

NDSU

North Dakota State University, Fargo

2009-2010

PERSONAL SAFETY

For any emergency requiring immediate police, ambulance or fire department service dial 911.

+ SECURITY

on the NDSU campus



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Counseling Center: 231-7671

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Disability Services: 231-8463

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Employee Assistance Program (The Village): 451-4900
Escort Service: 231-8998
Equity and Diversity: 231-7708

F

Facilities Management: 231-7911
Fargo Police: 911
Financial Counseling (The Village): 235-3328
Fire Department: 911

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Hazardous Materials: 231-7759

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Medical Emergency: 911
Memorial Union (reservations and event services): 231-8417

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Orientation and Student Success: 231-7750

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Parking Office: 231-5771
Poison Control: 1-800-222-1222

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Rape and Abuse Crisis Center: 293-7273 (available 24 hours)
Registration and Records: 231-8597

S

Safety Office: 231-7759
Student Health Service: 231-7331

U

University Police: 231-8998
University Relations: 231-1068

V

Vice President for Student Affairs: 231-7701

W

Workers Compensation Claims Specialist: 231-6740

TO NDSU STUDENTS, FACULTY, STAFF AND GUESTS



North Dakota State University is in an exciting time of transformation. With a record enrollment of more than 13,200 students in our undergraduate and graduate programs, this is an energetic and vibrant campus where faculty, staff and students are moving to the next level.

We must also step up our awareness of personal safety and property security issues. Even though NDSU and Fargo-Moorhead are wonderful places to work and study, we need to protect our property and ourselves. We understand the importance of expanding security as our campus grows into new areas. North Dakota State will provide full-time security for students at our downtown locations.

The North Dakota University System has contracted with an emergency notification vendor. The system sends text messages and cell phone calls to students and employees when there is an immediate threat. I urge you to take part in the notification system. But that alone is not sufficient. This booklet provides important safety information, and I encourage you to read it and keep it for reference.

NDSU is emerging as a national model of the contemporary land-grant university. Let's demonstrate the same resolve on matters of safety.

Have a safe and successful year,

A handwritten signature in cursive script, reading "Joseph A. Chapman".

Joseph A. Chapman
NDSU President

ALCOHOL + DRUGS POLICY

UNIVERSITY POLICY ON THE USE OF ALCOHOL AND OTHER DRUGS BY STUDENTS AND EMPLOYEES

The State Board of Higher Education prohibits the possession, sale, dispensation, use or consumption of alcoholic beverages upon land or in buildings owned by the board or its institutions. NDSU complies with and supports the North Dakota State Board of Higher Education policy governing alcohol use on campus, the Drug Free Workplace Act of 1988, Public Law 100-690 and the Drug-Free Schools and Communities Act Amendments of 1989, Public Law 101-226. For the complete State Board of Higher Education policy see www.ndsu.nodak.edu/policies procedures policy number 918 "Alcoholic Beverages."

The university prohibits the unlawful or unauthorized use, possession, storage, manufacture, distribution, or sale of alcoholic beverages and any illicit drugs or drug paraphernalia in university buildings, any public campus area, in university housing units, in university vehicles, or at any university affiliated events held on or off-campus, which are sponsored by students, employees and their respective campus organizations (including all fraternities and sororities). For NDSU employees, compliance with this policy is a term and condition of employment. For NDSU students and student organizations, compliance with this policy is a term and condition of continued enrollment/organizational recognition.

The university recognizes that chemical dependency and chemical abuse are concerns that can impact both academic success and work performance and that there are assistance programs available to help individuals experiencing problems. When appropriate, NDSU personnel may refer students and employees to NDSU Counseling Center or to agencies outside of NDSU for evaluation and/or treatment for alcohol or other drug related problems. As part of their benefit package, employees may access services through the Employee Assistance Program provided by the Village (1-800-627-8220) or in the Fargo area (701) 451-4900. Employees may refer students in need of services to the Counseling Center at (701) 231-7671.

Additional alcohol and other drug prevention information is available through the Office of Orientation and Student Success at www.ndsu.edu/alcoholinfo or (701) 231-5478.

For the complete text of the policy see www.ndsu.edu/policy/155.htm.

CRIME PREVENTION

Following the steps below can reduce your risk of being victimized.

PROTECTING YOURS AND OTHERS' PROPERTY

1. Lock your door whenever you leave your room for ANY length of time or when you are sleeping. Always lock all car doors.
2. Never prop open any door.
3. Protect all valuables in your room. Do not leave valuables like wallets, jewelry, credit cards, cash and computers in plain view.
4. Do not loan your keys to anyone.
5. Never hide your keys outside of your apartment or room. Do not put your name or address on your keys.
6. Take all valuable items home with you during vacations.
7. In public places keep your valuable items out of sight or in a safe place. If you leave an area for any length of time, take personal items with you.
8. Protect your valuables:
 - a. Itemize your possessions on a file card. Record the description and serial number and keep purchase receipts and brochures on equipment purchased.
 - b. An electric engraver is available from the University Police.



NDSU, in cooperation with Student Government, has purchased and installed a number of emergency phones around campus (see map on back of last page). These units are blue metal columns with strobe lights at the top and emergency buttons that give direct phone connections to University Police. Most of these units also will allow users to place short-duration personal phone calls. Press the "Call" button for dial tone then dial as you would using any other campus phone. If you have questions, call University Police at 231-8998.

STEPS TO AID IN YOUR PERSONAL SAFETY

AT HOME, IN A BUILDING, OR IN THE RESIDENCE HALLS

1. Stay sober. Many crimes against persons occur when one or both parties are under the influence of alcohol and/or other drugs.
2. Keep your room door locked when you are sleeping or napping.
3. Never let unauthorized persons enter your room, residence hall, or apartment security doors. Report any suspicious activity to the police immediately.
4. Never prop open inside or outside doors.
5. Do not hide keys outside of your room or apartment. Do not put your name or address on your keys.
6. Avoid working or studying alone in a campus building.
7. Never dress in front of a window. Draw blinds or curtains after dark.
8. If you are awakened by an intruder inside your room, do not attempt to apprehend the intruder (you may want to pretend you are sleeping until the intruder leaves). Try to get an accurate description of the intruder and call the police immediately.
9. Be careful what personal information you choose to share on your Web site.

WHEN DRIVING

1. When approaching your vehicle carry your keys so you can enter quickly.
2. Lock your doors and keep windows rolled up whenever possible. Always check the rear seat for intruders before entering your automobile.
3. Drive on well-traveled and well-lit streets.
4. Never hitchhike and never pick up hitchhikers.
5. If someone tries to enter your stopped vehicle, sound the horn and drive away.
6. If your vehicle breaks down, raise the hood and wait in your locked car for help.
7. Be aware that an accident may be staged to provide the other driver with an opportunity to commit a criminal act.
8. Leave enough room between your car and the one ahead so you can drive around it if necessary.

WHILE WALKING OR JOGGING

1. Avoid walking or jogging alone and never walk or jog after dark. If you must travel alone at night, use the NDSU Escort Service (231-8998) to escort you to your on-campus destination or locations near to campus.
2. Avoid dark or vacant campus areas. Walk along well-lit routes.
3. Be alert to your surroundings. If you suspect you are being followed, run in a different direction, go to the other side of the street and yell for help, or head quickly for a lighted area or a group of people.
4. Have your keys or ID card ready when returning to your residence hall or apartment and keep your personal or valuable items concealed and close to your body.

STEPS TO FOLLOW IF YOU SEE SUSPICIOUS ACTIVITY OR PEOPLE

If you see any suspicious activity or people on or near the university campus, it is your responsibility to immediately call the University Police at 231-8998 and report what you have seen. Do not assume that what you see is an innocent activity or that another individual has already called the police. Do not worry about being embarrassed; think about what could happen if you do not act.

SUSPICIOUS PEOPLE MAY BE

- Loitering about at unusual hours and locations.
- Running, especially if something of value is being carried.
- Exhibiting unusual mental or physical symptoms. Person(s) could be under the influence of drugs, or otherwise needing medical or psychiatric assistance.

- Carrying property that might be suspicious, depending on the circumstances.
- Going from room to room or car to car trying door knobs.

OTHER UNUSUAL SITUATIONS

- Open or broken doors or windows.
- Unusual noises—anything suggestive of foul play, danger or illegal activity.
- People sitting in parked vehicles for an extended period of time.
- Vehicles driving slowly in a parking lot at night.
- Anyone not belonging to the university community.

Do not assume the person is a visitor or university staff member that you have not seen before. Call the University Police immediately.

ENSURING THE SAFETY OF YOUR BICYCLE OR OTHER VEHICLE

1. Register your bicycle with the University Police.
2. Engrave your name and phone number on your bicycle. Keep a record of your vehicle's serial number.
3. Lock all vehicles when parked.
4. Use a high-quality lock—"U" bolt locks are the best for bicycles. Place the chain, cable or lock through both wheels, the frame and around the bicycle rack. Take the front wheel and/or seat with you, if removable.
5. If your vehicle is stolen, contact the University Police, 231-8998, immediately.

For further information and clarification contact University Police, 231-8998.

ALCOHOL POISONING/OVERDOSE

Alcohol poisoning and/or alcohol overdose are serious conditions and can result in death unless paramedics respond in time and can get appropriate treatment for the individual. The dangers of Acute Alcohol Intoxication, more commonly known as Alcohol Poisoning or Alcohol Overdose, are real and can happen anywhere. Your awareness and knowledge about the signs and symptoms could mean life or death to a person you care about.

Try to wake them up. Call their name, shake them, pinch them. If they do not respond – GET HELP!

Check the person's skin. If his/her skin is pale or is cold or clammy – GET HELP!

Listen to their breathing. If it is irregular, or too slow/shallow (less than eight breaths per minute or more than 10 seconds between breaths) – GET HELP!

GET HELP

1. If you discover any of the above symptoms, **call 911** or NDSU University Police at 231-8998.
2. **Stay with the person** while waiting for help to arrive. If their breathing stops, perform CPR.
3. Turn the person on his/her side to prevent choking.

BETTER SAFE THAN SORRY

When in doubt, call 911

Do not hesitate to seek assistance for yourself or others for fear of criminal charges. North Dakota law (N.D.C.C. 5-01-09.2) states that an individual under 21 years of age is immune from criminal prosecution if that individual contacted law enforcement or emergency medical services and reported that another individual under 21 years of age was in need of medical assistance due to alcohol consumption, provided assistance to the individual in need of medical assistance until assistance arrived and remained on the scene and cooperated with medical assistance and law enforcement personnel on the scene, or was the individual in need of medical assistance. The maximum number of individuals who may be immune for any one occurrence is five individuals.

CRIME REPORTING

If you are the victim of a crime or a witness to one, you should do the following:

1. CALL THE POLICE IMMEDIATELY:

ON CAMPUS, DIAL 231-8998 to call the University Police to report suspicious people or activities, crime reports, traffic accidents, other law violations.

OFF CAMPUS, DIAL 911 for the Fargo Police Department. You may remain anonymous if you wish.

2. OBTAIN A DESCRIPTION OF THE OFFENDER(S),

including sex, age, race, hair, clothing and distinguishable features. Also attempt to obtain a description and license number of any vehicles involved. Note the direction taken by offenders or vehicles and report these to the police.

3. PRESERVE THE CRIME SCENE.

Do not touch any items involved in the incident. Close off the area of the incident and do not allow anyone in the crime area until police arrive.

4. CONSIDER CONTACTING THE COUNSELING CENTER AT 231-7671.

The counseling staff may be able to help ease trauma you may feel as a victim or witness of a crime.

All personal information provided by either employees or students for the use in the NDSU CENS program will be deemed exempt from open records law in accordance with applicable laws and regulations. If this emergency notification information is provided by the employee or the student for other records subject to open records, that information is considered directory information and not confidential unless the individual has refused to permit disclosure of the directory information for those specific records.

The only authorized personnel that may activate the NDSU CENS program are the director of the University Police and Safety Office or the chief of the University Police Department. Participants in NotiFind may at times be asked to verify and/or update their emergency notification information as needed by NDSU. Testing of the systems also will be done on a periodic basis and will be sent to all current participants utilizing emergency notification data provided and entered into the systems.

It will be the objective of the NDSU CENS program to provide timely notification/warnings for emergency situations. It also is understood that in order to provide this in as timely manner as possible, that limited information may be available at the time of release of the notification, and NDSU may utilize some or all of the systems to disseminate notifications and updates as the situation requires. Recipients of these notifications should exercise all due caution and personal safety measures during these situations and be patient with the release of updated information to allow emergency services personnel to gather correct information and develop the ongoing notifications.

CAMPUS SECURITY AUTHORITIES

Crimes also may be reported to persons who have been designated as having significant responsibility for student and/or campus activities. Each will be responsible for forwarding campus crime reports to the University Police for investigation and campus crime reporting in compliance with the Clery Act.

The titles of these persons include:

Associate Dean of Student Wellness	Directors of Athletics
Associate Director and Director of Residence Life	Faculty or Staff Advisers of Recognized Student Organizations and Activities (when acting in their capacities as organizational advisers)
Associate Director of Student Rights and Responsibilities	Head Athletic Trainer
Associate Vice President for Student Affairs	Peer Mentors
Coaches	President
Coordinator for Greek Life and Leadership	Provost and Vice President for Academic Affairs
Counseling Center Staff (when acting in their capacities as organizational advisers)	Registrar
Deans	Residence Hall Directors
Dean of Student Life	Resident Assistants
Department Chairs	University Police
Director of Disability Services	Vice President for Agriculture and University Extension
Director of Human Resources	Vice President for Equity, Diversity and Global Outreach
Director of International Programs	Vice President for Finance and Administration
Director of Multicultural Student Services	Vice President for Research, Creative Activities and Technology Transfer
Director of the Center for Child Development	Vice President for Student Affairs
Director of the Memorial Union	Vice President for University Relations

CAMPUS EMERGENCY NOTIFICATION SYSTEMS (CENS)

NDSU utilizes a number of redundant emergency notification systems that together comprise the NDSU CENS. Some or all of these methods of communication may be activated in the event of an immediate threat to the NDSU campus community. These methods of communication include e-mails, emergency text and voice messages that can be sent to a cellular or landline phone through a system named NotiFind, a recorded information telephone line (231-info), Audix voice messages to university phone lines, and audio and video interruption of televisions on campus tuned in to local or cable programming. In addition, CENS utilizes a banner on the NDSU homepage (www.ndsu.edu) that redirects users to another site that contains information on the emergency. This can be accessed not only by NDSU students, faculty and staff, but to anyone with Internet access.

These systems are designed and dedicated to provide timely notification and warning for emergency situations. An "emergency" means a situation that poses an immediate threat to the health or safety of someone at the university or significantly disrupts university programs and/or activities. Confirmation of a significant emergency or dangerous situation must be made by either the director of the University Police and Safety Office or the chief of the University Police Department.

All employees, including student employees, must participate in NotiFind and provide current personal emergency notification information to NDSU. Students may participate in NotiFind by providing NDSU with their personal emergency notification information unless they "opt-out" and indemnify NDSU of any liability for not receiving the emergency notifications.

SUICIDE THREAT RESPONSE

See policy 608 in the NDSU Policy manual, or go to:
www.ndsu.edu/policy/608.htm.

SEXUAL ASSAULT

If you are a sexual assault victim, report it to the police immediately. Preserve the physical evidence. Do not bathe, douche, use the toilet, or change clothing. If you have been raped, do not gargle, brush your teeth or drink beverages. You should seek medical treatment immediately regardless of whether you report the matter to the police. (For further information and resources, see Sexual Assault Student Policy, pages 17-18.)*

*Victims of sexual assault seeking confidential support should contact the NDSU Counseling Center or the Rape and Abuse Crisis Center.

TELEPHONE/E-MAIL HARASSMENT

Obscene or threatening telephone calls, e-mail messages, or other forms of electronic communication, should be reported to the police immediately. Other harassing messages should be reported if they persist. If you receive such a telephone call, remain calm and hang up. If you receive such a message by e-mail, do not reply or delete the message, and contact University Police at 231-8998.

ARMED INTRUDER AND VIOLENT BEHAVIOR

The following are recommended guidelines to follow if it is possible to do so safely. Exit the building immediately when you become aware of an incident, moving away from the immediate path of danger, and follow these recommended steps:

1. Notify anyone you may encounter to exit the building immediately, but do not sound the fire alarm. This may place everyone in potential harm as they try to exit the building.
2. Notify the NDSU Police at 1-8998 or call 911 immediately, and be prepared to provide the dispatcher with the following information:
 - a. Your name,
 - b. Location of the incident,
 - c. Number of shooters,
 - d. Identification or description of shooter(s),
 - e. Number of persons who may be involved,
 - f. Your exact location and injuries to anyone, if known, and
 - g. You may be asked to remain on the line with dispatch while they coordinate the response.
3. Individuals not immediately impacted by the situation are to take protective cover, staying away from windows and doors until notified otherwise.
4. If it is unsafe to enter a campus building, seek shelter in the safest place available.
5. Obey all commands from the police for safety reasons and wait for further instructions.

If you are directly involved in an incident and exiting the building is not possible, the following actions are recommended:

1. Go to the nearest room or office (do not stay in an open hallway).
2. Close and lock the door.
3. Turn off the lights and the audio equipment.
4. Barricade yourself in the room with furniture or anything you can push against the door and seek protective cover.
5. Keep quiet and act as if no one is in the room.
6. Do not answer the door.
7. Notify 911 if it is safe to do so and be prepared to provide the dispatcher with the essential information.
8. If you think you can safely make it out of the building, then do so.
9. Wait for the police or emergency personnel to assist you out of the building. Obey all commands from the police for safety reasons and wait for further instructions.

INDECENT EXPOSURE

Exposing one's self is a crime in North Dakota. If you observe someone doing this, call University Police at 231-8998 or the Fargo Police Department at 911.

BOMB THREATS

All bomb threats are to be taken seriously. To provide for the safety of the faculty, staff, students and the general public, bomb threats must be considered real until proven otherwise. In most cases, bomb threats are meant to disrupt normal activities. With that in mind, a building evacuation is not a decision for just anyone to make. The exception would be the proper authorities listed in this plan. Upon receiving a threatening telephone call, please do the following whether the bomb threat appears real or not:

1. Remain calm.
2. Immediately report this incident to University Police (231-8998).
3. Follow the University Police instructions, including evacuation of the building if necessary. Alert others to evacuate the area (following building evacuation plans).
4. Do not search for the bomb (unless instructed to do so by University Police).
5. If a suspicious object or potential bomb is discovered, DO NOT HANDLE THE OBJECT. EVACUATE THE IMMEDIATE AREA AND CALL 911. Be sure to include the location and appearance of the object when reporting.
6. Do not re-enter the building until instructed to do so by appropriate personnel (University Police).

SUSPICIOUS MAIL OR PACKAGES

In case of suspicious mail or packages, following the recommended steps can minimize problems. If a suspicious letter or package is received:

1. Contact the University Police at 231-8998 or call 911.
2. Give dispatcher a description and location of the package.
4. Follow the instructions given by the police.
5. DO NOT OPEN IT!
6. Do not shake or empty the contents of any suspicious mail.
7. Do not carry the package or envelope, show it to others, or allow others to examine it.
8. Treat the scene as a crime scene!
9. Put the package or envelope down on a stable surface; do not sniff, touch or look closely at it, or at any contents which may have spilled.
10. Alert others in the area about the suspicious envelope or package. Leave the area, close any doors and take actions to prevent others from entering the area. If possible, shut off the ventilation system.
11. WASH your hands with soap and water to prevent spreading potentially infectious material to face or skin. Seek additional instructions for exposed or potentially exposed persons.
12. Evacuate the building if told to do so by Emergency Response Officials.
13. If possible, create a list of persons who were in the room or area when this suspicious letter or package was recognized, and a list of persons who also may have handled the package or envelope. Give this list to the Safety Office, local public health authorities and law enforcement officials.

Some characteristics of suspicious packages may include the following:

- Unexpected or from someone unfamiliar to you,
- Has no return address, or has one that can't be verified as legitimate,
- Marked with restrictive endorsements: "Personal," "Confidential" or "Do not X-ray,"
- Has protruding wires or aluminum foil, strange odors, or stains,
- Show a city or state in the postmark not matching the return address,
- Unusual weight given the size, lopsided or oddly shaped,
- Threatening language and inappropriate or unusual labeling,
- Excessive postage or packaging material, such as masking tape and string,
- Misspellings of common words, incorrect titles or titles without a name,
- Addressed to someone no longer with your organization or are otherwise outdated,
- Ticking sound,
- Powdery substance felt through or appearing on the package or envelope.

DISASTER PREPAREDNESS + SAFETY ISSUES

Employee safety and risk management program

NDSU is committed to providing a safe and healthy environment for all its employees. To facilitate this objective, NDSU has established an employee safety and risk management program which places a high priority on the prevention of accidents and injuries, quality health care for injured employees and a return to work assistance program. With the employee's needs as the main objective, the program also aims to improve cost containment through safety training and claims management principles and practices.

The program is administered by the University Police and Safety Office (231-7759). The success of the program is dependent on each employee's active participation and cooperation in every aspect of the program.

EVACUATION PLAN

It is recommended that all employees review and become familiar with the emergency evacuation procedures annually, or whenever there are plan or facility design/occupancy use changes. It is recommended that departments determine and direct occupants to pre-determined designated assembly points, and prevent re-entry to the facility (prevention of re-entry to anyone except emergency personnel ensures the protection of life and property – university and personal property). The following guidelines are recommended:

- Building evacuations will occur when an alarm sounds continuously and/or upon notification by emergency personnel or by the University Police.
- If necessary or if directed to do so by a designated emergency official, activate the building alarm. Call 911 and the University Police at 231-8998.
- Do not use elevators during an emergency evacuation. Emergency response personnel may use an elevator for evacuation after review of the circumstances.
- Everyone must exit the building quickly and proceed in an orderly manner to the designated emergency assembly point as predetermined by each department. Be alert and pay attention to what is happening around you. If the first designated area of evacuation is inaccessible, proceed to a designated secondary location as predetermined by each department.
- Check doors for heat before opening. Do not open door if it is hot.
- Remain at the designated assembly point until someone takes roll call and further instructions are provided by emergency personnel or the University Police. Do not leave the area.
- Do not re-enter an evacuated building until instructed to do so by an official or selected monitor.
- Individuals with disabilities responsibilities:
 - ➔ Be aware of persons in the building who may need assistance. Be prepared to render assistance if necessary or as the situation warrants. If unable to directly assist a person with disabilities, ask the individual to wait at the nearest exit for assistance from official emergency personnel.
 - ➔ Individuals with disabilities are responsible for knowing how they want to be helped during an evacuation. They are asked to convey this information to their instructors within the first week of each semester or to their work supervisors within the first week of employment.
- Guests of the university and campus visitors should also inform the university employee/student with whom they are dealing of their need for evacuation assistance.

"SHELTER-IN-PLACE" PROCEDURES

During certain emergency situations and some weather emergencies, you may be advised to "shelter-in-place" rather than evacuate or leave the building. If there is an emergency that is a risk to the public, your local officials will notify you by radio, TV or telephone. The outdoor warning sirens may be activated. If you hear the sirens, go inside and tune to a local radio or TV station.

If you are told there has been a hazardous material release or a Public Health issue, most often there is not enough time for evacuation. The safest immediate action is to shelter-in-place while listening for further instructions.

The following are guidelines to be followed:

1. Listen to the local radio, television stations or CENS for detailed information and instructions. Follow the instructions carefully. Stay away from the area to minimize risk of injury or contamination.
2. Stay inside the building.
3. DO NOT go outside to investigate.
4. Bring pets/animals inside if practical.
5. Close and lock all exterior doors and window. Close vents, fireplace dampers, and as many interior doors as possible.
6. Turn off air conditioners and ventilation systems to 100 percent recirculation so that no outside air is drawn into the building. If this is not possible, ventilation systems should be turned off (includes heating and air conditioning).
7. Seal the room by covering each window, door and vent using plastic sheeting and duct tape.
8. Use material to fill cracks and holes in the room, such as those around pipes.
9. Gather essential disaster supplies, such as nonperishable bottled water, battery powered radios, first aid supplies, flashlights, batteries, duct tape, plastic sheeting and plastic garbage bags.
10. If in a vehicle:
 - a. Close all windows and shut all manual vents.
 - b. Turn off the ventilation system.
 - c. Tune in the radio for emergency information.
11. In the event of a Public Health emergency, isolation and quarantine may be mandatory rather than voluntary.
 - a. Follow all Public Health recommendations.
 - b. Restrictive Public Health measure can be legally enforced.

There may be times when there has been no notice but you still need to take action. Take immediate action if you:

- Hear a strange sound like an explosion.
- See a vapor cloud.
- Smell a strange odor.
- Feel nauseous or have burning eyes.

FIRE SAFETY

Preparing for emergencies well in advance is one of the most effective ways to deal with potential disasters. In the case of a fire, knowing the steps to take can minimize problems.

STEPS TO FOLLOW IF YOU SEE A FIRE

1. Activate the nearest fire alarm.
2. Alert the **Fire Department at 911** from a safe phone. Give your name, address, location and the extent of the fire.
3. Calmly alert people in the building and evacuate the building by following EXIT signs. **DO NOT USE THE ELEVATORS.** Non-ambulatory individuals needing assistance with evacuation should wait for professional assistance at designated areas in the building (see previous section titled Evacuation Plan).
4. Once an alarm has been activated and immediate attention has been given by emergency personnel to the safety of others, close corridors, windows, doors, and stairwells to prevent the spread of fire and smoke.
5. Remain outside the building at a safe distance.
6. Meet police or fire personnel upon arrival to direct them to the fire.

STEPS TO FOLLOW IF YOU ARE CAUGHT IN A FIRE

1. Remain calm.
2. Before opening a door, feel it with the back of your hand. If it is hot:
 - Do not open the door.
 - Open the windows. If possible, lower the top half of the window to let out heat and smoke and raise the lower half to let in fresh air.
 - Seal cracks around the door with towels, linens, or clothes. Soak these items in water if possible.
 - To attract attention, hang objects out of the window and shout for help.
 - Keep low to the floor. Take short breaths to avoid inhaling smoke. Place a wet towel over your nose and mouth. Keep your head six to eight inches off the floor.
3. If the door is not hot, brace yourself against the door and open it slowly. If hot air or fire rushes in, close the door and refer to step 2.
4. If you can leave, close all doors behind you and proceed to the nearest safe exit. Leave the building and stand clear of the fire. Help direct police and fire personnel when they arrive.

POWER FAILURE

In case of a power failure or electrical hazard, following the recommended steps can minimize problems.

If the power fails during normal operating hours:

- Call Facilities Management at 231-7911 to notify them of the outage.
- Check to see if anyone is trapped in the elevators.
- Check to see if anyone needs assistance exiting a room or the building.
- Turn off all electrical equipment and devices such as power tools, computers, monitors, copiers, typewriters, printers, etc.

If the power fails during evening hours or on a weekend, follow same procedures as above except:

- ➔ Call the University Police at 231-8998 (or 911 for an emergency situation) to notify them of the outage.

As power returns after an outage, people may be at risk of electrical or traumatic injuries. Power lines are re-energized and equipment is reactivated. It is recommended that you be aware of those risks and take protective steps.

CHEMICAL AND RADIOLOGICAL SAFETY

Chemicals and other hazardous substances should be used only by people who have completed appropriate training and have the proper authority and permission to use them. Normally, use of these substances is for work purposes, research, or teaching assignments. Appropriate safety precautions should be followed and may include the use of laboratory apparel, safety goggles, respirators, and/or fume hoods.

Disposal of all hazardous substances is handled by the University Hazardous Materials Technician. Hazardous items may not be disposed of in common trash containers or in the university sanitary and storm sewer system. If you have questions, contact the University Hazardous Materials Technician at 231-7759.

Radioactive materials can be used by university personnel only after authorization has been granted by the University Radiation Safety Committee. The Radiation Safety Officer should be contacted to obtain an application for radioactive materials usage, or for any questions on radiation safety related matters at 231-7759.

CHEMICAL/RADIATION/BIOLOGICAL ACCIDENT/ATTACK

A radiological threat could come in the form of a spill, nuclear blast or a dirty bomb. A dirty bomb would involve the use of explosives to spread radioactive contaminants over a targeted area.

A chemical spill/attack is the accidental or deliberate release of a toxic gas, liquid or solid that can poison people and the environment. Nerve agents such as sarin and tabun are high on the list of suspected chemical threats. Signs of a chemical spill or attack would include many people suffering from watery eyes, choking and having trouble breathing and many sick or dead birds, fish or small animals.

A biological spill/attack is the accidental or deliberate release of biological substances that can make you sick. Some agents like anthrax are not contagious, while others like smallpox can be transmitted to other people. A biological accident/attack may not be immediately obvious. Patterns of unusual illnesses or a surge of sick people seeking medical treatment may be the first sign of an attack.

Report the circumstances to the University Police and Safety Office (231-7759).

1. Be prepared to give specifics: e.g. biological chemical/radioactive material, building name, room number, person(s) injured, etc.
2. If necessary, evacuate the building by activating the fire alarm. Refer to building evacuation instructions posted in the building.
3. After the emergency is under control, be prepared to assist the staff of the University Police and Safety Office, or other law enforcement or regulatory agencies in preparing and completing any required incident reports.

ASBESTOS

Asbestos containing materials are located in many areas across the campus at NDSU. The University Police and Safety Office maintains the locations of asbestos containing materials at NDSU. Contact the UP&SO at 231-7759 with any asbestos related questions.

Poison Control: 1-800-222-1222

(Source: Policy 711, NDSU Policy manual.)

The background of the page features a faded image of the North Dakota State University archway, which is a large metal structure with the university's name inscribed on it. Below the archway, a group of four students is visible, walking and smiling. The students are dressed in casual attire, including t-shirts and jeans. The overall image is in grayscale, providing a subtle backdrop for the text.

NORTH DAKOTA STATE UNIVERSITY

Thinking about safety and prevention

1. Know every regular and emergency exit from the building you are in. Know how to activate the alarm system and what it sounds like.
2. Arrange the contents of your room with fire safety in mind. Maintain clear and unobstructed access to your room door, from both the inside and outside, at all times.
3. Do not overload electrical outlets. Do not use broken, frayed or cracked electrical cords. Do not suspend lamps or lights by their own cords.
4. Smoking is not allowed in any university building.
5. Do not allow excess clutter of flammable materials.

For further information, contact: NDSU's University Police and Safety Office at 231-7759.

TORNADO PREPAREDNESS

When the threat of a tornado is imminent, the city/campus emergency sirens will be activated.

- Be familiar with the weather service alert and siren system: There is a “test” in Fargo the first Wednesday of each month at 1 p.m.
- Seek shelter immediately in the lower level or an interior room of the building you are in (closets, bathrooms, hallways). Get under something sturdy.
- If you’re in a high-rise building, go to an interior hallway on the lowest floor possible. Remain away from outside walls. Assume a crouched position with arms over your head.
- Individuals should walk, not run, to the designated area.
- If possible, close doors of each room as you leave.
- Persons with disabilities should follow the Evacuation Plan, but may use the elevators only if warning time allows.
- Stay away from windows, particularly on the windward side, and avoid shelter in large rooms with large, unsupported roof spans.
- Remain on the lower level until an ALL CLEAR bulletin from the National Weather Service is announced.
- Notify the Safety Office (231-7759) in the event of injury to individuals or damage to the building.
- If you’re outside in an automobile, do not try to outrun the tornado. Drive at right angles away from the tornado’s path. If there isn’t time, or if you are on foot, take cover and lie flat in the nearest depression such as a ditch, culvert, excavation or ravine.

AFTER THE DISASTER OR EMERGENCY:

- Use extreme caution in entering or working in buildings that may have been damaged or weakened, as they may collapse without warning.
- Check for fire and be aware of the possibility of gas leaks or electrical short circuits. If detected, notify the gas company, electrical company, the police or fire department.
- **Do Not** go back into the building until you have been ensured it is safe by these officials.
- Do not light matches or turn on electricity.
- Stay away from fallen or damaged electrical wires.
- Stay away from disaster areas. Sightseeing will interfere with emergency operations and may be dangerous.
- Do not use the phone except for emergencies.

ANIMAL ACTIVIST PROCEDURES

We all need to be alert to unauthorized persons attempting to gain access to animal facilities. Activists may pretend to have authority to gain access or may claim to “have a delivery,” be the news media, “have an appointment,” or to have left their card access elsewhere. All animal facilities are and should be secured areas. If unauthorized personnel attempt to gain entry to the animal facilities, if a demonstration should occur, or if you learn of animal activists targeting the animal facilities, call 911, University Police at 231-8998, or your local law enforcement agency. In addition:

- Be aware and report suspicious activity immediately (suspicious packages, e-mails, etc. ...).
- Report loss of keys immediately.
- Lock all doors and windows and close them on the way in and out.
- Remain calm.
- Do not confront demonstrators. If you arrive during a disturbance, leave the area at once.
- Be courteous and avoid an incident.
- When law enforcement arrives, provide the following information:
 - ➡ Location, building, floor, room, entrance, etc.,
 - ➡ Approximate number of activists/protesters,
 - ➡ Obvious objective or demand of group,
 - ➡ Describe if the group is rational, organized, violent, etc.,
 - ➡ Follow the law enforcement’s instructions.
- When the media arrives at an NDSU location or calls for information, verify their credentials and then refer them to:
 - ➡ Assistant Vice President for University Relations: 231-8330.

WINTER DRIVING ISSUES

For people coming to NDSU from the immediate region, the periodic challenges of the North Dakota winter season will come as no surprise. For newcomers to the region, a few brief comments may be helpful.

City and campus streets are plowed or sanded as required. Once you become accustomed to driving on streets that are periodically compacted with snow or ice, travel within the city is normally uneventful. In the winter months, good drivers slow down, allow more time to reach destinations, and leave more space between themselves and vehicles they are following.

Temperatures may reach the -20° to -40° F range in midwinter. Vehicles should be winterized so they will start properly under these potentially extreme conditions. Gas tanks should be kept as full as possible, anti-freeze checked and replaced before cold weather arrives, batteries should be maintained or replaced as needed, and a shovel kept in the trunk. There are a number of reliable service centers in the city that can be contacted to have these services performed.

NOTE: Campus residents may be required to move their vehicles for snow removal.

A note regarding long distance automobile travel during winter months:

- Check weather reports before leaving.
- Limit driving to daylight hours and carry a car safety kit that includes blankets, matches, candles, high energy dry foods, a flashlight and spare batteries, transistor radios and a shovel.
- Check road conditions from the State Highway Department at the following numbers:
 - ND road conditions*:** 9-511 on campus, 511 off campus (*inside ND only)
 - MN road conditions:** 1-800-542-0220
 - SD road conditions:** 9-511
- Do not travel if blizzard conditions are expected.
- Do not pass snow plows working on highways. They can cause “whiteouts” due to blowing snow. Normally the plow operator will pull over every few miles and let traffic pass.
- Tell someone of your route and when to expect you.
- If stranded, stay in your vehicle.

ESCORT SERVICE

FOR YOUR SAFETY

The NDSU Escort Service provides someone to escort you on the main campus and the immediate surrounding area. Request this 24-hour service by calling **231-8998**.

People who want to be escorted to or from a main campus location can call the NDSU Police at 231-8998. This service is provided 24 hours a day by University Police officers or Public Safety officers.

Note: The university provides escort service for faculty, staff and students all year. Occasionally, escorts may be delayed and people requesting the service are asked to be patient. This service is limited to on-campus locations or the immediate vicinity of NDSU.

EMERGENCY PREPAREDNESS KIT

Everyone should have some basic supplies on hand in order to survive for at least three to five days if an emergency occurs. When preparing for a possible emergency situation, it's best to think first about the basics of survival:

- Water - one gallon per person per day, for drinking and sanitation
- Food - select non-perishable foods that require no refrigeration, preparation or cooking
- First aid kit and additional medical supplies (medications and prescriptions)
- Documents - medical records, wills, deeds, bank account information and tax records
- Unique Family Needs - baby, disabled and special needs, and pet supplies
- Shelter - be prepared to shelter in place (tape for windows, doors and air vents)
- Additional items to add to your supply kit:

* Cash or traveler's checks and change, sleeping bags or blankets, change of clothing, medicine dropper, disinfectant/sanitizers, fire extinguisher, matches, toilet paper and toiletries, bucket with tight lid, personal hygiene items, mess kits, paper and pencil, radio, flashlight with extra batteries or crank style, dust mask, aluminum foil, needles and thread, whistle to signal for help, books, games and other activities for children. For more information:

www.cdc.gov/other.htm#states

www.pandemicflu.gov

www.pandemicflu.gov/plan/states/northdakota.html

www.ready.gov

FACILITIES ACCESS

ACCESS TO CAMPUS FACILITIES

The central campus of NDSU encompasses 2,100 acres and is located in north Fargo between 19th Ave. and 12th Ave. NDSU's eastern border is University Drive. There are more than 80 major buildings at NDSU open to students, faculty and staff during normal working hours. Access is limited in the evening, on holidays, and weekends.

To reserve space in the Memorial Union, call 231-8417. Requests for reserving classrooms or computer clusters should be directed to the Registration and Records Office. For academic use call 231-7986. For non-academic special events call 231-5836. Requests for access to facilities for other purposes begin in the main office of the building affected. These requests must be approved by an appropriate sponsor and by the department secretary before being delivered to the University Police.

NDSU reserves the right to deny access to facilities, services and campus grounds to those people or groups who do not meet appropriate guidelines.

SECURITY IN UNIVERSITY HOUSING

NDSU has 14 residence halls as well as single and family student apartments. Each residence hall is staffed by a professional hall director and student resident assistants (RAs) who reside on each floor. The ratio of RAs to students is approximately one for every 35 students. University apartments are staffed with complex managers.

All university residence life staff receive training on security measures and emergency/crisis management. Residence hall staff inform residents of safety and security information via handbooks, floor meetings and programming in the halls. Staff members work closely with University Police in maintaining security in all residence halls and apartment units and in dealing with situations that affect the safety of residents.

Residence hall outside doors are locked 24 hours a day. Residence hall offices are staffed four hours a day. Phones are available in each residence hall main entry to allow visitors to contact hall residents. All guests must be escorted by a resident host at all times. Staff members check the residence halls each evening to ensure the security of the buildings and residents.

Each individual room/suite door in the residence halls is equipped with a dead bolt or anti-pick lock. Dead bolt locks have been installed in all university apartments. All apartments are equipped with door viewers. Key security is a high priority. Residents are encouraged to report lost or missing keys immediately so that a cylinder change can be initiated.

All residence halls, except Niskanen Apartments, are equipped with ID card access. Residents are encouraged to report lost ID cards immediately. A new picture ID should be obtained as soon as possible.

POLICE SERVICES AT NDSU

DESCRIPTION OF POLICE SERVICES

The 17 officers on the University Police staff have full arrest powers and are licensed by the State of North Dakota. The University Police provide vehicle patrol 24 hours a day year-round and foot patrol each evening. University Police report violations of university regulations and enforce city, state, and federal laws. Initial criminal reports, investigations and most cases are developed for prosecution. All criminal reports taken by the University Police are filed through the Fargo Police Department and NDSU has access to the Fargo police records. University Police are armed and maintain radio contact with the Fargo Police Department.

POLICE LOCATION

The University Police Office is at 1523 12th Ave. N. in the Auxiliary Enterprises Building on the NDSU campus. Our Web site is: www.ndsu.edu/ then click on "University Police."

OFF CAMPUS INCIDENTS

The Fargo Police Department regularly shares information with University Police regarding incidents occurring off campus in the areas surrounding NDSU. NDSU also may be provided copies of Fargo Police reports involving off-campus student behavior from anywhere in the city of Fargo when the individuals involved have been identified as NDSU students. If NDSU interests are involved, student behavior complaint resolution processes may be initiated through the Dean of Student Life, Memorial Union. Inappropriate student behaviors that occur off campus in association with university-sponsored, or university-affiliated group sponsored events will be reported and processed the same as incidents occurring on the NDSU campus. In addition, the university routinely processes off-campus reports involving alcohol, drugs and violence when reported to NDSU by any area law enforcement agencies or other NDUS colleges or universities.

TIMELY WARNING REPORTS (CAMPUS ALERT)

University Police are responsible for distributing timely warning announcements when there appears to be a threat to the safety/security of persons on campus for the following crimes: aggravated assault, arson, burglary, manslaughter (negligent and non-negligent), motor vehicle theft, murder, robbery, sexual offenses (forcible and nonforcible), violations of liquor law, drug law, or weapons possession law, and any other crime involving bodily injury in which the victim was chosen on the basis of race, gender, religion, sexual orientation, ethnicity, or disability. Decisions concerning whether to issue a timely warning will be made on a case by case basis using the following criteria: the nature of the crime, the continuing danger to the campus community, and the possible risk of compromising law enforcement efforts. When necessary and appropriate, University Police will consult with Division of Student Affairs personnel and the NDSU General Counsel in making such decisions. Announcements will be immediately displayed throughout campus and information is shared with The Spectrum, the Vice President for Student Affairs, the University Police Web site and the Office of Student Life. Residence Life and Greek Life participate in this effort.

STATISTICAL PREPARATION

All arrest data is gathered by the University Police Department with additional input from the Fargo and West Fargo Police Departments and the Cass County Sheriff's Office when necessary. Information concerning disciplinary referrals is gathered from representatives in Greek Life, Residence Life, and Student Rights and Responsibilities. All campus security authorities listed on page 4 are surveyed annually and are encouraged to report incidents as they occur. In addition, NDSU also may receive and record alleged crimes reported by third parties, when there is a reasonable belief that such crimes actually occurred.

NDSU-owned or supervised off-campus work sites, such as the agricultural experiment stations and extension units, are surveyed annually to reflect statistics for crimes occurring on those work sites or in conjunction with activities sponsored by those units.

PASTORAL AND PROFESSIONAL COUNSELORS

Pastoral and professional counselors are encouraged, if and when they deem it appropriate, to inform persons they are counseling of procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics. For additional information, contact University Police at 231-8998.

POLICE OPERATING PROCEDURES

In addition, University Police and other university personnel meet annually with representatives from the Fargo and West Fargo Police Departments, the City Prosecutor's Office, the States Attorney's Office, and the Cass County Sheriff's Department to discuss crime issues of concern to the NDSU community. University personnel include representatives from athletics, Greek life, residence life, student life and other NDSU administrative personnel. These meetings are designed to

share information, address issues of mutual concern and develop working relationships to promote the ongoing exchange of information necessary to inform the NDSU community about the status of crime on campus and off campus as it affects NDSU community members.

Public Safety Officers assist University Police during the evening hours by checking exterior doors, vehicles parked in lots, and providing escort service to persons requesting it.

University Police or Public Safety Officers lock campus buildings each evening. In addition, checks on exterior doors and interior public areas of buildings, as well as the campus grounds, are completed nightly.

Effective law enforcement involves a cooperative effort on the part of each member of the university community. All victims or witnesses to a crime on the NDSU campus or at a university facility are strongly encouraged to report the crime immediately to the University or Fargo Police.

Every week, when requested, University Police provide information to appropriate university departments and other agencies such as The Spectrum. University Police are available by prior arrangement to speak to campus groups or organizations on topics such as alcohol or other drug abuse, protection of property and personal safety.

PUBLIC LOG

University Police must create, maintain and make available a daily crime log. Log entries must include all crimes reported to the University Police, not just Clery Act crimes. The crime log for the most recent 60-day period is open to public inspection, upon request, during normal business hours at the University Police Office in the Auxiliary Enterprise Building. Any portion of the log that is older than 60 days must be made available within two business days of request for public inspection.

RECORDS RETENTION

Records supporting the statistics reported in this brochure are kept according to the guidelines of the Records Retention Policy of North Dakota State University.

The University Police work in partnership with students, faculty and staff to promote a safe and secure environment conducive to excellence in teaching, learning and research. If you have a complaint about our police service, we wish to address and resolve it quickly and fairly. Please contact Captain William Vandal at 231-8998.

OUTCOME REPORTING FOR STUDENT DISCIPLINARY ACTIONS

The Family Education and Privacy Act (FERPA) now permits a campus to inform a victim of an alleged crime of violence (as defined in 18 USC 16) of the final outcome of the student disciplinary proceeding against the accused student when it is demonstrated that the student was found responsible for the alleged crime of violence and any appeal has been exhausted. Such notification will be limited to the following information: NDSU's final determination with respect to the alleged crime of violence and any sanction that is imposed against the accused.

CRIMES OF VIOLENCE

Under federal law, NDSU may choose to inform the public if a student has been found in violation of Rights and Responsibilities of Community: A Code of Student Behavior for violations of the code that also are crimes of violence.

Crimes of violence include murder, manslaughter, kidnapping, aggravated assault, forcible sex offenses, robbery, arson, extortion, extortionate extension of credit, and burglary of a dwelling. Other offenses are included as "crimes of violence" if (a) that offense has as an element the use, attempted use, or threatened use of physical force against the person of another, or (b) the conduct involved the use of explosives (including any explosive material or destructive device) or, by its nature, presented a serious potential risk of physical injury to another.

MEDICAL EMERGENCIES

- Remain calm and call 911 immediately.
- Send someone outside to escort emergency responders to the appropriate location.
- Clear the area surrounding the victim and any pathway necessary to provide emergency responders access to the individual.
- Do not attempt to move a seriously injured or ill person unless there is a life threatening situation (for example a fire).
- In case of seizures, do not restrain the person having the seizure or put anything in the person's mouth or between the teeth. If possible record the length of the seizure and what happens during the seizure.
- If the person is conscious, ask if they are willing to share medical information about the nature of the illness so that it can be passed on to the emergency personnel when they arrive.
- Remain with the person until emergency personnel arrive.
- Utilize any individuals who may have medical/first aid training or familiarity with the person's condition (roommate, friend, etc.).
- Faculty should use their discretion regarding continuation or cancellation of class. Factors to be considered may include: severity of the incident, mental/emotional impact on classmates or instructors, time remaining in the class period, or special circumstances regarding the class.
- Specific medical information is not to be shared under HIPPA rules, but it is safe to let someone know that the person is receiving appropriate care.
- Notify the Office of the Vice President of Student Affairs (231-7701) for students. The vice president will determine if, by whom, and at what point family members should be contacted. Outside of normal university operating hours, leave a voice message with basic information: type of incident, location, contact information for the person reporting, etc.
- Students may contact the vice president of student affairs to request contact be made with all of his/her current faculty members regarding his/her absence and anticipated return.
- Complete the University Incident Report Form immediately and submit to the Safety Office within 24 hours. (employee and non-employee) www.ndsu.edu/ndsu/police_safety/safety/IncidentReporting.htm

ROUTINE MEDICAL ASSISTANCE AT NDSU

1. **For students:** Monday-Friday during normal working hours, contact the NDSU Student Health Service at 231-7331.
2. **For employees:** Report injuries to the Workers Compensation Claims Specialist within 24 hours at 231-6740.

COUNSELING SERVICES

1. **For students:** In an emergency, dial 911. If the situation does not require this, dial 231-7671 to contact NDSU Counseling Center.
2. **For employees:** The Village Employee Assistance Program (EAP) provides general counseling services 24 hours a day, 7 days a week at toll free number 1-800-627-8220 or 451-4900 locally in Fargo/Moorhead. The EAP provides services for relationship issues, drug and alcohol issues, workplace issues, financial and legal issues and emotional health. To contact Village EAP financial counseling directly, call toll free 1-800-450-4019 or 235-3328 locally in Fargo/Moorhead. TTY access for the deaf and hard of hearing, call toll free 1-888-510-7433.

DISABILITY SERVICES

1. Students with disabilities needing reasonable accommodations to access university facilities and activities should contact the Disability Services Office at 231-8463, 212 Ceres Hall.
2. Employees with disabilities who need reasonable accommodations to perform job responsibilities should notify their immediate supervisor or the Office of Human Resources/Payroll at 231-8961.
3. Visitors with disabilities who need reasonable accommodations to access university facilities and events should contact the department sponsoring the event with their request.

REPORT OF STATISTICS

DOCUMENT DISTRIBUTION

Annually, a security postcard is mailed to all current faculty, staff and students. Information is provided to prospective students, faculty, staff and other interested parties with a referral to the full online brochure. The NDSU Directory provides a brief description of efforts in this area and the Police Office phone number and Web site address. Additionally, information from the security brochure is shared during Summer Orientation. Prospective faculty and staff can access the full security report electronically at: www.ndsu.edu/ then click on University Police, then click "Safety and Security on the North Dakota State University Campus."

University Police report criminal offenses occurring on campus through the Fargo Police Department. The Fargo Police Department makes a yearly report of criminal activity to the Federal Bureau of Investigation (FBI).

The following tables are published to comply with Title II of the Federal Crime Awareness and Campus Security Act of 1990 (Clery Act).

CAMPUS CRIME STATISTICS

These statistics reflect activities reported to the University Police for the main campus and contiguous areas under the Campus Security Act.

SEX OFFENDER NOTIFICATION

NDSU regularly receives information from the North Dakota Attorney General's Office concerning all known registered sex offenders. An officer from the University Police Department checks this list against databases at NDSU to determine if there are any individuals currently associated with NDSU as faculty, staff, or students who appear on this list. A list of current sex offenders associated with NDSU is developed and maintained in the University Police Department in the Auxiliary Enterprises Building on 12th Ave. N. Interested individuals may view these lists during regular business hours between the hours of 8 a.m. to 5 p.m. Monday through Friday.

Individuals wishing to learn additional specific information about anyone who appears on the NDSU list may consult the following Web sites:

Office of the Attorney General Sex Offender: www.ndsexoffender.com

Fargo (ND) Police Department: <http://ci.fargo.nd.us/Police/index.htm>

Alleged crimes and/or arrests reported to university officials or law enforcement officials	Reporting Period: Jan. 1, 2008 - Dec. 31, 2008	ALLEGED CRIMES	Campus	Non-Campus	Public	Campus Residence	Hate Crimes
		Aggravated Assault	2	0	0	0	0
		Arson	0	0	0	0	0
		Manslaughter	0	0	0	0	0
		Burglary	7	0	0	11	0
		Motor Vehicle Theft	2	0	0	0	0
		Murder	0	0	0	0	0
		Robbery	0	0	0	0	0
		Sexual Offenses-Forcible	0	0	0	3	0
		Sexual Offenses-Nonforcible	0	0	0	0	0
		Non-Arrest Campus Referrals:					
		Alcohol ¹ (include any liquor law violations except DUI)	1	4	0	290	0
		Other Drugs ²	0	0	0	9	0
		Weapons ³	0	0	0	2	0
		Larceny/Theft (Hate Crimes Only)	0	0	0	0	0
		Simple Assault/Personal Injury (Hate Crimes Only)	0	0	0	0	0
		Intimidation (Hate Crimes Only)	0	0	0	0	0
		Vandalism (Hate Crimes Only)	0	0	0	0	0
		ARRESTS	Campus	Non-Campus	Public	Campus Residence	
		Liquor Law Violations except DUI (such as Open Container; MIP/MCA/MUI)	59	2	93	30	
		Drug Abuse Violations	6	0	12	9	
		Weapon Law Violations	2	0	0	0	

¹ 113 of 295 found not responsible

² 6 of 9 found not responsible

³ 0 of 2 found not responsible

Alleged crimes and/or arrests reported to university officials or law enforcement officials Reporting Period: Jan. 1, 2007 - Dec. 31, 2007	ALLEGED CRIMES	Campus	Non-Campus	Public	Campus Residence	Hate Crimes
	Aggravated Assault	0	0	0	0	0
	Arson	0	0	0	0	0
	Manslaughter	0	0	1 ¹	0	0
	Burglary	4	0	0	9	0
	Motor Vehicle Theft	3	0	0	0	0
	Murder	0	0	0	0	0
	Robbery	0	0	0	0	0
	Sexual Offenses-Forcible	0	0	0	1 ³	0
	Sexual Offenses-Nonforcible	1 ²	0	0	0	0
	Non-Arrest Campus Referrals:					
	<i>Alcohol</i> (include any liquor law violations except DUI)	0	2	0	172 ⁴	0
	<i>Other Drugs</i>	0	0	0	22 ⁵	0
	<i>Weapons</i>	0	0	0	1 ⁶	0
	Personal Injury (Hate Crimes Only)	0	0	0	0	0
	ARRESTS	Campus	Non-Campus	Public	Campus Residence	
	Liquor Law Violations except DUI (such as Open Container; MIP/MCA/MUI)	25	2	46	11	
	Drug Abuse Violations	5	0	2	6	
	Weapon Law Violations	0	0	0	1	

¹ Vehicular manslaughter

² Statutory rape occurred in 2005 in Fargodome lot.

³ Occurred in August 2005 during an athletic event in unknown residence hall.

⁴ 76 of 172 found not responsible.

⁵ 15 of 22 found not responsible.

⁶ 0 of 1 found not responsible.

Alleged crimes and/or arrests reported to university officials or law enforcement officials	Reporting Period: Jan. 1, 2006 - Dec. 31, 2006	ALLEGED CRIMES	Campus	Non-Campus	Public	Campus Residence	Hate Crimes
		Aggravated Assault	0	1	0	0	0
		Arson	2	0	0	0	0
		Manslaughter	0	0	0	0	0
		Burglary	10	1	0	7	0
		Motor Vehicle Theft	1	0	1	0	0
		Murder	0	0	0	0	0
		Robbery	1	0	0	0	0
		Sexual Offenses-Forcible	1	0	0	2	0
		Sexual Offenses-Nonforcible	0	0	0	0	0
		Non-Arrest Campus Referrals:					
		Alcohol (include any liquor law violations except DUI)	0	0	0	344 ¹	0
		Other Drugs	0	0	0	6 ²	0
		Weapons	0	0	0	7 ³	0
		Personal Injury (Hate Crimes Only)	0	0	0	0	0
		ARRESTS	Campus	Non-Campus	Public	Campus Residence	
		Liquor Law Violations except DUI (such as Open Container; MIP/MCA/MUI)	93	0	98	26	
		Drug Abuse Violations	4	0	16	4	
		Weapon Law Violations	0	0	3	1	

¹ 155 of 344 alcohol referrals found not responsible.

² 5 of 6 drug referrals found not responsible.

³ 1 of 7 weapons referrals found not responsible.



DEFINITIONS

GENERAL DEFINITIONS

NDSU is a community of approximately 16,500 students, faculty and staff.

Business day is defined as “Monday through Friday, excluding any day when NDSU is closed.”

Campus is defined as “1) any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by NDSU in direct support of, or in a manner related to, NDSU’s educational purposes, including residence halls; and 2) any building or property that is within or reasonably contiguous to the area identified in item 1 of this definition, that is owned by NDSU but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).”

Campus residences are defined as “residential facilities for students on campus.”

Noncampus building or property. 1) Any building or property owned or controlled by a student organization that is officially recognized by NDSU; or 2) any building or property owned or controlled by NDSU that is used in direct support of, or in relation to, NDSU’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of NDSU.

Pastoral counselor. A person who is associated with a religious order or denomination, is recognized by that religious order or denomination as someone who provides confidential counseling, and is functioning within the scope of that recognition as a pastoral counselor. (Note: pastoral counselors are not campus security authorities for reporting campus crime statistics.)

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

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

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

DEFINITIONS OF CRIMINAL OFFENSES

The following definitions are those used in the Uniform Crime Reporting system of the U.S. Department of Justice, Federal Bureau of Investigation.

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

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

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

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

Hate crimes. Crimes that manifest evidence of prejudice based on race, religion, sexual orientation, disability and gender or ethnicity.

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

Manslaughter. Manslaughter is defined as "the reckless or grossly negligent killing of a human being, excluding traffic fatalities."

Murder and non-negligent manslaughter. The willful (non-negligent) killing of one human being by another.

Negligent manslaughter. The killing of another person through gross negligence.

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

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

Note: Carjackings are robbery offenses where a motor vehicle is taken through force or threat of force.

SEX OFFENSES

FORCIBLE

(Definitions are from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program)

Any sexual act directed against another person, forcibly or against that person's will, or both; or not forcibly or against the person's will where the victim is incapable of giving consent.

- a. **Forcible Rape** (except "Statutory Rape"). The carnal knowledge of a person, forcibly or against that person's will, or both; or not forcibly or against the person's will where the victim is incapable of giving consent because of his or her temporary or permanent mental or physical incapacity (or because of his or her youth).
- b. **Forcible Sodomy.** Oral or anal sexual intercourse with another person, forcibly or against that person's will, or both; or not forcibly or against the person's will where the victim is incapable of giving consent because of his or her youth or because of his or her temporary or permanent mental or physical incapacity.
- c. **Sexual assault with an object.** To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly or against that person's will, or both; or not forcibly or against the person's will where the victim is incapable of giving consent because of his or her youth or because of his or her temporary or permanent mental or physical incapacity.
Note: An "object" or "instrument" is anything used by the offender other than the offender's genitalia. Examples are a finger, bottle, handgun, stick, etc.
- d. **Forcible fondling.** The touching of the private body parts of another person for the purpose of sexual gratification, forcibly or against that person's will, or both; or not forcibly or against the person's will where the victim is incapable of giving consent because of his or her youth or because of his or her temporary or permanent mental or physical incapacity.
Note: Forcible Fondling includes "Indecent Liberties" and "Child Molesting."

NONFORCIBLE

(except "prostitution offenses")

Unlawful, nonforcible sexual intercourse.

- a. **Incest.** Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- b. **Statutory rape.** Nonforcible sexual intercourse with a person who is under the statutory age of consent.

WEAPON LAW VIOLATIONS

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

Prepared by: NDSU - University Police & Safety Office (UP&SO), Reviewed, May, 2009

HARASSMENT + ASSAULT POLICIES

NDSU'S ANTI-HARASSMENT POLICY

1. North Dakota State University is committed to providing a climate that fosters respect for students, staff and faculty as well as others who participate in programs and activities at the university. As part of that commitment, NDSU prohibits harassment based on gender, race, color, religion, national origin, age, disability, sexual orientation, or protected activity (such as reporting alleged harassment or providing information related to a grievance). This policy is in compliance with federal civil rights laws and agency regulations and guidance implementing these laws. Policy #163.
 - 1.1 Harassment (based on an individual's membership in one or more of the groups identified above) is defined, for purposes of this policy, as unwelcome verbal or physical behavior which has the intent or effect of unreasonably interfering with the individual's employment or academic endeavors or creating a hostile, intimidating or offensive environment. Harassment may include (but is not limited to) jokes, derogatory comments, pictures, and/or direct physical advances. Please note that harassment in electronic forms also is prohibited under NDSU Policy 710 - Computer Facilities.
2. Anyone who feels she/he has been subjected to prohibited harassment is encouraged to report the situation before it becomes severe or pervasive. Individuals may make a report to the Vice President for Equity, Diversity and Global Outreach; University's General Counsel; Office of Human Resources; Counseling Center; Disability Services Office; Associate Director for Student Rights and Responsibilities, or an appropriate administrator. Reports may be addressed on an informal basis at the request of the individual alleging harassment. The person alleging harassment also may file a formal grievance in the Equity and Diversity Office using the Equal Opportunity Grievance Procedures described in NDSU Policy 156.
3. In each case of alleged harassment, the supervisor, in consultation with the Executive Director, Chief Diversity Officer, will determine whether an immediate fact-finding investigation is necessary. Although circumstances will affect the time needed to conduct such an investigation, response to an alleged violation of this policy should be handled in a timely manner and a determination reached as soon as possible. Whenever a violation of this policy is determined, immediate and corrective action, including discipline, will be taken.
4. The university will not tolerate adverse actions/retaliation toward anyone who, in good faith, alleges harassment or who provides information related to a grievance. Such retaliation may be the basis for an additional grievance.
5. To the extent possible, the university will maintain the confidentiality of anyone who reports an alleged violation of this policy.
6. In addition to this anti-harassment policy, the university has a policy specifically addressing sexual harassment (see Policy 162).

HISTORY: September 29, 1980; Amended October 7, 1987; June 28, 1991; April 1992; October 1997; August 1999; September 2000; September 2007; January 2008; February 2009.

WHAT IS SEXUAL HARASSMENT?

Sexual harassment is the unwanted imposition of sexual attention, usually in the form of repeated or unwanted verbal or physical sexual advances, sexually implicit or derogatory statements, made by someone in your classroom or workplace which cause you discomfort or humiliation and interfere with your academic or work performance.

Sexual harassment can be committed against women or men. Some examples of sexual harassment include, but are not limited to, the following:

- Sexually oriented jokes and derogatory language of a sexual nature
- Obscene gestures
- Displays of sexually suggestive images
- Unnecessary touching
- Direct physical advances of a sexual nature that are inappropriate and unwanted
- Requests for sex in exchange for grades, letters of recommendation, or employment opportunities
- Demands for sexual favors accompanied by implied or overt threats

NDSU'S SEXUAL HARASSMENT POLICY

As part of its commitment to equal opportunity, North Dakota State University prohibits sexual harassment of its employees and students, including student-to-student and other peer sexual harassment.

This policy is in compliance with federal regulations implementing Title VII of the Civil Rights Act of 1964 and Title IX of the Education Amendments of 1972. Sexual harassment is defined as:

"Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or academic achievement,
2. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions or academic decisions affecting such individual, OR
3. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment."

Note: Sexual harassment in electronic forms also is prohibited under NDSU Policy 710—Computer Facilities.

Individuals concerned about violations of this policy should request assistance from the University's Executive Director, Chief Diversity Officer; General Counsel; Counseling Center; Disability Services Office; Associate Director for Student Rights and Responsibilities; or an appropriate administrator. When administrators or supervisors become aware of occurrences of sexual harassment in their areas, they are responsible for stopping the behavior and reporting it to the Vice President for Equity, Diversity and Global Outreach. In addition, the University's Equal Opportunity Grievance Procedure shall be available for any person who wishes to file a complaint alleging a violation of this policy.



WHAT YOU CAN DO ABOUT SEXUAL HARASSMENT

Know your rights. Sexual harassment is illegal in many instances. NDSU has specific policies prohibiting faculty and staff from sexually harassing students and employees.

See policy 162.

FAMILIARIZE YOURSELF WITH THESE POLICIES (SEE RIGHTS AND RESPONSIBILITIES OF COMMUNITY: A CODE OF STUDENT BEHAVIOR, Section 5.9.2).

SEXUAL ASSAULT STUDENT POLICY

A goal of North Dakota State University (NDSU) is to create a campus community free from interpersonal abuse including sexual assault. NDSU commits its resources to the following twofold process: 1) to provide crisis intervention and a judicial/disciplinary response for victims and alleged offenders, and 2) to educate and promote discussion on interpersonal abuse and violence.

DEFINITION

For the purpose of this policy, sexual assault is any sexual behavior between two or more people to which one person does not or cannot consent. In describing sexual assault, NDSU relies upon North Dakota state law concerning sexual imposition which is much broader than the traditional concept of rape. NDSU prohibits sexual acts or contacts with others which can involve compelling a survivor to submit to sexual acts or contacts by force or threat of force, use of intoxicants to substantially impair the survivor's power to give consent, engaging in such acts when there is reasonable cause to believe the survivor suffers from a mental state which renders him or her incapable of understanding the nature of the contact or where the survivor is under 15 years of age. The abuse of alcohol or other substances does not relieve individuals of their responsibilities to themselves or others. Prohibited behavior includes all forcible and non-forcible sex offenses provided for under North Dakota state law. Examples of prohibited behavior include, but are not limited to, the following:

1. acquaintance or date rape
2. stranger rape
3. indecent exposure
4. attempted sexual acts by use of verbal or non-verbal threats

Note: Sexual harassment is addressed by Policy #162, NDSU Policy Manual.

PREVENTION

NDSU considers both physical surroundings and educational programming in addressing prevention of campus sexual assault. The university continually reviews and modifies the physical surroundings to foster security and safety. NDSU examines such factors as campus signs, lighting, and locking procedures. For further safety information, contact the University Police Office. NDSU develops curricular and co-curricular educational experiences concerning sexual assault. Involved students, faculty, staff and community members promote information and discussion on interpersonal abuse concerns. NDSU also recognizes that individuals reduce their risk of sexual assault through a process of learning and practicing preventative actions. For further information on pertinent campus educational opportunities, contact the NDSU Counseling Center.

INTERVENTION

NDSU and its people actively support sexual assault survivors. NDSU has a coordinated response system that attends to the survivors' physical and emotional well-being.

NDSU directs judicial/disciplinary efforts that respect the personal rights of both survivor and alleged perpetrator. For further information, see NDSU Rights and Responsibilities of Community: A Code of Student Behavior and NDSU Housing Services Handbook.

All reports of sexual assault are treated with respect to the privacy of the involved individuals. Incidents are reported to appropriate departments and agencies in consideration of safety concerns and investigative needs. In addition, NDSU publishes and disseminates annual statistics on incidents of sexual assault.

DISCIPLINARY

NDSU imposes appropriate sanctions upon violators of the sexual assault policy. These sanctions can include, but are not limited to, suspension and expulsion. In addition, an individual charged with a sexual assault may be subject to prosecution under North Dakota Criminal Statutes.

REPORTING

The guiding principle in the report of a sexual assault is to avoid re-victimizing the sexual assault survivor by forcing the person into any plan of action. Sexual assault survivors may contact any one of several NDSU departments or community agencies for assistance. The following resources provide immediate aid or ongoing consultation:

NDSU University Police: 231-8998 (available 24 hours)

Fargo Police: 911 (available 24 hours)

NDSU Counseling Center: 231-7671

NDSU Student Health Service: 231-7331

Vice President for Student Affairs: 231-7701

Residence Hall Director/Residence Hall Assistant (see Residence Hall phone directory)

F-M Rape & Abuse Crisis Center: 293-7273 (available 24 hours)

A report of sexual assault will be handled by the following procedures:

1. In the event of a medical emergency, medical response personnel will be contacted (911).
2. It is recognized that a sexual assault survivor may be undecided in reporting the assault to the police. A report to the police can empower the survivor in exercising legal rights and aid in the protection of others. If a report is to be made to the police, the survivor will be encouraged not to destroy evidence by bathing, douching, changing clothes or cleaning up in any way. If the sexual assault survivor is undecided in reporting, the survivor will be encouraged to preserve evidence anyway in case the survivor decides to file a police report at a later date.
3. The sexual assault survivor who does not wish to see the police will be encouraged to go to the hospital. A medical consultation will address physical problems and may diminish fears about injury, venereal disease, or pregnancy. The medical exam includes preserving evidence in the event that the sexual assault survivor later chooses to file a police report.
4. If the survivor has agreed to contact the University Police, the NDSU Counseling Center will be notified for immediate emergency assistance. The Counseling Center will support the survivor experiencing possible conflicting feelings and aid in developing options. If the sexual assault survivor has decided not to report the assault, the counselor will maintain confidentiality.

Other alternatives include:

- a. The sexual assault survivor can make a blind report to the police.
- b. The sexual assault survivor can make the decision to report later. However, earlier reports may improve the preparation of a viable prosecution.
- c. Based on the sexual assault experience, the survivor can raise the awareness of friends about their personal safety.

It is noted that some sexual assault survivors have waited days or years to seek help. At anytime, survivors of sexual assault may seek counseling from the NDSU Counseling Center or other community counseling services.

5. The sexual assault survivor may choose to contact the NDSU Dean of Student Life Office. If the incident occurred off campus and involved an NDSU student, the sexual assault survivor will be advised to consider contacting the appropriate police department and filing a police report.
6. If violence occurs on campus and the student involves the Office of the Dean of Student Life, the procedures to be followed are outlined in NDSU Rights and Responsibilities of Community: A Code of Student Behavior. *Initially, the student making an accusation can expect the following assistance from the Dean of Student Life:*
 - a. The sexual assault survivor will be encouraged to file a police report. The student may also be encouraged to seek assistance at the NDSU Counseling Center. If the student does not choose to file a report, the student may still request procedural services from the Office of the Dean of Student Life.
 - b. On-campus adjudication is conducted through the Office of the Dean of Student Life. Further proceedings are outlined in Rights and Responsibilities of Community: A Code of Student Behavior. Disciplinary proceedings following a sexual assault report include:
 - i) the right of the accuser and the accused to have the same opportunities in having others present during the campus disciplinary process; and
 - ii) the right of the accuser and the accused to be informed of the outcome of the campus disciplinary process.
 - c. In the event of a successful off-campus prosecution, the university reserves the right to proceed with an on-campus adjudication, based on the court's guilty finding, with or without the participation of the sexual assault survivor.
7. The Office of the Dean of Student Life and the University Police offer the following services to assist the sexual abuse survivor:
 - a. parking re-assignment
 - b. escort services
 - c. place of residence and phone # change
 - d. restraining order assistance
 - e. academic schedule adjustments
 - f. university withdrawal
 - g. student judicial procedures

Approved by NDSU President, processed with University Senate Student Affairs Committee, Student Government Executive Board, President's Council, Student Affairs Council for Division of Student Affairs, and Full University Senate.

NDSU BIAS REPORTING SYSTEM

www.ndsu.edu/equity

This Web site provides NDSU students, faculty, staff and alumni with a Web form for reporting acts of bias, bigotry or hate that occur at NDSU. Hard copies of this reporting form also are available at Bison Connection, outside the Office of the Vice President for Equity, Diversity and Global Outreach in Old Main and in the Main Library.

If you or someone you know is in an emergency situation that requires or could require medical, psychological or police services, please call 911 or the University Police at 701-231-8998. Please e-mail NDSU. BiasReport@ndsu.edu if you have questions or comments about this site, or contact:

Office of the Vice President for Equity, Diversity and Global Outreach
205 Old Main
701-231-7708



CAMPUS MAPS

- N2** 1 AES Green House
S9 2 Agricultural and Biosystems Engineering
S13 3 Alba Bales House (Equity Diversity Center)
F1 4 Alien Technology
T13 5 Alumni, Development Center
K2 6 Animal Nutrition and Physiology Center/Safety Office
F3 7 Appareo Systems Building
Q11 8 Architecture and Landscape Architecture
V9 9 Askanase Hall (Little Country Theatre) (Reineke Fine Arts Center)
U6 10 Auxiliary Enterprises (University Police)
D1 **Barry, Richard H., Hall** (811 2nd Ave N) (Business, Agribusiness and Applied Economics, Center for Global Initiatives & Leadership, ND Trade Office)
P12 11 Benton/Bunker Fieldhouse (Athletics, HNES, ROTC)
I8 12 Biosciences Research Laboratory
V9 13 Bison Blocks (#1 and #2)
I12 14 Bison Sports Arena (Athletic Media Relations, Athletics, Campus Recreation/Intramural, HNES)
C6 15 Candlewood Suites
T13 16 Ceres Hall—(Admission, Career Center, Cooperative Education, Counseling, Disability Services, Orientation and Student Success, Registration and Records, Student Financial Services, TRIO Programs)
P10 17 Civil and Industrial Engineering
P10 18 Construction Management
W10 19 Credit Union (Northland Educators)
W5 20 Criminal Justice and Public Policy
I11 21 Dacotah Field
P11 22 Dolve Hall (Mechanical Engineering)
R9 23 Dunbar Laboratories (Chemistry)
R11 24 E. Morrow Lebedeff Hall (Human Development and Education)
Q11 25 Ehly Hall (Architecture and Landscape Architecture)
Q10 26 Electrical and Computer Engineering
Q10 27 Engineering Center
Equine Center (3 miles west of campus on 19th Ave N)
R9 28 Geosciences
V14 29 Graduate Center
S7 30 Harris Hall (Cereal Science)
R7 31 Hastings Hall (Herbarium)
T8 32 Heating Plant
S8 33 Hultz Hall (Animal Science, Entomology, Range Science)
R8 34 Industrial Agriculture and Communications Center (Computer Network, Computer Science, Industrial Agriculture, Information Technology Services, Upper Great Plains Transportation Institute)
R4 35 Johansen Hall (Seed Research, State Seed Dept.)

- R11** 36 Katherine Kilbourne Burgum Family Life, 4-H Center (Education)
D2 **Klai Hall** (711 2nd Ave N) (Architecture, Landscape Architecture)
S9 37 Ladd Hall (Chemistry)
V10 38 Library
P8 39 Loftsgard Hall (Biochemistry, Plant Sciences)
T7 40 Lord and Burnham Greenhouses
R14 41 Lutheran Student Center
R6 42 Maintenance Buildings
S11 43 Memorial Union (Bison Connection, Food Court, International Programs, Multicultural Student Services, NDSU Bookstore)
U9 44 Minard Hall (Arts, Humanities and Social Sciences)
S8 45 Morrill Hall (Ag Communication, Agricultural Administration) (NDSU Print and Copy Services)
U8 46 Music Education Building (Festival Concert Hall) (Reineke Fine Arts Center)
D3 **Renaissance Hall**, 650 NP Avenue (Architecture and Landscape Architecture, Tri-College, Visual Arts)
T12 47 C.I. Nelson Building
T7 48 Northern Crops Institute
S5 49 Northern Crops Science Lab (sugar beets, sunflowers)
U11 50 Old Main (Administration, Customer Account Services, Student Affairs, University Relations)
G4 51 Phoenix International
T5 52 Plant Sciences Greenhouse
T14 53 Post Office
U6 54 Potato Research-Pesticide Storage
U13 55 President's House
U11 56 Putnam Hall
G6 57 Research I
F6 58 Research II
E6 59 Research and Technology Park
N9 60 Residence Dining Center
T7 61 Residence Life Facility Services
P5 62 Robinson Hall (Veterinary Research)
O5 63 Service Center, Pilot Plant
A14 64 SGC Building (Distance and Continuing Education, Human Resources, Payroll, Family Studies Institute)
P8 65 Shepperd Arena
A12 66 Skills and Technology Training Center
T10 67 South Engineering (Physics)
Q7 68 Stevens Auditorium
Q7 69 Stevens Hall (Natural Sciences)
W14 70 St. Paul's Chapel (Newman Center)

- O9** 71 Sudro Hall (Nursing, Pharmacy, Allied Sciences)
T6 72 Sugar Beet Research
D1 73 Technology Incubator
V8 74 Thordarson Hall (Center for Distance Education)
R7 75 Thorson Maintenance Center (Campus Parking, Facilities Management)
T15 76 United Campus Ministry
Q6 77 Van Es (Microbiological Sciences, Vet Science)
P7 78 Waldron Laboratory (Agriculture, Soil Testing Lab, Statistics)
Q4 79 Wallman Wellness Center (YMCA of NDSU)
O8 80 Walster Hall (Agriculture)
M8 81 West Dining Center
P7 82 Wiidakas Lab (Corn Seed House, Plant Sciences)

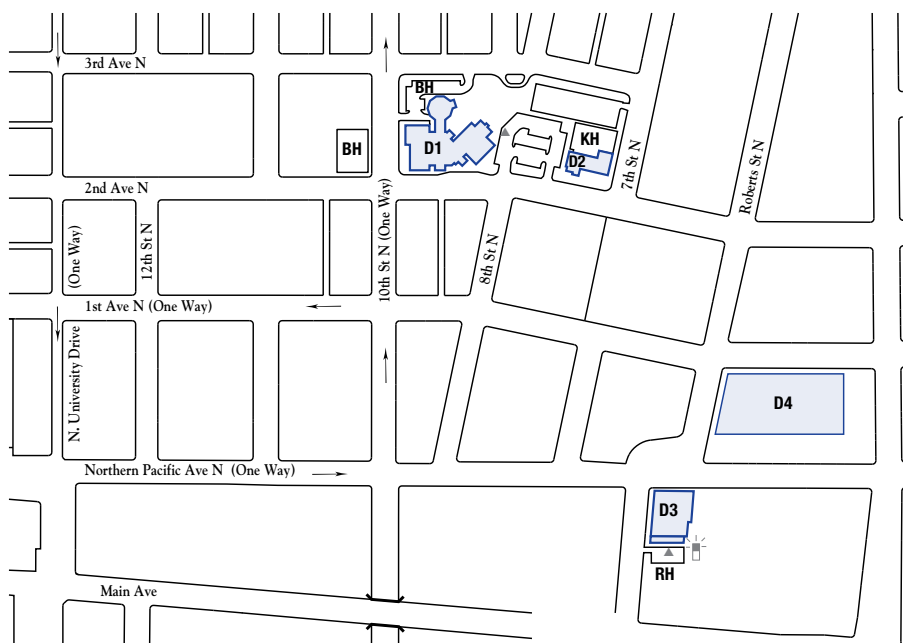
HOUSING UNITS

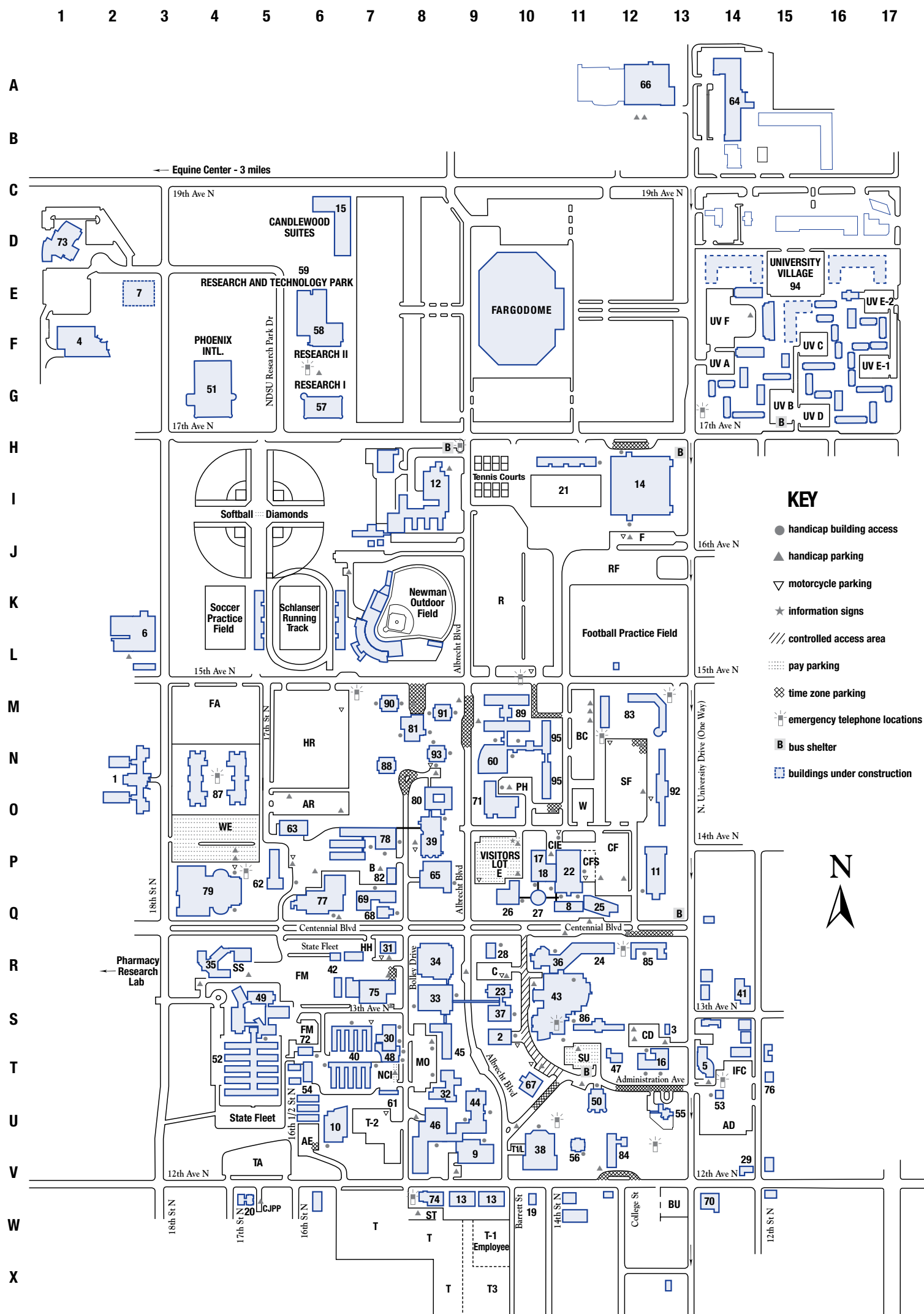
- M12** 83 Bison Court
V12 84 Burgum Hall
D4 **Cityscapes**, 630 1st Ave N
R12 85 Churchill Hall
S11 86 Dinan Hall
N4 87 Living Learning Centers
N7 88 Pavak Hall
M10 89 Reed-Johnson Halls
M7 90 Seim Hall
M8 91 Sevrinson Hall
N13 92 Stockbridge Hall
N8 93 Thompson Hall
F15 94 University Village
N10 95 Weible Halls (North and South)

SELECTED OFFICES

- T13** 16 Admission (Ceres Hall)
S11 43 Bison Connection (Memorial Union)
T13 16 Career Center (Ceres Hall)
T13 16 Counseling Center (Ceres Hall)
U11 50 Customer Account Services (Old Main)
M12 83 Dining Services (West Bison Court)
T13 16 Disability Services (Ceres Hall)
A14 64 Human Resources (SGC Building)
S11 43 NDSU Bookstore (Memorial Union)
R7 75 Parking Office (Thorson Maintenance)
T13 16 Registration and Records (Ceres Hall)
M12 83 Residence Life (West Bison Court)
U11 50 Student Affairs (Old Main)
T13 16 Student Financial Services (Ceres Hall)
U6 10 Student Loan Services (Auxiliary Enterprises)
U6 10 University Police (Auxiliary Enterprises)

DOWNTOWN CAMPUS MAP







This brochure is available in other formats upon request.

North Dakota State University does not discriminate on the basis of race, color, national origin, religion, sex, gender identity, disability, age, status as a U.S. veteran, sexual orientation, marital status, or public assistance status. Direct inquiries to the Vice President for Equity, Diversity and Global Outreach, 205 Old Main, (701) 231-7708.