authority by one individual over another in relationships of a sexual or intimate nature.

The Title IX Policy was updated in accordance with the August 14, 2020 Final Rule issued by the Department of Education. The Title IX Policy was updated to be in compliance with applicable legal requirements including Title IX of the Education Amendments of 1972; the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, as amended by the Violence Against Women Reauthorization Act of 2013; Title VII of the Civil Rights Act of 1964; and other applicable



federal and Rhode Island state laws.

In its current form, the Title IX Policy and Resolution Procedure, issued August 2023, supersedes previous statements of RISD policy on sexual harassment, sexual assault, sexual misconduct, dating violence, domestic violence and stalking on RISD campus.

Any student, faculty or staff member who has concerns about sexual discrimination, including any concerns pertaining to sexual misconduct, is encouraged to seek assistance from RISD's Title IX Coordinators and Deputy Coordinators (listed below):

Title IX Coordinator

Sana Amini<sup>1</sup>  
3rd floor, Office 346  
20 Washington Place  
[samini@risd.edu](mailto:samini@risd.edu)  
401-454-6510

Deputy Title IX Coordinator

Simone Tubman  
Executive Director, Equity & Compliance  
3rd floor, Office 352  
20 Washington Place  
[stubman@risd.edu](mailto:stubman@risd.edu)  
401-454-6297

Deputy Title IX & Compliance Coordinator<sup>2</sup>

Alyssa Roush  
Assistant Director, Equity & Compliance  
3rd floor, Office 348  
20 Washington Place  
[aroush@risd.edu](mailto:aroush@risd.edu)  
401-454-6386

Deputy Title IX Coordinator for Employees

Alison Douglas  
Interim Associate Director, Employment Operations/Senior Human Resources Partner<sup>3</sup>  
Human Resources, 3<sup>rd</sup> floor  
20 Washington Place  
[adouglas@risd.edu](mailto:adouglas@risd.edu)  
401-454-6720

Deputy Title IX Coordinator for Employees

Elizabeth Rainone  
Interim Vice President, Human Resources<sup>4</sup>  
Human Resources Office, 3<sup>rd</sup> floor  
20 Washington Place  
[erainone@risd.edu](mailto:erainone@risd.edu)

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<sup>1</sup> During the 2022 reporting period, Sydney Lake was RISD's Title IX Coordinator.

<sup>2</sup> Alyssa Roush was not in a Deputy Title IX Coordinator role during the 2022 reporting period. Roush became Deputy Title IX & Compliance Coordinator on July 1, 2023.

<sup>3</sup> During part of the 2022 reporting period, Douglas was the Human Resources Partner.

<sup>4</sup> During part of the 2022 reporting period, Rainone was the Director, Employment & Employee Development.

The Title IX Coordinator and Deputy Coordinators can provide information about resources for assistance and about options for addressing concerns. Those options may vary depending on the nature of the complaint, whether the complainant is a student, faculty or staff member, the wishes of the complainant regarding privacy, and whether the complainant prefers to proceed formally or informally. Together, these advisors play an integral role in fulfilling RISD's commitment to provide a positive learning, teaching and working environment for the entire community.

When a student or employee reports to the College that the student or employee has been a victim of dating violence, domestic violence, sexual assault or stalking, whether the offense occurred on or off campus, the College will provide the student or employee a written explanation of the student's or employee's rights and options as well as options for resources and support. This written explanation identifies existing counseling, health mental health, victim advocacy, legal assistance, visa and immigration assistance, and other services available for victims, both within the institution and in the community; and describes options for available assistance in; and how to request changes to academic, living, transportation, and working situations or protective measures.

RISD expects its students and employees to conduct themselves with awareness of their membership in a community engaged in the mutual pursuit of academic and artistic excellence and social responsibility—and therefore to comply not only with basic legal requirements, but also with additional, higher standards that enable and promote that pursuit.

#### *Title IX as defined under the Code of Federal Regulations § 106.30*

Title IX is a federal civil rights law passed as part of the Education Amendments of 1972. This law protects people from discrimination based on sex in education programs or activities that receive federal financial assistance. Title IX states that:

“No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.”

Title IX applies to any institution receiving federal financial assistance from the Department of Education, including state and local educational agencies. Educational programs and activities that receive federal funds from the Department of Education must operate in a nondiscriminatory manner. Also, a recipient may not retaliate against any person for opposing an unlawful educational practice or policy, or because a person participated in any complaint action under Title IX.

#### **Title IX at RISD**

Consistent with Title IX of the Education Amendments of 1972, RISD does not discriminate against students, faculty or staff based on sex in any of its programs or activities, including but not limited to educational programs, employment, and admission. Sexual harassment, including sexual violence, is a kind of sex discrimination and is prohibited by Title IX and by RISD. RISD also complies with Rhode Island laws that protect individuals from discrimination on the basis of sexual orientation, as well as on the basis of gender identity. Questions or concerns about possible discrimination based on sexual orientation and/or gender identity under state law may also be directed to the Title IX Coordinator or RISD's Equity & Compliance.

RISD is committed to responding promptly and effectively when it learns of any form of possible discrimination based on sex. RISD responds to reports of sexual harassment, including sexual violence, as part of its efforts to stop the harassment and prevent the recurrence of possible sex discrimination. An individual who has questions or concerns regarding possible discrimination based on sex should contact a Title IX Coordinator. An individual also may contact the US Department of Education, Office for Civil Rights (“OCR”). Title IX staff and the Department of Public Safety will assist members of the RISD Community in notifying law enforcement authorities as requested.

#### **Sexual Misconduct at RISD**

Engaging in any form of sexual contact or conduct with another person, without that person's effective consent (clear,

knowing, and voluntary) is strictly forbidden. Effective consent is: conscious, informed, or voluntary, using words or actions that give permission for specific sexual activity. Informed consent; freely and voluntarily given; mutually understandable words or actions which indicate a willingness to participate in mutually agreed upon sexual activity is the standard of acceptable sexual activity at RISD. Sexual misconduct can occur between people of the same or different genders. For purposes of this provision, (a) it is the responsibility of the person seeking to initiate sexual contact or conduct to affirmatively obtain such consent, not of the intended recipient of such contact or conduct to affirmatively deny such consent, and (b) valid consent cannot be obtained from a person whose ability to make decisions is obviously substantially impaired by alcohol, drugs, or other intoxicants or by mental or physical condition; who is unaware that the sexual contact or conduct is being committed; or who is compelled or coerced to grant consent by force, threat of force, deception, or supervisory or disciplinary authority.

Among the most serious types of sexual misconduct are sexual assault, domestic violence, dating violence, stalking, and sexual harassment.

## **Privacy, Confidentiality and Reporting Sexual Misconduct**

At RISD, all employees, including faculty and staff, are expected to immediately report all known information about suspected sexual misconduct, including but not limited to: sexual harassment, sexual assault, intimate partner violence, stalking, sexual exploitation and hostile environment, that is perpetrated against them or other members of the RISD community to the Title IX Coordinator and/or Equity & Compliance. This includes any relevant information they may possess, such as the name(s) of the party(ies) and known details of the conduct. This expectation applies no matter how the information is learned; whether from direct report from an affected party, from social media, or from a concerned third party.

In order to make informed choices, one should be aware of privacy, confidentiality and reporting requirements when consulting campus resources.

Any allegation of sexual misconduct brought against a RISD student or employee, regardless of where the alleged sexual misconduct occurred, will be taken seriously. Sexual misconduct alleged to have occurred off the RISD campus may be more difficult to investigate. If a person who is not a member of the RISD community notifies RISD of alleged sexual misconduct by a RISD student or employee, RISD will determine whether the conduct described is a sufficient risk to the safety of the RISD community to review further. Except in those cases where the complainant has contacted a strictly confidential resource, RISD will take measure to look into the allegations, to the best of its ability, promptly, thoroughly and impartially and will take appropriate measures to provide resources, support to stop the misconduct, prevent its recurrence and readdress its effects.

Students and employees have numerous options for reporting and obtaining support.

### *Reports May Be Made:*

Against a Student: An individual can elect to pursue a report against a RISD student.

Against Staff or Faculty: An individual can elect to file a report against a RISD staff or faculty member with a Title IX Coordinator or with the Deputy Title IX Coordinator for Employees.

Against a Non-RISD Community Member: An individual can elect to file a report against someone who is not affiliated with RISD. RISD may have limited ability to address the report aside from providing supportive measures and resources.

The following describes four kinds of reporting options available at RISD:

## **Formal Reporting Options**

You are encouraged to speak to college officials, such as the Title IX Coordinator, Executive Director of Equity & Compliance, and Public Safety to make formal reports of incidents of sexual misconduct. You have the right, and can expect, to have incidents of sexual misconduct taken seriously by RISD when formally reported. Formal reporting still affords privacy to the reporter. Information will be shared, only as much is necessary to complete any formal resolution process or to make supportive measure requests. Formal reporting through Equity & Compliance does not initiate a legal or criminal proceeding. For those seeking the assistance of law enforcement and the judicial system, Equity & Compliance can provide support during the reporting process.

### **Confidential Reporting**

If you would like the details of an incident to be kept confidential, you may speak with Counseling and Psychological Services (CAPS) and the RISD Health Center on campus. There are off-campus counselors or rape crisis resources, or off-campus clergy/chaplains who will also maintain confidentiality. CAPS counselors are available to help you free of charge and can be seen on an emergency basis during normal business hours. After business hours, CAPS utilizes a service called ProtoCall with on-call professional staff to provide therapeutic support. Any calls answered with ProtoCall will also create a report for CAPS staff to follow up with the impacted person during the following business day.

### **Private Reporting**

You may seek advice from campus resources that are still required to report formally but will not tell anyone else your private or personally identifiable information. Private reporting is not confidential, and follows reporting procedures in a way that aims to respect everyone's privacy. These resources and staff include student employees, such as Resident Assistants (RAs), AIRS, HAWAs, faculty members, advisors to student organizations, student affairs personnel, and many others.

If you are unsure of someone's duties and ability to maintain your confidentiality, ask them before you talk to them. They will be able to tell you and may be able to connect you with other resources. If your personally identifiable information is shared, it will be shared with as few people as possible and all efforts will be made to protect your privacy to the greatest extent possible.

### **Anonymous Reporting**

If you would like to report details of your experience to RISD without identifying yourself, you can report anonymously through the Equity & Compliance Intake Reporting Form. You can choose what information you want to identify in your report to Equity & Compliance. For various reasons, impacted persons may want to put RISD on notice about certain conduct, incidents, or persons without making themselves known to RISD. Anonymous reporting may limit RISD's ability to respond to a situation and anonymous reporters should not expect to receive outreach from Equity & Compliance regarding their report.

### **Retaliation**

Retaliation consists of any adverse action taken against an individual, or group of individuals, for initiating or participating, in good faith, in the investigation of a complaint of sexual misconduct or discrimination. Engaging in this behavior is prohibited and may result in a further violation of relevant College policy.

### **Good Samaritan Provision**

It is in the best interests of this community that as many victims as possible choose to report to RISD officials. To encourage reporting incidents of sexual misconduct, RISD pursues a procedure of offering victims of sexual misconduct limited immunity from being charged for policy violations related to the sexual misconduct incident.

### **Involvement of Law Enforcement**

Although RISD strongly encourages all members of its community to report violations of Rhode Island law to law enforcement (including Public Safety and/or local police), it is your choice whether or not to make such a report.

Furthermore, you have the right to decline to notify law enforcement. RISD, through the Title IX Office or Public Safety, will assist you with notifying law enforcement if that is what you want. The Providence Police Department may also be reached directly by calling (401) 272-3121. Additional information about the Providence Police Department may be found online at: <https://www.providenceri.gov/police-department/>

## Supportive Measures

RISD will take and/or make available reasonable and appropriate Supportive Measures designed to restore or preserve access to educational and employment opportunities without unreasonably burdening either party; address safety concerns of the Complainant, the Reporting Party, the Respondent or broader RISD community; maintain the integrity of the investigative and/or resolution process; and deter retaliation.

Supportive Measures are available whether or not a Formal Complaint is filed and regardless of whether the Complainant or Title IX Coordinator files a Formal Complaint. Supportive Measures are non-disciplinary, non-punitive individualized measures offered as appropriate, as reasonably available and without fee or charge to the Complainant or Respondent.

Supportive Measures may include:

- Facilitating access to counseling and medical services;
- Guidance in obtaining a sexual assault forensic examination;
- Facilitating conversations with professors/supervisors in arranging rescheduling assignments and extensions of deadlines;
- Academic supports;
- Assistance in requesting accommodations through the appropriate office, if the Complainant or Respondent qualifies as an individual with a disability;
- Facilitating conversations with professors/supervisors for changes in the Complainant's or Respondent's class schedule (including the ability to transfer course sections or withdraw from a course), work schedule, or job assignment, including teaching, research, and service responsibilities;
- Facilitating conversations with individuals regarding the Complainant's or Respondent's campus housing;
- Facilitating conversations with individuals regarding transportation/Safety Escort and other safety planning steps;
- Imposition of a "no contact directive," an administrative remedy designed to curtail contact and communications between two or more individuals;
- Facilitate conversations for a voluntary leave of absence;
- Referral to resources to assist in obtaining a protective order;
- Referral to resources to assist with any financial aid, visa, or immigration concerns; or
- Any other Supportive Measure that does not unreasonably interfere with either party's access to education or employment opportunities can be used to achieve the goals of the Title IX policy.

RISD will consider a number of factors in determining which Supportive Measures to take, including the needs of the Student or Employee seeking Supportive Measures; the severity or pervasiveness of the alleged conduct; any continuing impacts on the parties; whether the Complainant and the Respondent share the same residence hall, academic course(s), or job location(s); and whether judicial measures have been taken to protect the Complainant (e.g., protective orders).

In addition, other forms of Supportive Measures may involve more restrictive actions. Such Supportive Measures, listed below, are typically only available when RISD has an articulable factual foundation that would support the taking of a restrictive measure against a Respondent prior to the conclusion of the investigation or in lieu of an investigation. More restrictive Supportive Measures, to the extent they are non-punitive, non-disciplinary and can be imposed without unreasonably burdening the Respondent, include:

- Emergency removal of a Student Respondent;
- Paid or unpaid administrative leave for the Employee Respondent;
- Withdrawal from sponsored-research projects;
- Change in the Respondent's campus housing;

- Exclusion from all or part of campus housing;
- Exclusion from specified activities or areas of campus; or
- Any other restrictive measure that must be used to achieve the goals of the Title IX policy.

RISD will work in good faith to implement the requirements of judicially-issued protective orders and similar orders, to the extent that doing so is within its authority. The Title IX Coordinator (samini@risd.edu, (401) 454-6510) is responsible for ensuring the implementation of Supportive Measures and coordinating RISD's response with the appropriate offices on campus. RISD will maintain any Supportive Measures provided under the Title IX Policy as confidential, to the extent practicable and to the extent that maintaining such confidentiality would not impair RISD's ability to provide the supportive or protective measures.

## **What to Do If A Sexual Assault, Dating Violence, Domestic Violence, or Stalking Crime Has Occurred**

If you become a victim of sexual assault or any act of sexual misconduct or harassment, RISD is here to support you in getting the emotional, medical, and legal support you need.

Following an act of sexual assault, you may not want or be ready to make any of these decisions, which is normal; the sooner you go to a hospital following the assault, the more options you may have.

### **Immediately Following an Assault:**

- Go to a safe place and tell someone you trust what happened;
- Try not to bathe, shower, douche, brush your teeth, or go to the bathroom. This is important for preserving evidence. Please keep in mind that if you already have showered, bathed, etc., it is still possible to collect evidence.
- Do not throw away clothing or any other items that might contain evidence from the assault.
- If possible, do not change your clothes. If you already have, put your clothes in a clean paper bag, like a grocery store bag, and bring them with you to the emergency room.

### **Medical and Emotional Support:**

- Seek medical consultation on campus with Student Health Services, during business hours. If after Business hours, contact Public Safety. Who are trained EMT, for an escort to a local Hospital
- If relevant, seek a SANE (Sexual Assault Nurse Examination) at a local hospital like Women and Infants Hospital.

Even if you think you were not injured, for your well-being it is recommended that you receive medical care and/or a rape exam as soon as possible. Medical staff can help assess your needs, including prevention of sexually transmitted infections (STIs) and pregnancy, and emotional counseling.

### **Make a Report To the Title IX Coordinator:**

- Reporting provides access to Supportive Measures, Resources, Formal and Informal Resolution Options at RISD.

If you are unsure of what you need from RISD, it is recommended that you Report regardless in order to access Supportive Measures and other critical information that may impact future decision-making. You can choose how you want to engage with the Title IX Coordinator and/or Equity & Compliance.

## **Title IX Policy and Resolution Procedure**

The Title IX Policy and Resolution Procedures applies to cases and complaints of sexual harassment, sexual assault, stalking, dating violence and domestic violence brought under RISD's Title IX policy as defined under the Code of Federal Regulations § 106.30:

### **I. Policy Against Title IX Prohibited Conduct**

Rhode Island School of Design (“RISD”) prohibits all forms of discrimination on the basis of sex in the education programs and activities that it operates and is required by Title IX of the Education Amendments of 1972 (“Title IX”) and its implementing regulations not to discriminate in such a manner. This prohibition on the basis of sex applies to Title IX sexual harassment, including dating violence, domestic violence, sexual assault, and stalking (collectively “Title IX prohibited conduct”) as those terms are defined herein.

## **II. Applicability and Scope**

This Policy is designed to address RISD’s responsibilities under Title IX of the Education Amendments of 1972 relating to Title IX prohibited conduct and only applies to allegations of sexual harassment that meet the Title IX regulatory definition of sexual harassment and that have occurred within RISD’s education programs or activities in the United States. For purposes of this Policy, an education program or activity includes locations, events, or circumstances over which RISD exercises substantial control over both the Respondent, as defined below, and the context in which the Title IX sexual harassment occurs, and also includes any building owned or controlled by a student organization that is officially recognized by RISD.

## **III. Title IX Prohibited Conduct**

Title IX Sexual Harassment is conduct on the basis of sex that satisfies one or more of the following three categories: (1) Quid Pro Quo Sexual Harassment; (2) Hostile Environment Sexual Harassment; and/or (3) Sex-Based Crimes.

1. Quid Pro Quo Sexual Harassment occurs when an employee of RISD conditions the provision of an aid, benefit, or service of RISD on an individual’s participation in unwelcome sexual conduct.
2. Hostile Environment Sexual Harassment occurs when unwelcome conduct is determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to RISD’s education program or activity.
3. Sex-Based Crimes occur when conduct constitutes “Sexual assault” as defined in 20 U.S.C. 1092(f)(6)(A)(v), “dating violence” as defined in 34 U.S.C. 12291(a)(10), “domestic violence” as defined in 34 U.S.C. 12291(a)(8), or “stalking” as defined in 34 U.S.C. 12291(a)(30). Accordingly,
  - a. Sexual Assault includes the sex offenses of Rape, Sodomy, Sexual Assault with an Object, Fondling, Incest, and Statutory Rape.
    - i. Rape is the carnal knowledge of a person, without the consent of that person, including instances where the person is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity.
    - ii. Sodomy is oral or anal sexual intercourse with another person, without the consent of that person, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity.
    - iii. Sexual Assault with an Object is the use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of that person, including instances where the person is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity.
    - iv. Fondling is the touching of the private body parts of another person for the purpose of sexual gratification without the consent of that person, including instances where the person is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity.
    - v. Incest is nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
    - vi. Statutory Rape is nonforcible sexual intercourse with a person who is under the statutory age of consent.

- b. Dating Violence is violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship shall be determined based on consideration of the following factors:
  - i. The length of the relationship;
  - ii. The type of relationship;
  - iii. The frequency of interaction between the persons involved in the relationship.
- c. Domestic Violence includes felony or misdemeanor crimes committed by a current or former spouse or intimate partner of the victim under the family or domestic violence laws of the jurisdiction receiving grant funding and, in the case of victim services, includes the use or attempted use of physical abuse or sexual abuse, or a pattern of any other coercive behavior committed, enabled, or solicited to gain or maintain power and control over a victim, including verbal, psychological, economic, or technological abuse that may or may not constitute criminal behavior, by a person who:
  - i. is a current or former spouse or intimate partner of the victim, or person similarly situated to a spouse of the victim;
  - ii. is cohabitating, or has cohabitated, with the victim as a spouse or intimate partner;
  - iii. shares a child in common with the victim; or
  - iv. commits acts against a youth or adult victim who is protected from those acts under the family or domestic violence laws of the jurisdiction.

It should be understood that domestic violence and dating violence applies to any pattern of coercive behavior that is used by one person to gain power and control over a current or former intimate partner or dating partner. This pattern of behavior may include physical or sexual violence, emotional and psychological intimidation, threats, verbal abuse, stalking, isolation, and economic control.

- d. Stalking is engaging in a course of conduct<sup>5</sup> directed at a specific person that would cause a reasonable person to—
  - i. fear for their safety or the safety of others; or
  - ii. suffer substantial emotional distress.
- 4. Retaliation: Intimidation, threats, coercion, or discrimination, including charges against an individual for code of conduct violations that do not involve sex discrimination or sexual harassment, but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or a report or Formal Complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by Title IX or this Policy.

The following specific circumstances do not constitute retaliation: The exercise of rights protected under the First Amendment; Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a resolution process under this part, provided, however, that a determination regarding responsibility, alone, is not sufficient to conclude that any party made a materially false statement in bad faith.

Complaints alleging retaliation may be filed according to the Policy described herein.

#### **IV. Other Related Definitions**

- 1. Actual knowledge constitutes notice of Title IX prohibited conduct or allegations of Title IX prohibited conduct to RISD’s Title IX Coordinator or any official of RISD who has authority to institute corrective measures on behalf of RISD. Imputation of knowledge based solely on vicarious liability or constructive notice is insufficient to constitute actual knowledge. This standard is not met when the only official of RISD with actual knowledge is the

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<sup>5</sup> The term “course of conduct” means a pattern of conduct composed of 2 or more acts, evidencing a continuity of purpose, as defined in [18 USC § 2266\(2\)](#).



Respondent. The mere ability or obligation to report Title IX prohibited conduct or to inform an individual about how to report Title IX prohibited conduct, or having been trained to do so, does not qualify an individual as one who has authority to institute corrective measures on behalf of RISD.

2. Coercion means the use of an unreasonable amount of pressure to initiate or continue sexual activity against an individual's will. Coercion is more than an effort to gain consent, persuade, entice, or attract another person to engage in sexual activity. If coercion, intimidation, threats, and/or physical force is used, there is no consent.
3. Complainant means an individual who is alleged to be the victim of conduct that could constitute Title IX prohibited conduct.
4. Confidentiality exists in the context of laws that protect certain relationships, including those who provide services related to medical and clinical care, mental health providers, counselors, and ordained clergy. The law creates a privilege between certain health care providers, mental health care providers, attorneys, clergy, spouses, and others, with their patients, clients, parishioners, and spouses. Consultation with Confidential Resources does not constitute notice to RISD.
5. Conflict of Interest may exist when the Title IX Coordinator(s), Investigator(s), Decision-Maker(s), and Facilitator(s) of Informal Resolution Process has an actual or reasonably perceived conflict that prevents such person(s) from being able to impartially participate in their role under this Policy.
6. Effective Consent is defined by RISD as conscious, informed, freely and voluntarily given, mutually understandable words or actions which indicate a willingness to participate in a specific mutually agreed upon sexual activity.
7. Formal Complaint means a document filed by a Complainant or signed by the Title IX Coordinator alleging Title IX prohibited conduct against a Respondent and requesting that RISD initiate a formal or informal resolution process regarding the allegation of Title IX prohibited conduct. At the time of filing a Formal Complaint, a Complainant must be participating in or attempting to participate in the education program or activity of RISD. For purposes of this Policy, employment by RISD constitutes participation in the education program or activity. A Formal Complaint may be filed with Equity & Compliance in person, through mail, email, telephone, or electronic report submission.
8. Incapacitation means a state beyond drunkenness or intoxication, and a person is not incapacitated merely because they have been drinking or using drugs. Incapacitation is not determined by technical or medical definitions. The question is whether a person has the physical and/or mental ability to make informed, rational judgments and decisions. Where alcohol or other substances are involved, incapacitation is determined by how the substance impacts that person's decision-making capacity, awareness of consequences, and ability to make informed judgments. Because the impact of alcohol and other drugs varies from person to person, one should be cautious before engaging in sexual contact or intercourse when either person has been drinking alcohol or using other drugs. The use of alcohol or other drugs may create ambiguity about consent. If there is any doubt about either party's level of intoxication, the safe thing to do is to forgo all sexual activity.

Although each individual is different, there are some common and observable signs that someone is incapacitated or approaching incapacitation, including but not limited to slurred or incomprehensible speech, unsteady gait, combativeness, emotional volatility, vomiting, or incontinence. A person who is incapacitated may not be able to understand or coherently answer some or all of the following questions: Do you know where you are? Do you know how you got here? Do you know what is happening? Do you know who you are with?

9. Preponderance of the Evidence is the standard for making a determination of responsibility. This standard is met if the greater weight of the evidence demonstrates that it is 'more likely than not' that a violation has occurred.

10. Privacy means that information related to a complaint will be shared with only a limited number of RISD employees who “need to know” in order to assist in the assessment, investigation, and resolution of the report. All employees who are responsible for RISD’s response to Title IX prohibited conduct receive specific training and guidance about sharing and safeguarding private information in accordance with state and federal law. The privacy of student education records will be protected in accordance with the Family Educational Rights and Privacy Act (FERPA), and the privacy of employee records will be protected in accordance with Rhode Island law and Policy.
11. Respondent means an individual who has been reported to be the perpetrator of conduct that could constitute Title IX prohibited conduct.
12. Substantial control is whether the College has disciplinary authority, whether contractually defined or by policy and affiliation, over either the persons, places or contexts in question.
13. Supportive measures mean non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the Complainant or the Respondent before or after the filing of a Formal Complaint or where no Formal Complaint has been filed. Such measures are designed to restore or preserve equal access to RISD’s education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the recipient’s educational environment, or deter Title IX prohibited conduct.

**IV. Confidentiality**

RISD will keep private the identity of any individual who has made a report or complaint of sex discrimination, including any individual who has made a report or filed a Formal Complaint of Title IX prohibited conduct, any Complainant, any individual who has been reported to be the perpetrator of sex discrimination, any Respondent, and any witness, as may be required by FERPA or other applicable laws. In this context, privacy and confidentiality have distinct meanings as defined above.

**V. Reporting Incidents of Title IX Prohibited Conduct**

Any person may report Title IX prohibited conduct to the Title IX Coordinator, regardless of whether the person reporting is the person alleged to be a Complainant. Such a report may be made at any time (including during non-business hours) in person, through mail, email, telephone, or electronic report submission, through the following means:

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| <a href="#"><u>Equity &amp; Compliance</u></a> | 20 Washington Place (Prov Wash), 3rd Floor<br><a href="mailto:equitycompliance@risd.edu">equitycompliance@risd.edu</a><br>24/7: 401 454-6666<br><a href="#">Online Reporting Form</a> |
|  | Sana Amini<br>Title IX Coordinator<br><a href="mailto:samini@risd.edu">samini@risd.edu</a><br>401 454-6510  |
|  | Simone Tubman<br>Executive Director; Deputy Title IX Coordinator<br><a href="mailto:stubman@risd.edu">stubman@risd.edu</a><br>401 454-6297  |
|  | Alyssa Roush  |

|                                    |   |
|------------------------------------|---|
|                                    | Assistant Director; Deputy Title IX Coordinator<br><a href="mailto:aroush@risd.edu">aroush@risd.edu</a><br>401 454-6386   |
| <a href="#">RISD Public Safety</a> | South Hall<br>30 Waterman Street, Providence<br>Office hours: 8 am – 4 pm<br>24/7: 401 454-6666   |
| <a href="#">Human Resources</a>    | 20 Washington Place (Prov Wash), 3rd Floor<br><a href="mailto:humres@risd.edu">humres@risd.edu</a><br>401 454-6606  |
|                                    | Alison Douglas<br>Interim Associate Director, Employment Operations;<br>Sr. Human Resources Partner;<br>Deputy Title IX Coordinator for Employees<br><a href="mailto:adouglas@risd.edu">adouglas@risd.edu</a><br>401 454-6720 |
|                                    | Elizabeth Rainone<br>Interim Vice President, Human Resources;<br>Deputy Title IX Coordinator for Employees<br><a href="mailto:erainone@risd.edu">erainone@risd.edu</a><br>401 454-6427  |

There is no specific time frame for individuals who have experienced Title IX prohibited conduct to make an initial report pursuant to this process. Individuals are, however, encouraged to make a report soon after the incident in question in order to maximize RISD’s ability to investigate and reach a finding because RISD’s ability to respond fully may be limited with the passage of time.

A Complainant may request that RISD not investigate and/or adjudicate the report under the formal resolution process/procedures described herein. RISD will make all reasonable efforts to honor the Complainant’s request. However, RISD may have to pursue a Formal Complaint under certain circumstances including, but not limited to, instances when RISD has received multiple reports of misconduct by the same individual or when the conduct reported poses a compelling risk to the health and safety of the RISD community.

Upon receiving a report of sexual harassment, if the Title IX Coordinator is made aware of the identity of a Complainant, the Title IX Coordinator or Designee will make all reasonable efforts to promptly contact the Complainant to discuss the availability of supportive measures, consider the Complainant’s wishes with respect to supportive measures, inform the Complainant of the availability of supportive measures with or without the filing of a Formal Complaint, and explain to the Complainant the process for filing a Formal Complaint. For purposes of this Policy, RISD will be deemed to have Actual Knowledge of allegations only when notice of said allegations are made to the Title IX Coordinator or to a RISD official who has authority to institute corrective measures on behalf of RISD.

Upon receiving a report of sexual harassment, if the Respondent is unknown or is not subject to the policies of RISD, the Title IX Coordinator or Designee will make all reasonable efforts to provide the Complainant with supportive measures, as well as information and options regarding potential criminal processes. The Title IX Coordinator or Designee may also take appropriate actions to protect the Complainant, such as providing assistance in obtaining no-trespass and restraining

orders. If requested, RISD will assist in filing/applying for orders of protection, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court.

### **Title IX Coordinator Contact Information**

Sana Amini

Title IX Coordinator

20 Washington Place, 3rd Floor

[samini@risd.edu](mailto:samini@risd.edu)

401 454-6510

Option of Confidential Reporting: Individuals have the option to speak confidentially to:

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| <a href="#">RISD Counseling &amp; Psychological Services</a><br>(CAPS) - students only | 72 Pine Street, 2 <sup>nd</sup> Floor<br>Providence, RI 02903<br>Available 24/7: 401 454-6637 |
| <a href="#">RISD Health Services</a> - students only                                   | 72 Pine Street, 2 <sup>nd</sup> Floor<br>Providence, RI 02903<br>401 454-6625                 |
| <a href="#">Employee Assistance Program</a> (EAP) -<br>employees only                  | Coastline EAP<br>Available 24/7: 1-800-445-1195   |

Option of Reporting to Law Enforcement: Individuals who have experienced criminal violations are encouraged to report the incident to local law enforcement and have the option to do so. Formal reporting options include contacting the police department in the jurisdiction in which the incident occurred. If a Complainant chooses to report to law enforcement or pursue a criminal process, the Complainant may simultaneously pursue a Formal Complaint under this Policy. Individuals are advised that if there is concurrent law enforcement activity, RISD may temporarily delay its investigative or adjudicative process. RISD can provide Complainants with information and support in the process of reporting criminal conduct to law enforcement. Regarding the involvement of law enforcement, the Complainant has several options, including: (1) to notify law enforcement authorities; (2) to be assisted by campus authorities in notifying law enforcement authorities if the Complainant chooses; or (3) to decline to notify such authorities. RISD will comply with the Complainant's request for assistance in notifying law enforcement to the extent it is consistent with law. The Complainant's choice to report to law enforcement will not impact the provision of supportive measures.

### **VI. Interim Measures**

Emergency removal from campus: Nothing in this part precludes RISD from removing a Respondent from RISD's education program or activity on an emergency basis, provided that RISD undertakes an individualized safety and risk analysis, determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of Title IX prohibited conduct justifies removal, and provides the Respondent with notice and an opportunity to challenge the decision following the removal. Upon notification, the Respondent will have three (3) days to appeal this decision in writing to the Title IX Coordinator. This provision may not be construed to modify any rights under the Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act.

Supportive Measures: When a report of Title IX prohibited conduct is received, the Title IX Coordinator or

Designee will offer supportive measures.

Supportive measures may include but are not limited to: imposing a temporary no-contact order, which typically will instruct the parties to refrain from having contact with one another, directly or through intermediaries, whether in person or via electronic means, pending the investigation and determination. RISD may also take any further supportive action, when appropriate, pending the resolution of the matter, including but not limited to: referral to on/off-campus partners; changing a party's academic, working and/or living situation, if appropriate and reasonably available; facilitating conversations regarding extensions with professors, facilitating campus escort services, coordinating leaves of absence, increasing Public Safety presence in certain areas, and providing restrictive access to certain areas.

RISD will maintain as confidential any supportive measures provided to the Complainant or Respondent, to the extent that maintaining such confidentiality does not impair the ability of RISD to provide the supportive measures.

The Title IX Coordinator or Designee is responsible for coordinating the effective implementation of supportive measures.

RISD treats Complainants and Respondents equitably by offering supportive measures as defined above, and by following the resolution process explained herein before the imposition of any disciplinary sanctions or other actions that are not supportive measures. Both the Complainant and Respondent involved in either an informal or a formal resolution process have a right to receive supportive measures from RISD.

## **VII. Requirements for Title IX Personnel**

Training: The Title IX Coordinator(s), Investigator(s), Decision-Maker(s) and Facilitator(s) of Informal Resolution Process receive training on: prohibited behaviors as defined in this Policy, including Title IX Sexual Harassment; the scope of RISD's education program or activity as it relates to Title IX complaints, how to conduct the informal and formal resolution processes under this Policy, including investigations, live hearings, appeals, and Informal Resolution Process as applicable, and how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias.

The Panelist(s) will receive additional training on: any technology to be used at a live hearing; issues of relevance of questions and evidence, including when questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant.

The Investigator(s) will receive additional training on: issues of relevance to create an investigative report that fairly summarizes relevant evidence.

Any materials used to train will not rely on sex or other stereotypes and will promote impartial investigations and adjudications of Formal Complaints. All Title IX training materials will be posted on RISD's website as a part of its recordkeeping in accordance with law. (See "Recordkeeping" section below.)

In addition to the aforementioned trainings, RISD also offers primary prevention and awareness programs, as well as educational programs and campaigns for students and employees to promote the awareness of discrimination and harassment, including dating violence, domestic violence, sexual assault, and stalking.

As required by the Clery Act, the resolution process will be implemented by officials who, at a minimum, receive annual training on relevant issues related to sexual assault, dating and domestic violence, and stalking, and on how to conduct the resolution process.

Conflicts of Interest, Bias, and Impartiality: The Title IX Coordinator(s), Investigator(s), Decision-Maker(s), and Facilitator(s) of Informal Resolution Process will make all reasonable efforts to ensure the resolution process is facilitated in an impartial manner. The Title IX Coordinator(s), Investigator(s), Decision-Maker(s), and Facilitator(s) of Informal Resolution Process may not have a conflict of interest for or against Complainants or Respondents generally or an individual Complainant or Respondent.

The parties are expected to promptly report concern(s) regarding conflict of interest or bias regarding the above listed personnel to the Title IX Coordinator or Designee as soon as reasonably possible once they become aware of the conflict of interest or bias. Upon receiving a report of conflict of interest or bias, RISD will evaluate the report, and if it is determined that a conflict of interest or bias exists, RISD will appoint another individual to serve in the role.

#### **VIII. Filing a Formal Complaint**

A Complainant may file a Formal Complaint alleging Title IX prohibited conduct against a Respondent and requesting that RISD investigate the allegation of Title IX prohibited conduct. A Complainant also has the option to elect to proceed with an Informal Resolution Process, rather than an investigation, if both parties have voluntarily agreed to do so and have met the requirements described in the “Informal Resolution Process” section below.

A Formal Complaint is a document signed by a Complainant, or signed by the Title IX Coordinator, against a Respondent. Where the Title IX Coordinator signs a Formal Complaint, the Title IX Coordinator is not a Complainant or otherwise a party. The Formal Complaint may be filed with the Title IX Coordinator by using the contact information listed above for the Title IX Coordinator. For purposes of this definition, “document signed by a Complainant” means a document or electronic submission that contains the Complainant’s physical or digital signature, or otherwise indicates that the Complainant is the person filing the Formal Complaint.

Complainants who want to file a Formal Complaint cannot remain anonymous or prevent their identity from being disclosed to the Respondent, via the written notice of allegations.

#### **IX. Consolidation of Formal Complaints**

RISD may consolidate Formal Complaints under this Policy when allegations arise out of the same facts or circumstances. In addition, a Formal Complaint of Title IX retaliation described herein may be consolidated with a Formal Complaint of Title IX sexual harassment under Title IX. Where the formal resolution process involves more than one Complainant or more than one Respondent, references made to the singular “party,” “Complainant,” or “Respondent” include the plural, as applicable.

#### **X. Initial Assessment of a Formal Complaint**

Upon receipt of a Formal Complaint, the Title IX Coordinator or Designee will conduct a preliminary review to determine whether the complaint alleges conduct cognizable under RISD’s Title IX Policy, whether there is reasonable cause to proceed, and/or what charges should be brought against the Respondent.

In evaluating whether or not a complaint is cognizable, the Title IX Coordinator or Designee will evaluate:

1. Whether RISD has jurisdiction over the Respondent and the location or context in which the alleged conduct occurred; and
2. Whether the alleged conduct, if proven as stated in the complaint, would constitute a violation of applicable Title IX prohibited conduct under this Policy.

If the Title IX Coordinator determines that the conduct alleged in the Formal Complaint is cognizable, then the complaint will be investigated and adjudicated in accordance with the procedures outlined in this Policy. If the Title IX Coordinator determines that the conduct alleged in the Formal Complaint is not cognizable, then the complaint will follow the dismissal process described below (Section XII) and RISD may, if appropriate, refer the matter to another RISD office or navigate the complaint through another RISD process.

#### **XI. Dismissal of a Formal Complaint**

RISD reserves the right to dismiss a Formal Complaint or any allegations therein, if the conduct alleged in the Formal Complaint:

1. Is not cognizable as defined in Section XI of this Policy;
2. Did not occur in RISD's education program or activity; or
3. Did not occur against a person in the United States.

If any of those circumstances exist, RISD shall dismiss the Formal Complaint for purposes of Title IX prohibited conduct under this Policy. Such a dismissal shall not preclude action under other provisions of RISD's policies and procedures.

In addition to the reasons for dismissal described in the paragraph above, RISD may dismiss a Formal Complaint or any allegations therein, if at any time during the investigation or hearing:

1. A Complainant notifies the Title IX Coordinator in writing that the Complainant would like to withdraw the Formal Complaint or any allegations therein;
2. The Respondent is no longer enrolled or employed by RISD; or
3. Specific circumstances prevent RISD from gathering evidence sufficient to reach a determination as to the Formal Complaint or allegations therein.

Upon a dismissal required or permitted pursuant to this section, the Title IX Coordinator will promptly send written notice of the dismissal and reason(s) therefore simultaneously to the parties. Both parties will be given the opportunity to appeal RISD's dismissal of a Formal Complaint or any allegations therein within three (3) days of receiving the dismissal. Parties can submit an appeal form [here](#). Upon receipt of an appeal, the Title IX Coordinator will assign an Appeal Designee (see Appeals, Section XVII, for more details).

Appeals may be made on the following bases:

1. Procedural irregularity that affected the outcome of the matter;
2. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; or
3. The Title IX Coordinator, Investigator(s), Panelist(s) or Decision-Maker(s) had a conflict of interest or bias for or against Complainants or Respondents generally or the individual Complainant or Respondent that affected the outcome of the matter.

## **XII. Informal Resolution Process**

Once a Formal Complaint has been filed, at any time prior to RISD reaching a determination regarding responsibility, the parties may request that RISD facilitate an Informal Resolution Process. Informal Resolution does not involve a full investigation and adjudication like the formal resolution process. Rather, the Informal Resolution Process uses mediation or other forms of dispute resolution with the goal that the parties may arrive at a mutually agreed-upon outcome. The Informal Resolution Process cannot be used for cases involving allegations that an employee sexually harassed a student.

In order to engage in an Informal Resolution Process:

1. The Complainant must first file a Formal Complaint with the Title IX Coordinator;
2. The process must be deemed appropriate for Informal Resolution by the Title IX Coordinator; and
3. The Complainant and Respondent must voluntarily consent in writing to participate in the process.

The following are types of Informal Resolutions that can be explored through the Informal Resolution Process:

### **1. Supportive Resolution**

- a. Used when Equity & Compliance attempts to resolve the matter informally by providing supportive measures (only) to remedy the situation.

### **2. Alternative Dispute Resolution**

- a. Used when the parties agree to resolve the matter through an alternative resolution mechanism including mediation, restorative practices, facilitated dialogue, etc., as described below, often before a formal investigation takes place.
- b. Alternative Dispute Resolution is an informal approach including mediation, restorative practices, facilitated dialogue, etc. by which the parties reach a mutually agreed upon resolution of a complaint. All parties must consent to the use of an Alternative Dispute Resolution approach.
- c. The ultimate determination of whether Alternative Dispute Resolution is available is made by the Title IX Coordinator or Designee. Equity & Compliance is authorized to facilitate a resolution that is acceptable to all parties, and/or to accept a resolution that is proposed by the parties including terms of confidentiality, release, and non-disparagement.



- d. Equity & Compliance maintains records of any resolution that is reached, and failure to abide by the resolution agreement may result in appropriate responsive/disciplinary actions (e.g., referral for formal resolution, referral to the conduct process for failure to comply). Results of complaints resolved by Alternative Dispute Resolution are final and not appealable.
- e. If the parties are not able to resolve the complaint through the Informal Resolution process, then the complaint would be resolved through the formal process unless the complaint is withdrawn.

The Title IX Coordinator will review all relevant factors in determining whether the Informal Resolution Process is appropriate for a particular case. Some of the relevant factors may include:

- The parties' amenability to Informal Resolution
- Likelihood of potential resolution
- Any power dynamics between the parties
- Results of a violence risk assessment/ongoing risk analysis
- Skill of the Informal Resolution facilitator with this type of complaint
- Complaint complexity
- Rationality of the parties
- Goals of the parties
- Adequate resources to invest in Informal Resolution (time, staff, etc.
- The nature and severity of the alleged misconduct
- The parties' motivation to participate
- Civility of the parties
- Disciplinary history of the Respondent
- Whether an emergency removal is needed
- Emotional investment/capability of the parties

To complete the Informal Resolution Process, both parties must voluntarily agree to the outcome with the understanding that the outcome is final and will not be subject to further procedures under this Policy, unless there is material evidence to show that a party engaged in misrepresentation or fraudulent conduct which impacted the resolution.

Both parties reserve the right to terminate the Informal Resolution Process and may move forward with the formal resolution process any time prior to resolution. Such termination must be provided to the Title IX Coordinator in writing.

If the parties choose Informal Resolution, RISD shall provide the parties a written notice, prior to initiating an Informal Resolution Process that includes:

1. The allegations alleged by the Complainant;
2. The requirements of the Informal Resolution Process, including the circumstances under which it precludes the parties from resuming a formal resolution process arising from the same allegations, providing, however, that at any time prior to agreeing to a resolution, any party has the right to withdraw from the Informal Resolution Process and resume the formal resolution process; and
3. Any consequences resulting from participating in the Informal Resolution Process, including the records that will be maintained or could be shared with an investigator (if parties transition to a formal process).

If the parties elect to engage in an Informal Resolution Process, the time frames set forth herein will be suspended during the pendency of that process.

Alternative Dispute Resolution Agreements are signed by the parties and the Title IX Coordinator, Designee, and/or the facilitator of the process, and are enforced by the College. The parties are not permitted to revoke or appeal an Agreement. A report that an Agreement has been violated will be reviewed by the Title IX Coordinator, who may refer the report to the appropriate College official for further review and action. If the Respondent is found responsible for any related violations in the future, an Alternative Dispute Resolution Agreement may be considered during the sanctioning phase of that disciplinary proceeding. Records related to the Informal Process, including the Agreement, will be maintained in Equity & Compliance, Student Conduct (for students), or Human Resources (for employees). Records related to an Alternative Dispute Resolution Agreement may be subject to a lawfully issued subpoena or judicial order.

If the Informal Resolution Process is unsuccessful and either party decides to proceed with a formal resolution process, Equity & Compliance will ensure that the facilitator is not assigned to investigate or serve as a panelist or decision-maker during the formal resolution process.

### **XIII. Formal Resolution Process**

#### **A. Overview**

Once a Formal Complaint is filed, as explained in Section XI, and the Title IX Coordinator, or Designee, has conducted the initial assessment, the formal resolution process may commence (unless the parties have voluntarily chosen to and have met the requirements to proceed with an Informal Resolution Process as described herein).

The formal resolution process will include a written notice of allegations, investigation involving interviews of all parties and relevant witnesses, a live hearing that includes all parties and relevant witnesses (if applicable), a written determination of responsibility, and the option for appeal. Union members may also exercise grievance procedures as outlined in their respective contracts. RISD will make all reasonable efforts to provide a prompt, equitable, fair and impartial resolution of complaints (as defined under Title IX and in the Clery Act), including providing a resolution process that treats Complainants and Respondents equitably by providing remedies to a Complainant where a determination of responsibility has been made against the Respondent, and by following its resolution process before imposition of any disciplinary sanctions or other actions that are not supportive measures.

Remedies will be designed to restore or preserve equal access to RISD's education program or activity. Such remedies may include the same individualized services offered as supportive measures; however, remedies need not be non-disciplinary or non-punitive and need not avoid burdening the Respondent.

#### **B. Written Notice of Allegations**

Upon receiving a Formal Complaint and completing the initial assessment, the Title IX Coordinator, or Designee, will provide written notice to all known parties within five (5) calendar days that includes:

- a. RISD's formal resolution process, including any Informal Resolution Process;
- b. The allegations alleged by the Complainant, including sufficient details known at the time and with sufficient time to prepare a response before any initial interview. "Sufficient details" include the identities of the parties involved, if known; the conduct allegedly constituting the sexual harassment, if known; and the date and location of the alleged incident(s), if known.
- c. A statement that the Respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the formal resolution process.
- d. Information regarding the parties' right to have an advisor of their choice, who may be, but is not required to be an attorney.
- e. A statement that the parties may inspect and review evidence as described in the "Investigation" section of this Policy; and
- f. A statement that RISD prohibits knowingly making false statements or knowingly submitting false information in bad faith at any point in the resolution process. Individuals who engage in this misconduct may be subject to disciplinary actions. Disciplinary action pursued against a party for knowingly making false statements or submitting false information in bad faith does not constitute retaliation prohibited under this Policy, provided, however, that a determination regarding responsibility, alone, is not sufficient to conclude that any party made a materially false statement or provided materially false information in bad faith.

If, in the course of an investigation, RISD, at its discretion, decides to investigate allegations about the

Complainant or Respondent that are not included in the original written notice of allegations described above, then the Title IX Coordinator will provide written notice of the additional allegations to the parties whose identities are known.

### **C. Investigation of Formal Complaints of Title IX Prohibited Conduct**

Overview of the Investigative Process: Once a Formal Complaint is filed, and the Title IX Coordinator or Designee has conducted the initial assessment and determined that the alleged conduct may proceed under this Title IX Policy, the Title IX Coordinator will appoint an Investigator to conduct a formal investigation into the allegations.

The Investigator will contact the parties whose participation is invited or expected for an investigative interview and will provide written notice of the date, time, location, participants, and purpose of the meeting. Parties will be given reasonably sufficient time to prepare to participate.

The Investigator will make all reasonable efforts to complete the investigative report effectively and efficiently. This time frame may vary depending on the size of the Formal Complaint, the amount of evidence to be considered, the number of persons to be interviewed, and additional factors.

The parties and their advisors are not authorized to disseminate any portion of the investigative report sent to them through electronic or hardcopy means. Unauthorized video or audio recordings of investigative interviews are not permitted by the parties or their advisors.

Equal Opportunity Given to the Parties: All parties have an equal opportunity to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence.<sup>6</sup> Both the Complainant and Respondent have the right to meet separately with the Investigator.

Both the Complainant and Respondent are permitted to provide names of potential witnesses to the Investigator. The Investigator will determine which of those potential witnesses, or other persons, may have relevant information about the alleged conduct; and the Investigator may request statements, either orally or in writing.

Both the Complainant and the Respondent are permitted to provide other relevant evidence to the Investigator. For instance, evidence may include any facts or information presented in support of or opposition to an allegation, including text messages, email exchanges, timelines, receipts, photographs, etc. The Investigator may also consider additional documents, items, or other relevant information.

All parties will be given an equal opportunity to inspect and review any evidence obtained as a part of the investigation that is directly related to the allegations raised in the Formal Complaint. This includes evidence that RISD does not intend to rely on in reaching a determination regarding responsibility; and inculpatory or exculpatory evidence, whether obtained from a party or other source, so that each party can meaningfully respond to the evidence prior to the conclusion of the investigation.

Review of Evidence: All parties must submit to the Investigator any evidence that they would like the

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<sup>6</sup> “Inculpatory” evidence would be any information that may be favorable to showing Respondent’s responsibility for engaging in alleged misconduct. “Exculpatory” evidence would be any information that may be favorable to the Respondent in showing a lack of responsibility for engaging in the alleged misconduct.

Investigator to consider prior to the completion of the investigative report. Prior to the completion of the investigative report, RISD will send to each party and the party's advisor, if any, the evidence subject to inspection and review in an electronic or hardcopy format. (Note: All evidence that was subject to the parties' inspection and review will be made available at the live hearing to give each party equal opportunity to refer to such evidence during the live hearing, including for purposes of questioning).

Each party will be given ten (10) calendar days to submit a written response, which the Investigator will consider prior to completion of the investigative report.

Completion of the Investigative Report: Either after the Investigator receives the parties' written responses or after time limit has expired, the Investigator will create an investigative report that fairly summarizes the relevant evidence.

At least ten (10) calendar days prior to the live hearing, the Investigator will send a copy of the final investigative report in an electronic or hardcopy format to each party; their advisors, if applicable; and the Title IX Coordinator. The parties will be given the opportunity to review the final investigative report and provide a written response.

#### **D. Formal Resolution Process Live Hearing**

The only persons permitted to attend the live hearing are the parties, their advisors, the witnesses, and designated RISD personnel. The witnesses are only to be in attendance at the live hearing during the time in which they are offering information or answering questions. Otherwise, the witnesses are to be waiting in a designated room (or virtual room) until called upon.

Recording of Live Hearing: RISD will create an audio or audiovisual recording, or transcript of any live hearing. The choice of whether it is an audio or audiovisual recording, or transcript is made in the sole discretion of RISD. The audio or audiovisual recording, or transcript will be made available to both parties for inspection and review. In compliance with disability laws, RISD will ensure that all parties are properly accommodated with respect to use of technology and reliance on visual, audio, or written communication.

Standard of Evidence: Preponderance of evidence is the standard of evidence to be used to determine whether a Respondent is responsible for the prohibited conduct alleged in the Formal Complaint (see related definitions above). This is the standard of evidence that will be applied to all Formal Complaints of prohibited conduct described in this Policy.

Advisors: The Complainant and the Respondent are entitled to the same opportunity to be accompanied to any related meeting or proceeding, including the live hearing, by the advisor of their choice, who may be, but is not required to be, an attorney; and RISD may not limit the choice or presence of an advisor for either the Complainant or Respondent in any meeting or resolution proceeding, including the live hearing. Notwithstanding, the advisor must comply with the restrictions established by RISD regarding the extent to which the advisor may participate in the proceedings. Union members are entitled to union representation as well as an advisor of their choosing.

- a. *Meetings and Investigation Interviews:* Advisors may not speak for or on behalf of any Complainant or Respondent during an Role of the Panelist: Shortly after receiving the final investigative report, the Title IX Coordinator will appoint one or more Panelist(s) to conduct the live hearing.

- b. Request for Pre-Hearing Conference: Prior to a hearing, each party has the option of engaging in a pre-hearing conference with their advisor and the Title IX Coordinator, or Designee. During pre-hearing meetings, parties may provide the a list of witnesses they would like to attend the hearing for the purpose of answering questions (including whether a proposed witness was interviewed by the investigator, and if not, the reason), and any new and relevant information they would like considered that was not provided to the investigator (and if not, the reason). The parties and their advisors will be provided with guidelines for decorum and for asking relevant questions during the hearing, instructions related to participation in the hearing in real time (whether participation will be in person or remote). At these meetings or soon thereafter, parties will be provided a final witness list.
- c. Live Hearing Schedule: Promptly after receiving the parties' written responses, the Title IX Coordinator or Designee will provide the parties, their advisors, and witnesses with written notice of the live hearing date, time, and location. In this notice, the parties will be asked to inform the Title IX Coordinator or Designee right away if there is a scheduling conflict that would make it impossible to attend the live hearing.
- d. Live Hearing Location and Attendance: RISD's Title IX resolution process provides for a live hearing. At the request of either party, RISD will provide for the live hearing to occur with the parties located in separate rooms. Live hearings may be conducted with all parties physically present in the same geographic location; or, at the Title IX Coordinator's discretion, any or all parties, witnesses, and other participants may appear at the live hearing virtually. In either of the aforementioned situations, RISD will provide technology that enables the participants to simultaneously see and hear each other.
- e. y meetings and/or investigation interviews. While an advisor cannot speak for or on behalf of the Complainant or Respondent during any meetings and/or investigation interviews, time will be granted for the advisor and their respective party to confer, if deemed appropriate, by the Investigator or RISD personnel facilitating any meeting. The Investigator and RISD personnel reserve the right to exclude an advisor from any meeting or investigation interview for failure to abide by these restrictions.
- f. Live Hearings: Each party must have an advisor present at the Title IX live hearing. If a Complainant or Respondent does not have an advisor present at the live hearing, RISD will provide one. RISD reserves sole discretion to select the advisor provided. The advisor selected will be provided without cost to the Complainant or Respondent. The role of the advisor during the live hearing is solely to conduct questioning on the Complainant's or Respondent's behalf. At the live hearing, the Panelist will permit each party's advisor to ask the other party and any witnesses relevant questions and follow-up questions, including those challenging credibility. It is the expectation of RISD that the advisor will at all times act in a respectful and non-aggressive manner. The Panelist reserves the right to exclude an advisor from the live hearing for failure to abide by these restrictions. Should an advisor be excluded from the live hearing, the party will be able to choose a new advisor, or one will be provided by RISD.

Advisors are required to follow all procedures described in this Policy. In a situation where an advisor

engages in a material violation of this Policy or does not abide by reasonable instruction from the Title IX Coordinator(s), Investigator(s), Panelist(s), Decision-Maker(s), or other RISD personnel, RISD reserves the right to either limit or preclude the advisor from participation in the formal resolution process. In the circumstance that an advisor is precluded from future participation, the party may select a new advisor of their choice or RISD will provide an advisor for them.

Questioning During Title IX Live Hearings: At the Title IX live hearing, the Panelist(s) will permit each party's advisor to ask the other party and any witnesses all relevant questions and follow-up questions, including those challenging credibility.

Before a party or witness answers a question, the Panelist(s) must first determine whether the question is relevant and explain any decision to exclude a question as not relevant. The Panelist(s) has complete discretion to make relevancy determinations.

Questions will be asked directly, orally, and in real-time from the advisors of the parties, not from the parties themselves. Advisors are permitted to ask the other party and witnesses relevant questions and follow-up questions, including questions that challenge credibility. The advisor may only ask relevant questions to each party and witness. Repetitive questions asked at the Title IX live hearing may be deemed irrelevant. The Panelist(s) is prohibited from drawing an inference regarding the determination of responsibility based solely on a party's or witness' absence from the live hearing or refusal to answer questions.

Privileged Information: RISD will not require, allow, rely upon, or otherwise permit questions or use of evidence that constitute, or seek disclosure of, information protected under a legally recognized privilege. Notwithstanding the foregoing, if a person holding such a privilege has waived the privilege, then the information may be used during an investigation or live hearing.

In gathering evidence, RISD will not access, consider, disclose, or otherwise use a party's records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in the professional's or paraprofessional's capacity, or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the party, unless RISD obtains that party's voluntary, written consent to do so.

Evidence Pertaining to Sexual History: Questions about or evidence of a Complainant's sexual predisposition is never considered relevant for the purposes of an investigative report or questioning in a live hearing. Questions about or evidence of a Complainant's sexual history are only considered relevant for the purposes of an investigative report or questioning in a live hearing if: (1) Such questions and evidence about the Complainant's prior sexual history are offered to prove that someone other than the Respondent committed the conduct alleged by the complainant; or (2) Such questions and evidence concern specific incidents of the Complainant's prior sexual history with respect to the Respondent and are offered to prove consent.

Questions or evidence about a Complainant's sexual history that do not meet the two exceptions described above are excluded from investigative reports and live hearings and are to be deemed irrelevant.

Request for Additional Materials or Sanction Statements: At the conclusion of the Hearing, the Decision-Maker(s) may ask the Parties to submit additional materials or sanction statements.

#### **E. Written Determination Regarding Responsibility**

Within ten (10) calendar days of either the conclusion of the live hearing or, if requested, receipt of additional materials or sanction statements, the Decision-Maker(s) will issue a written determination regarding responsibility. Before doing so, the Decision-Maker(s) will undertake an objective evaluation of all relevant evidence (including both inculpatory and exculpatory evidence). In addition, the Decision-Maker(s) will not make any credibility determinations based on a person's status as a Complainant, Respondent, or witness. Upon a determination of responsibility using the preponderance of evidence standard described herein, the Decision-Maker(s) will make their best effort to simultaneously issue a written determination regarding responsibility to both parties.

The written determination shall include:

1. Identification of the allegations potentially constituting Title IX prohibited conduct;
2. A description of the procedural steps taken from the receipt of the Formal Complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held;
3. Findings of fact supporting the determination;
4. Conclusions regarding the application of the relevant policies to the facts;
5. A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the recipient imposes on the Respondent, and whether remedies designed to restore or preserve equal access to RISD's education program or activity will be provided by RISD to the Complainant; and
6. RISD's procedures and permissible bases for the Complainant and Respondent to appeal.

The determination regarding responsibility becomes final either on the date that RISD provides the parties with the written determination of the result of the appeal, if an appeal is filed, or if an appeal is not filed, the date on which an appeal would no longer be considered timely.

#### **XIV. Remedies and Disciplinary Sanctions**

If the Decision-Maker(s) makes a determination that the Respondent is responsible for Title IX prohibited conduct, the Decision-Maker(s), in consultation with such other members of the administrative staff, as deemed necessary, shall determine appropriate disciplinary action or sanctions to be taken against the Respondent. Disciplinary action or sanctions may include, but are not limited to, training, sanctions listed under RISD's Student Conduct Policy, warning, reprimand, withholding of a promotion or pay increase, reassignment, suspension from school or from employment without pay, dismissal from RISD, or termination of employment, as RISD believes appropriate under the circumstances. Unless the decision is appealed or otherwise noted, sanctions take effect immediately.

RISD may implement remedial measures following the conclusion of the resolution process. Remedies will be designed to restore or preserve the Complainant's equal access to RISD's education program or activity. The Title IX Coordinator or Designee is responsible for effective implementation of any remedies. These remedial measures may include but are not limited to: referral to on/off-campus partners; modifying a party's academic, working and/or living situation; modifying a party's campus-housing/work assignment; modifying to a party's work schedule; facilitating conversations regarding extensions, facilitating campus escort services, imposing a "no-contact" directive, which typically will instruct the parties to refrain from having contact with one another, directly or through intermediaries, whether in person or via electronic means; and restricting access to campus-buildings. Broader remedial action may also be taken for the campus community, such as: limited contact orders, increased supervision or monitoring, directed or



increased education and prevention efforts, and/or a review of policies and procedures.

#### **XV. Parties' Right to Appeal**

Within ten (10) calendar days from the date that RISD provided the parties with the written determination, either or both parties may file a written appeal from a determination regarding responsibility, and from RISD's dismissal of a Formal Complaint or any allegations therein. Upon receipt of an appeal, the Title IX Coordinator will assign an Appeal Designee.

Appeals may be made on the following bases:

1. Procedural irregularity that affected the outcome of the matter;
2. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; or
3. The Title IX Coordinator, Investigator(s), Panelist(s), or Decision-Maker(s) had a conflict of interest or bias for or against Complainants or Respondents generally or the individual Complainant or Respondent that affected the outcome of the matter.

In all appeals, RISD shall:

1. Ensure that the Appeal Designee for the appeal is not the same person as the Decision-Makers(s) who reached the determination regarding responsibility or dismissal, the Investigator(s), or the Title IX Coordinator; and
2. Ensure that the Appeal Designee complies with the standards set forth in this Policy.

Promptly after receiving the written appeal, the Appeal Designee will review the appeal to determine whether it falls within one of the three bases for appeal as described above. If it does, RISD will promptly notify the other party when a valid appeal is filed and will implement appeal procedures equally for both parties. If it does not, the appealing party will be notified in writing.

The other party will be given ten (10) calendar days from the date of notification of the appeal to submit a written response to the appeal to the Appeal Designee. Either after receiving the other party's written response to the appeal, or after the time for the other party to submit a written response has expired, the Appeal Designee will make a determination regarding the outcome of the appeal within ten (10) calendar days. The Appeal Designee's decision shall be final.

An Appeal Designee may, at their discretion, decide the appeal on the basis of the investigative report, statements, any response, and the record; consult with the Equity & Compliance team, Investigator, Hearing Designee(s), or other person(s) they deem appropriate; and/or grant the parties a conference to explain their positions in person. The Appeal Designee may affirm, modify, or overturn the determination and/or may refer the case back to Equity & Compliance for further or new proceedings. Decisions on appeal are to be deferential to the original determination, making changes to the finding only when there is clear error and to the sanction(s)/responsive action(s) only if there is a compelling justification to do so.

Upon a determination of the outcome of the appeal, the Appeal Designee will provide written notice of the decision to both parties and will make all reasonable efforts to simultaneously notify said parties. This written notice will describe the rationale for the result of the appeal.

#### **XVI. Potential Delays in the Informal or Formal Resolution Process**

RISD will make all reasonable efforts to abide by the timelines described throughout this Policy. If the timeline for any stage of the Informal Resolution Process or the Formal Complaint resolution process must be changed, the Complainant and Respondent will receive written notice of the temporary delay or limited extension of time frames and the reasons for the change. Possible reasons for temporary delays or extensions of time frames include, but are not limited to, the absence of a party or a party's advisor, concurrent law enforcement activity, the need for language assistance or accommodation of disabilities, etc.

#### **XVII. Request for Extensions of Timelines from the Parties**

If a party has good cause (e.g., illness, final examinations) and needs an extension during the formal resolution process, they can contact the Title IX Coordinator or Designee to request such extension. It is within the Title IX Coordinator's discretion to grant such a request. In the case that an extension is granted, the same extension will be given to the other party.

#### **XVIII. Recordkeeping**

RISD shall maintain for a period of seven (7) years records of:

1. Each Title IX prohibited conduct investigation, including any determination regarding responsibility and any audio or audiovisual recording, or transcript; any disciplinary sanctions imposed on the Respondent; and any remedies provided to the Complainant designed to restore or preserve equal access to the recipient's education program or activity;
2. Any appeal and the result therefrom;
3. Any Informal Resolution and the result therefrom; and
4. All materials used to train Title IX Coordinators, Investigators, Decision-Makers, and any person who facilitates an Informal Resolution Process. RISD shall make these training materials publicly available on its website.

For each response, RISD shall create, and maintain for a period of (7) seven years, records of any actions, including any supportive measures, taken in response to a report or Formal Complaint of Title IX prohibited conduct. In each instance, RISD shall document the basis for its conclusion that its response was not deliberately indifferent, and document that it has taken measures designed to restore or preserve equal access to RISD's education program or activity. If RISD does not provide a Complainant with supportive measures, then RISD shall document the reasons why such a response was not clearly unreasonable in light of the known circumstances. The documentation of certain bases or measures does not limit RISD in the future from providing additional explanations or detailing additional measures taken.

#### **XX. Revision of Policies & Procedures**

This Policy and procedures supersede any previous policies addressing harassment, sexual misconduct, discrimination, and/or retaliation for incidents occurring on or after August 14, 2020 will be reviewed and updated annually by the Executive Director of Equity & Compliance and the Title IX Coordinator. RISD reserves the right to make changes to this document as necessary, and once those changes are posted online, they are in effect.

During the Resolution Process, the Title IX Coordinator may make minor modifications to procedures that do not materially jeopardize the fairness owed to any party, such as to accommodate summer schedules. The Title IX Coordinator may also vary procedures materially with notice (on the College website, with the appropriate effective date identified) upon determining that changes to law or regulation require Policy or

procedural alterations not reflected in this Policy and procedures.

If government laws or regulations change—or court decisions alter—the requirements in a way that impacts this Policy, this Policy will be construed to comply with the most recent government laws or regulations or court holdings.

**XXI. Notice of Internal Resolution Process and Right to Outside Processes**

Equity & Compliance processes and procedures are intended to offer an internal resolution to complaints. In addition to any sanctions that may be imposed by the College for violation(s) of this Policy, any person who harasses or discriminates against another person may be held personally liable to the complainant and may be subject to processes and procedures independent of those utilized by the College. This Policy does not preclude the complainant or the respondent from exercising their individual rights before any other appropriate forum, including filing charges under state or federal law. Prompt reporting to external law enforcement may be important depending on the statute of limitations. Statute of limitations generally begins accruing when the complainant knows or has reason to know of injury.

In addition to RISD’s Non-Discrimination Policy that reflects RISD’s commitment to creating and maintaining educational, working, and living environments that are free from any unlawful discrimination, the College recognizes its legal obligations to pursue those same goals under applicable Federal and State statutes. These include VII of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; and the Americans with Disabilities Act (ADA):

**Title VII** prohibits discrimination in employment on the basis of race, color, religion, sex (including: pregnancy), or national origin.

**Section 504 of the Rehabilitation Act of 1973** prohibits organizations and employers from excluding or denying individuals with disabilities an equal opportunity to receive program benefits and services.

**Americans with Disabilities Act (ADA)** prohibits discrimination on the basis of disability.

The following government agencies may provide additional resources for students and/or employees who have concerns related to misconduct:

|   |   |
|---|---|
| <a href="#"><u>The Rhode Island Commission for Human Rights</u></a>                       | 180 Westminster Street, 3rd Floor<br>Providence, RI 02903<br>(401) 222-2661 |
| <a href="#"><u>The United States Equal Employment Opportunity Commission ("EEOC")</u></a> | 25 Sudbury Street<br>Boston, MA 02222<br>(617) 565-3200                     |
| <a href="#"><u>The United States Department of Education Office for Civil Rights</u></a>  | 5 Post Office Square<br>Boston, MA 02109<br>617 289-0111                    |

## Sexual Misconduct Resources

### On-Campus Resources:

#### Confidential Resources at RISD

##### RISD Counseling + Psychological Services (Students Only)

72 Pine Street, 2nd floor

401-454-6637

24/7 On-Call Counselor Available by calling Public Safety 401-454-6666

##### Health Services (Students Only)

72 Pine Street, 2nd floor

401-454-6625

Nurse Practitioners available during regular business hours

##### Employee Assistance Program (Staff and Faculty Only) Coastline EAP Available 24/7:

1-800-445-1195

#### Private Resources (for students and employees)

##### Office of Student Affairs

Carr House, 3rd Floor

210 Benefit Street

Providence, RI 02903

Monday-Friday 8:30am-4:30pm

401 454-6600

##### Human Resources

20 Washington Place

(Prov Wash), 3rd Floor

Providence, RI 02903

401 454-6606

##### Public Safety

South Hall, Ground Floor

30 Waterman Street

Providence, RI 02903

401 454-6376

for emergencies: 401 454-6666

*Reports can be made anonymously; officers are Emergency Medical Technicians; available 24/7*

Residential Life Staff

South Hall, 1st Floor

30 Waterman Street

Providence, RI 02903

Student Conduct + Community Standards

Carr House, 3rd Floor

210 Benefit Street

Providence, RI 02903

401 454-6653

**Off-Campus Resources:**

Day One – The Sexual Assault and Trauma Resource Center: 401-421-4100

24/7 Hotline available at: 800-494-8100

Sojourner House Domestic Violence Center in RI: 401-765-3232. Services for men, women + LGBTQ community

Victims of Crime Helpline (24-7): 800-494-8100

Mass. Safelink (24-7): 877-785-2020

National Sexual Assault Hotline (24-7) 800-656-HOPE (4673)

Stalking Resource Center

Fenway Health Gay, Lesbian, Bisexual and Transgender Violence Recovery Program: 617-927-6250

Asian Task Force Against Domestic Violence (24-7): Multilingual Hotline available at: 617-338-2355

**Local Police:**

Providence Police\*

401-272-3121

\*Sexual Assault/Domestic Violence Law Enforcement Advocates are available in-house. For support in reporting a sexual assault, an advocate can be requested for any RI police department by calling the Victims of Crime Helpline at 800-494-8100. Filing a report with Providence Police does not automatically result in criminal charges being filed.

**Hospitals:**

Women + Infants Hospital: 401-274-1100. Sexual Assault Nurse Examiners (“SANE” Nurses) are available at this hospital.

Rhode Island Hospital: 401-444-4000

Miriam Hospital: 401-793-2500

**Clinics:**

Planned Parenthood Teen Clinic: 401-421-9620

Providence Community Health Centers: 401-444-0530

AIDS Care Ocean State: 401-781-0665 (free Hep C and HIV free Hep C and HIV testing)

Sidney Borum Health Center: 617-457-8140 (free STD testing)

**LGBTQ+ and Online Resources:**

National Center on Domestic and Sexual Violence – Gay and Lesbian Advocates and Defenders (GLAD)

**Other Resources:**

The White House Sexual Assault Task Force created a website to provide information and resources to students and college administrators.

Know Your IX is a national survivor-run, student-driven organization to end campus violence. It’s On Us is the White House’s Public Service campaign to end campus sexual assaults.

Loveisrespect (originally loveisrespect, National Dating Abuse Helpline) was launched in February 2007 as a project of the National Domestic Violence Hotline with a supporting grant from Liz Claiborne, Inc. It was the first 24-hour resource for teens who were experiencing dating violence and abuse and is the only teen helpline serving all of the

United States and its territories.

Supporting the Academic Success of Pregnant and Parenting Students is a resource guide published by the US Department of Education – Office of Civil Rights.

**Government Agencies:**

The following government agencies may provide additional resources for students and/or employees who have concerns related to sexual misconduct:

**US Department of Education, Office for Civil Rights**

5 Post Office Sq.  
Boston, MA 02109  
617-289-0111

**US Department of Justice, Office on Violence Against Women**

145 N Street, NE, Suite  
10W.121  
Washington, DC 20530  
202-307-6026

**US Equal Employment Opportunity Commission**

John F. Kennedy Building  
475 Government Center  
Boston, MA 02203

***END OF ANNUAL SECURITY REPORT***

# CLERY ACT ANNUAL FIRE SAFETY REPORT

The RISD Department of Public Safety (DPS) publishes the Annual Fire Safety Report incorporated into the Annual Security and Fire Safety Report for Clery Act compliance. This document contains information about the fire safety practices and standards for Rhode Island School of Design (RISD). This document is available for review 24/7 on the DPS website and a physical copy may be obtained by emailing [pubsafe@risd.edu](mailto:pubsafe@risd.edu) or visiting DPS at 30 Waterman Street/South Hall in Providence, RI.

## **Fire Safety Systems in On-Campus Residential Facilities**

All of the residence halls at RISD have fire detection systems that connect directly to the Providence Fire Department. When a system alarm is triggered the fire department will respond. On-campus student housing is equipped with fire detection systems, smoke detectors, fire extinguishers and pull boxes. Each facility is equipped with fire sprinklers. Any student who tampers with fire safety equipment or causes a false alarm, or a fire, either willfully or by negligence, faces a fine of at least \$250 and further action that could result in dismissal from RISD. The Providence Fire Department is empowered to file criminal charges when warranted. Report any damage to or malfunction of equipment to the Department of Public Safety immediately.

RISD conducts mandatory fire drills in the fall, spring and summer. The drills and evacuations are supervised by the Environmental Health and Safety Manager. Evacuation routes are posted in each living area.



## Fire Safety Systems and Fire Drills 2022

| Building Name                    | Address                   | Occupancy             | Stories | Sprinkler system | Fire Alarm system | Fire Extinguishers | Evacuation plan placards | Smoke Detectors | Fire Drills |
|----------------------------------|---------------------------|-----------------------|---------|------------------|-------------------|--------------------|--------------------------|-----------------|-------------|
| 15 West                          | 15 Westminster Street     | Residential           | 12      | yes              | yes               | yes                | yes                      | yes             | 2           |
| Barstow House                    | 62 Waterman Street        | Residential           | 3       | yes              | yes               | yes                | yes                      | yes             | 2           |
| Carpenter House                  | 1 Congdon Street          | Residential           | 3       | yes              | yes               | yes                | yes                      | yes             | 2           |
| Charles Landing <sup>1</sup>     | 105-115 Charles Street    | Residential           | 3       | yes              | yes               | yes                | yes                      | yes             | 2           |
| Charles Landing                  | 85-101 Charles Street     | Residential           | 4       | yes              | yes               | yes                | yes                      | yes             | 2           |
| Charles Landing                  | 400-456 North Main Street | Residential           | 4       | yes              | yes               | yes                | yes                      | yes             | 2           |
| Colonial Apartments              | 175-185 Benefit Street    | Residential           | 3       | yes              | yes               | yes                | yes                      | yes             | 2           |
| Congdon House                    | 2 Congdon Street          | Residential           | 3       | yes              | yes               | yes                | yes                      | yes             | 2           |
| Dexter House                     | 187 Benefit Street        | Residential           | 2       | yes              | yes               | yes                | yes                      | yes             | 2           |
| Dunnell House                    | 16 Angell Street          | Residential           | 3       | yes              | yes               | yes                | yes                      | yes             | 2           |
| Dwight House                     | 191-197 Benefit Street    | Residential           | 3       | yes              | yes               | yes                | yes                      | yes             | 2           |
| East Hall                        | 48 Waterman Street        | Residential           | 3       | yes              | yes               | yes                | yes                      | yes             | 2           |
| Homer Hall                       | 55 Angell Street          | Residential           | 6       | yes              | yes               | yes                | yes                      | yes             | 2           |
| Larned House                     | 71 Angell Street          | Residential           | 3       | yes              | yes               | yes                | yes                      | yes             | 2           |
| Nickerson Hall                   | 55 Angell Street          | Residential           | 5       | yes              | yes               | yes                | yes                      | yes             | 2           |
| Nightingale House                | 59 Prospect Street        | Residential           | 3       | yes              | yes               | yes                | yes                      | yes             | 2           |
| North Hall                       | 60 Waterman Street        | Residential           | 4       | yes              | yes               | yes                | yes                      | yes             | 2           |
| Pardon Miller House              | 48 Angell Street          | Residential           | 3       | yes              | yes               | yes                | yes                      | yes             | 2           |
| South Hall                       | 30 Waterman Street        | Residential           | 4       | yes              | yes               | yes                | yes                      | yes             | 2           |
| The Edge Apartments <sup>2</sup> | 169 Canal Street          | Residential           | 15      | yes              | yes               | yes                | yes                      | yes             | 0           |
| The Edge Apartments              | 100 North Main Street     | Residential           | 5       | yes              | yes               | yes                | yes                      | yes             | 0           |
| The Aloft Hotel <sup>3</sup>     | 191 Dorrance Street       | temporary residential | varied  | yes              | yes               | yes                | yes                      | yes             | 0           |

### Fire Drills and Student Residential Housing Evacuation Procedures

In accordance with state law, RISD conducts fire drills on a periodic basis. When the alarm sounds, everyone must evacuate the building as quickly as possible. During an alarm, students should cooperate with any requests from RISD or the Providence Fire Department or other public safety or police officials. Failure to evacuate a building during an active alarm could result in disciplinary action pursuant to the Code of Conduct (in which the standard is preponderance of the evidence) that could include fines and/or dismissal. It is very important that you familiarize yourself with evacuation procedures and multiple escape routes prior to any emergency. In case of a fire, seconds saved may mean the difference between life and death. Exit instructions or placards are posted on the back of each room door.

### RISD Fire Safety Policies and Rules

RISD's fire safety regulations are intended to prevent injuries to members of the RISD community and physical damage to property. Rooms are inspected periodically, at random times, to assure compliance. RISD reserves the right to take disciplinary action pursuant to the Code of Conduct (in which the standard is preponderance of the evidence) against students who violate safety rules in student housing.

<sup>1</sup> Charles Landing lease ended June 30, 2021

<sup>2</sup> The Edge Apartments were leased as additional student housing from 8/15/2020-6/15/2021 in response to COVID.

<sup>3</sup> The Aloft Hotel is a commercial hotel used as temporary housing for COVID positive students.

### *Smoking*

Smoking is expressly prohibited in RISD-owned and -operated buildings and vehicles, including but not limited to residence facilities, suites and apartments, working spaces and offices, auditoriums, classrooms, conference and meeting rooms, elevators, hallways and stairwells, cafeterias, lounges and restrooms. This non-smoking policy applies to students, faculty, staff, contractors and visitors. Evidence of indoor smoking, including ashes, cigarettes, cigars, pipes, or other smoking equipment or products, will result in disciplinary action pursuant to the Code of Conduct (in which the standard is preponderance of the evidence). The Rhode Island Public Health and Workplace Safety Act prohibits smoking in all enclosed public places within the state, including post-secondary education facilities (R.I.G.L 23-20.10).

### *Fire Safety Policies*

1. Fire ignition sources (halogen lamps, hot glue guns, hair dryers, etc.) should be kept away from any combustible material. Additionally, the room's heating unit or radiator must be kept clear of combustible material.
2. No more than 30% of your wall's surface area should be covered (e.g., posters, wall hangings, decorations, etc.). All such decorations must be affixed flat against the walls so that flames cannot reach both sides.
3. Nothing should be placed on, covering or impeding the efficacy of sprinkler heads, smoke detectors or lighting fixtures. Nothing should ever be hung from a sprinkler pipe.
4. No cloth, paper or other flammable material (including lamp shades) can be hung from the ceiling. Small "window treatments" are permitted, but curtains may only be used if they are verifiably fire retardant.
5. Candles, oil lamps, incense, fireworks and explosives, melting paraffin or wax, blow torches or any other sources of open flame are not allowed in residence halls. Candles with burnt wicks will be confiscated.
6. Student rooms should be kept reasonably free of clutter. We do not allow flammable items such as twigs, newspaper, cardboard, etc. to accumulate. Student-supplied furniture must be in good condition. Upholstered pieces are limited to one additional seat per resident.
7. Corrosive or flammable solvents and other such materials should not be used in student rooms (see Chemical Handling for additional information).
8. Spray paint/spray fixative or any other material that may give off harmful fumes or particles should only be used in spray booths on campus, or outside away from windows and doors, and in areas that do not interfere with the free flow of foot traffic.

### *Electrical Appliances Safety Policies*

1. Cooking is permitted only in designated kitchen areas. When cooking, never leave food unattended. Avoid broiling and beware of smoke and vapors caused while frying as either may trigger the living unit's smoke detectors.
2. Cooking appliances are not allowed in student sleeping rooms with the exception of one coffee maker or one small, enclosed water heater per room (if the appliance is U.L.-listed). Microwaves are allowed in kitchen areas. Microwaves in the Hill Houses or the Quad are only allowed as part of the combination refrigerator/microwave units available for rent through the school.
3. Any electrical appliances or extension cords used in a residence hall must be Underwriter Laboratories (U.L.)-listed and in good working order.
4. Neon lights, halogen lamps and sun lamps are not allowed under any circumstance.
5. Residents may not add heating, air-conditioning or refrigerators to their living area. In the event that special equipment is required for medical reasons, that equipment must be approved in advance by the medical accommodations committee and installed by Facilities, potentially at the student's expense.
6. Any appliance or combination of appliances that overloads circuits is not allowed. Multi-outlet plugs and overloaded extension cords should not be used. No extension cords should ever be run under a rug or over a door or window. You may not plug one extension cord into another extension cord. We require the use of extension cords with built-in circuit breakers (power strips).

7. Tampering with or altering circuit breakers, smoke detectors or any part of the electrical system in a residence hall is strictly forbidden and will automatically incur the minimum life safety fine of \$250.

#### *Solvents and Chemical Handling Policies*

1. Corrosive or flammable materials should be used only in designated work areas or studios.
2. Gamsol is the only solvent approved for use in the residence halls. Disposal of corrosive, flammable or other chemicals (in containers or on cloth, brushes, etc.) must follow the guidelines posted in each work area and incorporated herein by reference.
3. Leftover or used combustible or flammable liquid waste should be poured into the liquid waste containers in each work area or studio. Under no circumstances should any of these substances be poured down drains or mixed in with regular trash. Should you have any questions about proper disposal methods, contact the Office of Environmental Health & Safety at 401-454-6780.

#### *Additional Safety Policies*

1. Residence hall lounges and hallways may not be used as work areas. Designated workrooms should be used for such purposes.
2. Communal Spaces: Nothing may be stored in the hallways, stairwells or entrances of any of the buildings. At no time should posters, paper or other flammable materials be hung from the ceilings of the hallways or workrooms. Projects or other student work left in a hallway or stairway will be removed and discarded.
3. Art Installation: If you wish to create an installation in a public area, you must obtain prior permission by completing an Installation Site Request.
4. Bicycles should be stored in designated areas or your room, not public areas of the residence halls. Never lock your bike to stair railings or anywhere that blocks a means of egress during emergencies. All bicycles should be registered with the Department of Public Safety.
5. Roof and Fire Escapes: No one should be on any roof or fire escape of any building, at any time, except in an emergency.
6. Lithium-ion powered vehicles such as bicycles and scooters may not be stored, used or charged in RISD buildings.

#### *Health and Safety Inspections*

Responsibility for enforcing safety regulations and health standards is shared by the Department of Public Safety, Facilities, Environmental Health & Safety and Residence Life. Regular, periodic inspections of student rooms take place during the course of the school year. Inspection may or may not be announced in advance. Rooms and other areas dedicated for residential use must be maintained to a minimum level of cleanliness to protect everyone's health. Note that residents of the Benefit Street apartments and 15 West maintain each living unit's common space, including kitchen areas and bathrooms. Conditions that present a nuisance or jeopardize the general health or wellbeing of residents will not be allowed to persist. Students who repeatedly fail to maintain their space will be required to contact cleaning services through the college, at the student's expense. If more than one student is responsible for an area, cleaning costs will be shared by all residents of the area.

#### **Fire Reporting**

All fires should be reported immediately to the Department of Public Safety at 401-454-6666 or by dialing 911. Secondly, fires occurring in a residence hall also should be reported to the Community Coordinator, Residence Hall Director or the Office of Residence Life at 401-454-6650 when the reporting party is safe.

#### **Plans for Future Improvements in Fire Safety**

We strive to constantly improve and expand on our in-service training sessions for all Residential Life & First Year Programs student staff, DPS staff and other housing staff. This training includes basic fire safety topics and hands-on fire extinguisher training courses. RISD continues to assess and upgrade fire safety equipment as an ongoing process to

ensure that all equipment meets or exceeds National Fire Safety standards and local code. Future improvements will be made as needed as part of the ongoing assessment, budget and strategic planning process.

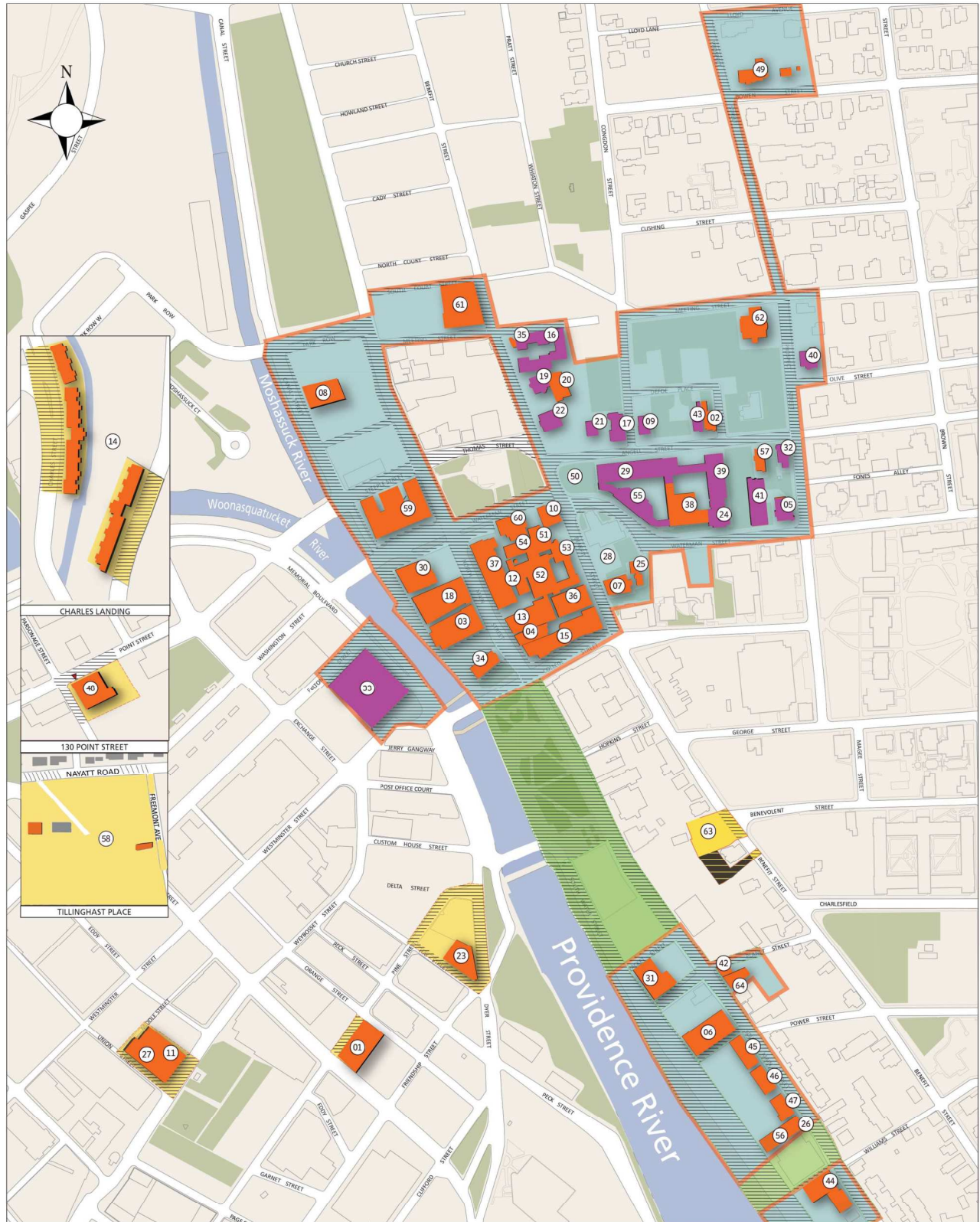
| <b>Clery Act Fire Statistics: On Campus Residential Facilities 2020</b> |                    |                     |                        |                      |                      |
|---|--------------------|---------------------|------------------------|----------------------|----------------------|
| <b><i>Building</i></b>  | <b><i>Date</i></b> | <b><i>Cause</i></b> | <b><i>Injuries</i></b> | <b><i>Deaths</i></b> | <b><i>Damage</i></b> |
| Barstow House   | 2/22/2020          | Stove/Food Fire     | 0                      | 0                    | Less than \$500      |
| 15 Westminster  | 7/23/2020          | Refrigerator Fire   | 0                      | 0                    | \$333,846.00         |
| Dwight House  | 8/18/2020          | Stove Fire/Arson    | 0                      | 0                    | \$131,549.00         |
| <b>Clery Act Fire Statistics: On Campus Residential Facilities 2021</b> |                    |                     |                        |                      |                      |
| East Hall   | 3/23/2021          | Oven Fire           | 0                      | 0                    | Less than \$500      |
| Larned Houser   | 4/17/2021          | Food Fire           | 0                      | 0                    | Less than \$500      |
| <b>Clery Act Fire Statistics: On Campus Residential Facilities 2022</b> |                    |                     |                        |                      |                      |
| North Hall  | 5/20/2022          | Stove Fire          | 0                      | 0                    | Less than \$1,000    |
| Homer Hall  | 11/21/2022         | Paper Material      | 0                      | 0                    | Less than \$500      |

**Appendices:**

**2020 Clery Geography RISD Campus Map**

**2021 Clery Geography RISD Campus Map**

**2022 Clery Geography RISD Campus Map**



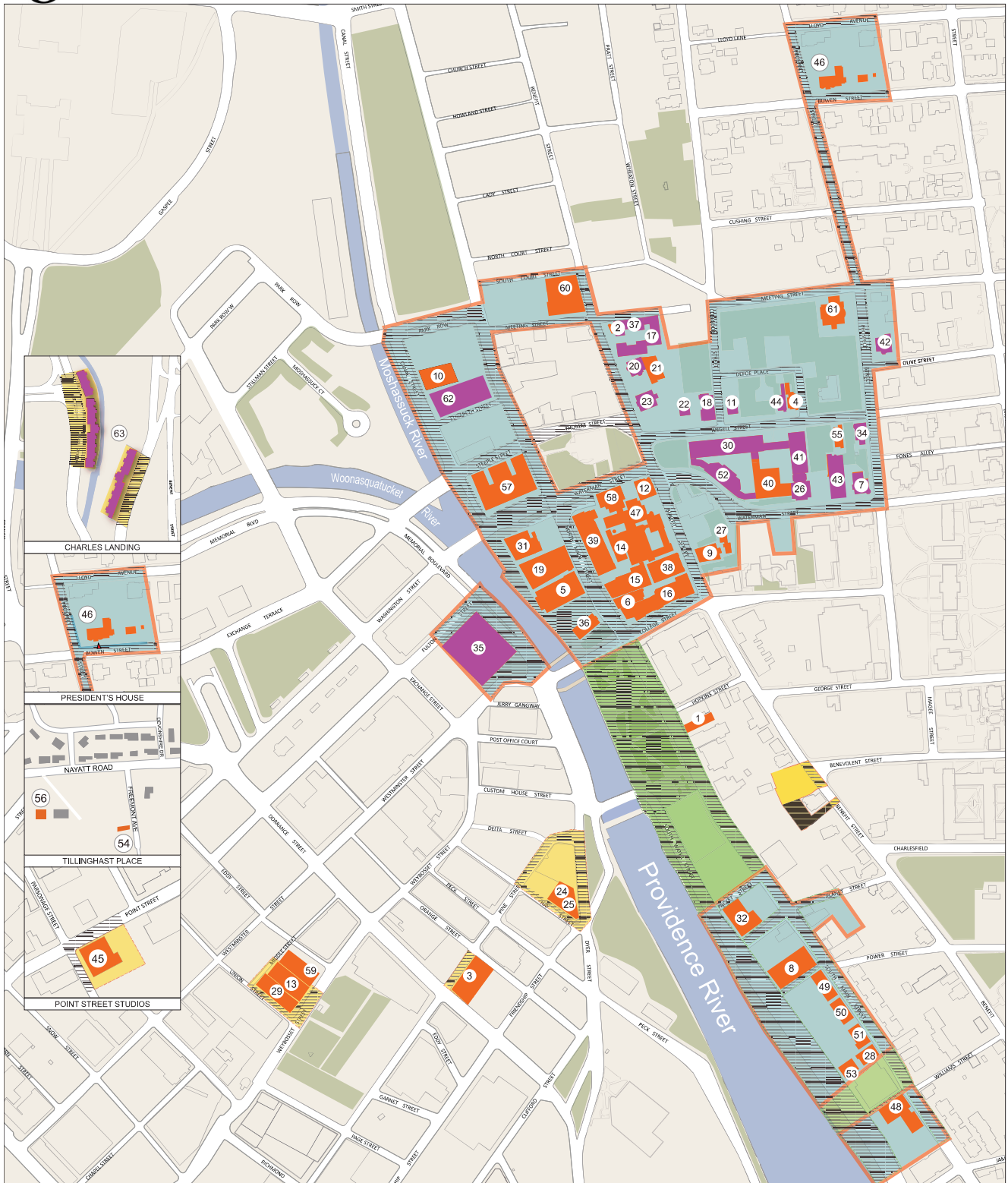
### Legend

- CAMPUS BOUNDARY
- COLLEGE BUILDINGS
- RESIDENCE HALLS
- OFF-CAMPUS
- NON-CAMPUS
- PUBLIC PROPERTY AND STREETS
- RIGHT OF WAY

- |  |                               |  |                                       |   |
|--|-------------------------------|--|---------------------------------------|---|
| 01 Aldrich Building                          | 14 Charles Landing            | 28 Frazier Terrace                                 | 41 North Hall                         | 54 Pendleton House  |
| 02 Angell Street Studios                     | 15 College Building           | 29 Homer Hall                                      | 42 Page Building                      | 55 RISD Museum -  |
| 03 Auditorium Building                       | 16 Colonial Apartments        | 30 Illustration Studios                            | 43 Pardon Miller House                | 56 Waterman Galleries   |
| 04 Bank Building                             | 17 Congdon House              | 31 Industrial Design Building                      | 44 Plantations Barn Building          | 57 South Hall   |
| 05 Barstow House                             | 18 Design Center              | 32 Larned House                                    | 45 Plantations Building 1             | 58 Tanner Building  |
| 06 Bayard Ewing Building (BEB)               | 19 Dexter House               | 33 Mandle Center for Living and Learning (15 West) | 46 Plantations Building 2             | 59 Thomson House  |
| 07 Benson Hall                               | 20 Dexter House Studio        | 34 Market House                                    | 47 Plantations Building 3             | 60 Tillinghast Place  |
| 08 Canal Street Studios                      | 21 Dunnell House              | 35 Meeting Street Studios                          | 48 Point Street Studios               | 61 Washington Place   |
| 09 Carpenter House                           | 22 Dwight House               | 36 Memorial Hall                                   | 49 President's House                  | 62 Waterman Street Building   |
| 10 Carr House                                | 23 Dyer Street Building       | 37 Metcalf Building                                | 50 RISD Beach                         | 63 What Cheer Garage + Studios  |
| 11 Center for Integrative Technologies (CIT) | 24 East Hall                  | 38 Metcalf Refectory                               | 51 RISD Museum - Farago Wing Entrance | 64 Woods-Gerry House  |
| 12 Central Power Plant (CPP)                 | 25 Ewing Multicultural Center | 39 Nickerson Hall                                  | 52 RISD Museum - Radeke Building      | 65 Benefit Street Parking Lot *204 South Main Street (Acoustic Java Cafe) |
| 13 Chace Center                              | 26 Firehouse                  | 40 Nightingale House                               | 53 RISD Museum -                      |   |



# CLERY REPORTABLE AREAS | 2021



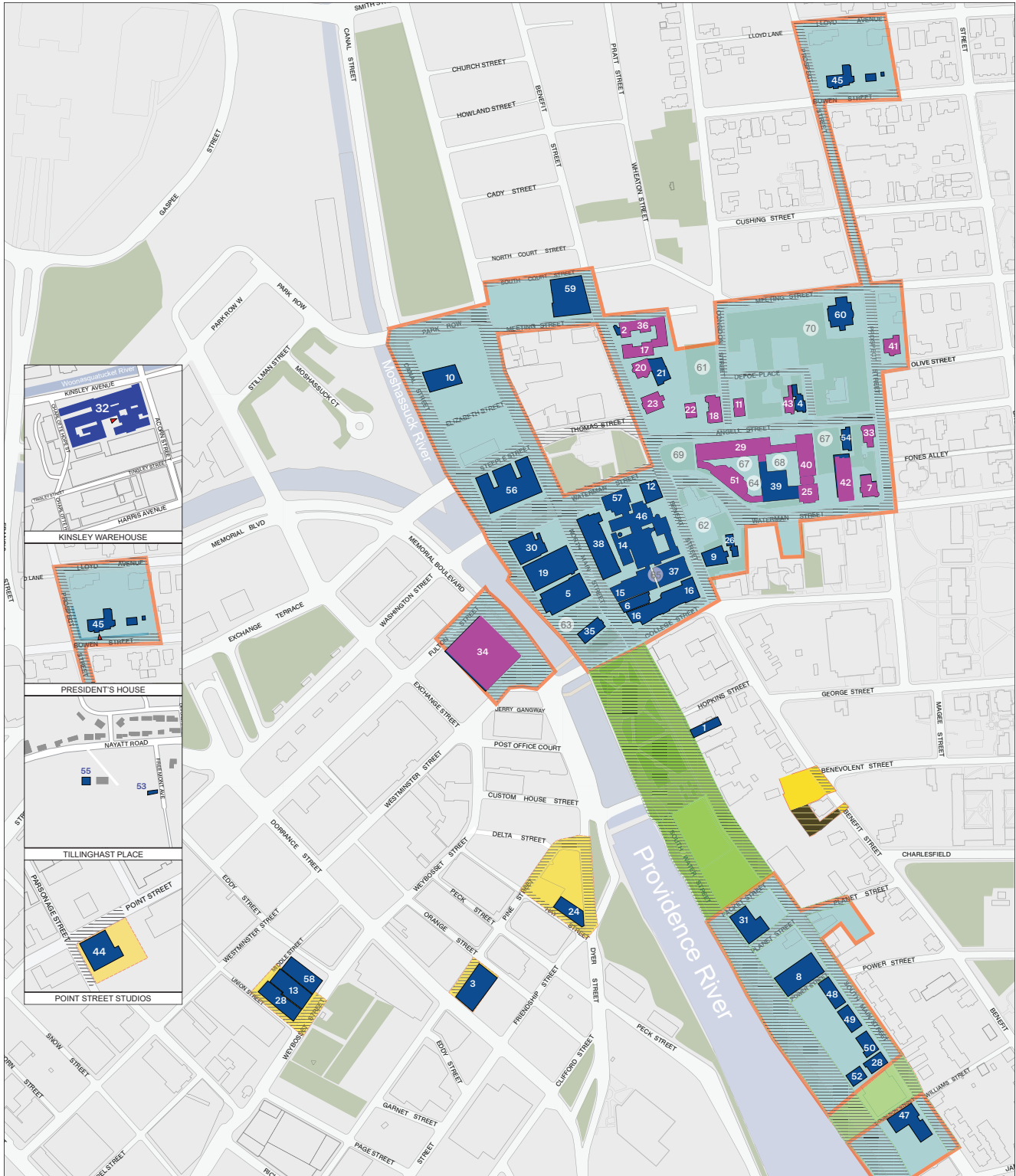
## MAP LEGEND

- CAMPUS BOUNDARY
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- PUBLIC PROPERTY AND STREETS
- RIGHT OF WAY








- |  |                                    |                                       |                                   |
|--|------------------------------------|---------------------------------------|-----------------------------------|
| 1 66 SOUTH MAIN STREET                       | 17 COLONIAL APARTMENTS             | 33 KINSLEY WAREHOUSE                  | 49 SOMAIN BUILDING 1              |
| 2 173 BENEFIT STREET                         | 18 CONGDON HOUSE                   | 34 LARNED HOUSE                       | 50 SOMAIN BUILDING 2              |
| 3 ALDRICH BUILDING                           | 19 DESIGN CENTER                   | 35 MANDLE CENTER (15 WEST)            | 51 SOMAIN BUILDING 3              |
| 4 ANGELL STREET STUDIOS                      | 20 DEXTER HOUSE                    | 36 MARKET HOUSE                       | 52 SOUTH HALL                     |
| 5 AUDITORIUM BUILDING                        | 21 DEXTER HOUSE STUDIO             | 37 MEETING STREET STUDIOS             | 53 TANNER BUILDING                |
| 6 BANK BUILDING                              | 22 DUNNELL HOUSE                   | 38 MEMORIAL HALL                      | 54 THE HOUSE AT TILLINGHAST PLACE |
| 7 BARSTOW HOUSE                              | 23 DWIGHT HOUSE                    | 39 METCALF BUILDING                   | 55 THOMPSON HOUSE                 |
| 8 BAYARD EWING BUILDING (BEB)                | 24 DYER STREET BUILDING - 103      | 40 METCALF REFECTORY                  | 56 TILLINGHAST PLACE              |
| 9 BENSON HALL                                | 25 DYER STREET BUILDING - 123      | 41 NICKERSON HALL                     | 57 WASHINGTON PLACE               |
| 10 CANAL STREET STUDIOS                      | 26 EAST HALL                       | 42 NIGHTINGALE HOUSE                  | 58 WATERMAN STREET BUILDING       |
| 11 CARPENTER HOUSE                           | 27 EWING MULTICULTURAL CENTER      | 43 NORTH HALL                         | 59 WEYBOSSET STREET STUDIOS       |
| 12 CARR HOUSE                                | 28 FIREHOUSE                       | 44 PARDON MILLER HOUSE                | 60 WHAT CHEER GARAGE + STUDIOS    |
| 13 CENTER FOR INTEGRATIVE TECHNOLOGIES (CIT) | 29 FLETCHER BUILDING               | 45 POINT STREET STUDIOS               | 61 WOODS-GERRY HOUSE              |
| 14 CENTRAL POWER PLANT (CPP)                 | 30 HOMER HALL                      | 46 PRESIDENT'S HOUSE                  | 62 EDGE BUILDING                  |
| 15 CHACE CENTER                              | 31 ILLUSTRATION STUDIES BLDG (ISB) | 47 RISD MUSEUM (Farago Wing entrance) | 63 CHARLES LANDING                |
| 16 COLLEGE BUILDING                          | 32 INDUSTRIAL DESIGN BUILDING      | 48 SOMAIN BARN BUILDING               |                                   |



# CLERY REPORTABLE AREAS | 2022



## MAP LEGEND

-  CAMPUS BOUNDARY
-  COLLEGE BUILDINGS
-  RESIDENCE HALLS
-  OFF-CAMPUS
-  NON-CAMPUS
-  PUBLIC PROPERTY AND STREETS
-  RIGHT OF WAY

- |  |                                    |                                   |                                |
|--|------------------------------------|-----------------------------------|--------------------------------|
| 1 68-72 SOUTH MAIN STREET                    | 20 DEXTER HOUSE                    | 40 NICKERSON HALL                 | 59 WHAT CHEER GARAGE + STUDIOS |
| 2 173 BENEFIT STREET                         | 21 DEXTER HOUSE STUDIO             | 41 NIGHTINGALE HOUSE              | 60 WOODS-GERRY HOUSE           |
| 3 ALDRICH BUILDING                           | 22 DUNNELL HOUSE                   | 42 NORTH HALL                     |                                |
| 4 ANGELL STREET STUDIOS                      | 23 DWIGHT HOUSE                    | 43 PARDON MILLER HOUSE            |                                |
| 5 AUDITORIUM BUILDING                        | 24 DYER STREET BUILDING - 123      | 44 POINT STREET STUDIOS           |                                |
| 6 BANK BUILDING                              | 25 EAST HALL                       | 45 PRESIDENT'S HOUSE              |                                |
| 7 BARSTOW HOUSE                              | 26 EWING MULTICULTURAL CENTER      | 46 RISD MUSEUM                    |                                |
| 8 BAYARD EWING BUILDING (BEB)                | 27 FIREHOUSE                       | 47 SOMAIN BARN BUILDING           |                                |
| 9 BENSON HALL                                | 28 FLETCHER BUILDING               | 48 SOMAIN BUILDING 1              |                                |
| 10 CANAL STREET STUDIOS                      | 29 HOMER HALL                      | 49 SOMAIN BUILDING 2              |                                |
| 11 CARPENTER HOUSE                           | 30 ILLUSTRATION STUDIES BLDG (ISB) | 50 SOMAIN BUILDING 3              |                                |
| 12 CARR HOUSE                                | 31 INDUSTRIAL DESIGN BUILDING      | 51 SOUTH HALL                     |                                |
| 13 CENTER FOR INTEGRATIVE TECHNOLOGIES (CIT) | 32 KINSLEY WAREHOUSE               | 52 TANNER BUILDING                |                                |
| 14 CENTRAL POWER PLANT (CPP)                 | 33 LARNED HOUSE                    | 53 THE HOUSE AT TILLINGHAST PLACE |                                |
| 15 CHACE CENTER                              | 34 MANDLE CENTER (15 WEST)         | 54 THOMPSON HOUSE                 |                                |
| 16 COLLEGE BUILDING                          | 35 MARKET HOUSE                    | 55 TILLINGHAST PLACE              |                                |
| 17 COLONIAL APARTMENTS                       | 36 MEETING STREET STUDIOS          | 56 WASHINGTON PLACE               |                                |
| 18 CONGDON HOUSE                             | 37 MEMORIAL HALL                   | 57 WATERMAN STREET BUILDING       |                                |
| 19 DESIGN CENTER                             | 38 METCALF BUILDING                | 58 WEYBOSSET STREET STUDIOS       |                                |
|  | 39 METCALF REPECTORY               |                                   |                                |

## OUTDOOR SPACES

- 61 FARNUM PARK
- 62 FRAZIER TERRACE
- 63 MARKET SQUARE
- 64 METCALF REPECTORY PATIO
- 65 MOORE TERRACE
- 66 NICKERSON GREEN
- 67 QUAD LOWER TERRACE
- 68 QUAD UPPER TERRACE
- 69 RISD BEACH
- 70 WOODS-GERRY GARDENS