



**Colorado Academy of Veterinary Technology**

**ANNUAL CAMPUS SECURITY**

**AND**

**SAFETY REPORT**

**2016**

I. Geography:

CAVT Property: the CAVT campus is located at 2766 Janitell Road, Colorado Springs, CO, 80906. The location is noted at this Google Maps link (copy and paste this link into your browser or simply click on the link):

<https://www.google.com/maps/place/2766+Janitell+Rd,+Colorado+Springs,+CO+80906/@38.794295,-104.7903485,17z/data=!3m1!4m2!3m1!1s0x8713447bd27d45f5:0x91a59da9185c72b6?hl=en>

- a. Parking is available to the immediate east and west of the property.
- b. Additional parking is available at all spaces in the same complex but on the far east side of the parking lot.
- c. The CAVT's Clery Geography consists of the building address noted above and the sidewalks and parking lots immediately adjacent to the entire building. The Clery Geography is bordered and ends at the edge of the parking lots to the east, north, and west of the building and to the south by the south edge of the sidewalk immediately south of the building.

II. Crime Statistics:

<b>Criminal Offenses Reporting Table</b>					
Offense	Year 2013	Year 2014	Year 2015	On-Campus Property	Public Property
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0
Rape	0	0	0	0	0
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Statutory Rape	0	0	0	0	0
Robbery	0	0	0	0	0
Aggravated Assault	0	0	0	0	0
Burglary	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Arson	0	0	0	0	0

<b>VAWA Offenses Reporting Table</b>					
Offense	Year 2013	Year 2014	Year 2015	On-Campus Property	Public Property
Domestic Violence	0	0	0	0	0
Dating Violence	0	0	0	0	0
Stalking	0	0	0	0	0

<b>Arrests and Disciplinary Referrals Reporting Table</b>					
Offense	Year 2013	Year 2014	Year 2015	On-Campus Property	Public Property
Arrests: Weapons: Carrying, Possession, Etc.	0	0	0	0	0
Disciplinary Referrals: Weapons: Carrying, Possession, Etc.	0	0	0	0	0
Arrests: Drug Abuse Violations	0	0	0	0	0
Disciplinary Referrals: Drug Abuse Violations	0	0	0	0	0
Arrests: Liquor Law Violations	0	0	0	0	0
Disciplinary Referrals: Liquor Law Violations	0	0	0	0	0

<b>Descriptive Hate Crime Reporting</b>
There were no reported Hate Crimes for the years 2013, 2014, or 2015.

<b>Unfounded Crime Reporting</b>
There were no reported Unfounded Crimes for the years 2013, 2014, or 2015.

### III. Campus Security Authorities:

Campus Security Officer: Dr. Steve Rubin, 2766 Janitell Road, Colorado Springs, CO 80906. Email: [srubin@cavt.edu](mailto:srubin@cavt.edu) Office number: (719) 219-9636. All incidents involving student health and safety must be reported to the campus security officer.<sup>1</sup>

- a. The campus security officer must:
  - i. Maintain an incident log.
  - ii. Coordinate with local law enforcement when appropriate.
  - iii. Timely report incidents to the CAVT population.
  - iv. Report campus crime statistics by October 1 each year for the most current three calendar years. Statistics must be reported to all currently enrolled students and all employees as well as prospective students upon request. The report is also available on the CAVT website.
  - v. Report crime statistics annually to the U.S Department of Education by the prescribed time period.

### IV. Statistics from Local Law Enforcement Agencies:

The campus of the CAVT and the surrounding Clery Geography (described above) is under the jurisdiction of the Colorado Springs Police Department (CSPD). The CSPD Strategic Information Center provides the CAVT with crime statistics annually upon request for our Clery Geography. Statistics are in compliance with the reporting criteria for the U.S. Department of Education.

### V. Daily Crime Log:

The CAVT is not required to maintain a daily crime log because the CAVT is not required to have a campus police department.

### VI. Emergency Response and Evacuation Procedures:

The CAVT has an emergency response plan in place to address natural disasters and hazards to include the following: fire (including wild fires); flash floods; severe weather (winter storms, lightning, tornadoes); chemical spills/HazMat incidents. Fire alarm pull stations are located in common areas throughout the school.

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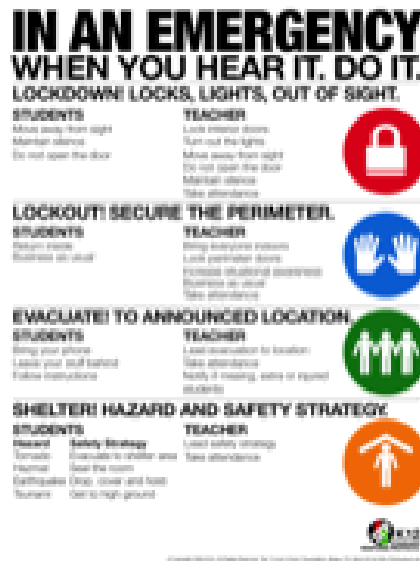
<sup>1</sup> Guidance and definitions are contained in the Handbook for Campus Safety and Security Reporting, which is provided by the U.S. Department of Education, a copy of which is in the possession of the campus security officer.

Specific response actions are outlined in the plan and drills are conducted quarterly to ensure that staff, students and visitors are familiar with the appropriate response to a potential emergency.

The CAVT has adopted the Standard Response Protocol, a program created by the “I Love U Guys” Foundation in coordination with Colorado schools and law enforcement agencies. The SRP has been adopted by thousands of schools and businesses and identifies four standard emergency response actions: lockout, lockdown, evacuate, and shelter. These actions are to be used in response to the following events:

- Lockout – for threats or police action outside the school
- Lockdown – for threat such as an intruder inside the school
- Evacuate – for fire, flash flood, interior chemical spill or bomb threat
- Shelter – for severe weather or outside chemical spill

The Standard Response Protocol actions are posted in each classroom, office and common area. Students, staff and visitors participate in drills on a quarterly basis to become familiar with these procedures.



Evacuation procedures include a designated on-site and off-site location. The on-site location is either in the front parking lot across from the main entrance or in the rear of the school in the Goodwill parking lot, depending on the location of students, staff and visitors at the time of the emergency. The off-site evacuation area is the Lucky Dog resort, located at 2801 Janitell Road, across from the school. Every effort

will be made to evacuate animals safely per written guidelines, using leashes to walk and/or carry animals to the off-site evacuation area. Instructors shall bring attendance sheets with them for roll call and medical records for pets if time allows.

VII. Timely Warnings:

Timely warnings: in the event of a situation that arises either on or off campus, that in the judgment of the CEO of the CAVT constitutes an ongoing or continuous threat, a campus-wide, in person “timely warning” will be issued. The “timely warning” will also be issued through email to all students, staff and faculty.

VIII. Missing Student Notification Procedures:

The CAVT does not maintain on-campus housing. No missing student statistics are therefore generated.

IX. Fire Safety Log:

The CAVT does not maintain on-campus housing. No fire log is therefore maintained by the CAVT.

X. Fire Safety Statistics:

The CAVT does not maintain on-campus housing. No fire safety statistics are therefore made by the CAVT.

XI. Annual Fire Safety Report:

The CAVT does not maintain on-campus housing. No fire safety report is therefore made by the CAVT.

XII. Campus Security Policy Statements:

a. Reporting Procedures for Criminal Actions and Emergencies:

- i. Timely warning reports to notify members of the CAVT campus community will be issued in the event of a situation that, in the judgment of the CEO, constitutes an ongoing or continuous threat. Situations include, but are not limited to, criminal offenses occurring on or near the CAVT campus, natural and man-made disasters, or any suspicious or police activity on or near the campus that could potentially pose a threat to CAVT patrons. Students, visitors and employees will be notified in person where warranted and timely warnings will also be issued via email to all

students, staff and faculty. Such notifications will come from either the CEO directly or through a member of the administration office.

- ii. Crime statistics for the Clery geography of the CAVT campus will be disclosed annually through the Annual Campus Security and Safety Report. Statistical data is collected through campus security incident reports as well as crime statistics from the Colorado Springs Police Department. A copy of this report will be disseminated to all students, faculty and staff via email. This report will also be posted publicly on the CAVT website at [www.cavt.edu](http://www.cavt.edu).
- iii. The persons responsible for timely warning reports and annual statistical disclosures shall be the CAVT CEO, Dr. Steve Rubin, or a member of the CAVT administration office. The CEO may be contacted at [srubin@cavt.edu](mailto:srubin@cavt.edu). The administration office may be contacted at (719) 219-9636.

b. Confidential reporting:

- i. If you are the victim of a crime and do not want to pursue action through the Colorado Springs Police Department (CSPD), you may still want to consider making a voluntary, confidential report. The CAVT campus security officer (Dr. Steve Rubin) can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the CAVT can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to our location, method, or assailant, and alert the CSPD to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the CAVT.

c. Security of facilities:

- i. The CAVT provides access to the library, common area, break room, and limited areas of the main clinic to students, staff, and faculty 6:00am to 10:30pm, 7 days a week. All students, staff, and faculty are provided a door code that is exclusively associated with each individual. All students, staff and faculty are to keep their door codes confidential and share them with absolutely nobody else including friends, family members, or other students, staff or faculty members. This policy is intended to insure that only students, staff, and faculty members have access to the facilities noted in this policy paragraph. The CAVT does not have on-campus residences.

- ii. The CAVT addresses security considerations in maintaining campus facilities. The building owner, Friends for Now, regularly checks the facility to ensure that pathways are well-lit and egress lighting is working in all exit areas. Additionally, the facility undergoes an annual fire inspection by the Colorado Springs Fire Department to ensure that the CAVT campus is in compliance with current fire codes and that all exit lighting, fire extinguishers and fire strobes are working properly.
- d. Law enforcement authority:
  - i. The CAVT campus security officer is designated as Dr. Steven Rubin, CEO. The campus is under direct jurisdiction of the Colorado Springs Police Department.
  - ii. The CAVT campus security officer collects and reports information regarding criminal offenses and any incidents of dating violence, domestic violence, sexual assault, and stalking that occur within the CAVT Clery Geography to the Colorado Springs Police Department. Additionally, the Harrison School District 2 Safety and Security Coordinator, who regularly monitors the Harrison High School located behind the CAVT campus, works with the CAVT campus security officer to report any criminal activity or safety incidents in his jurisdiction that may potentially affect the students and employees of the CAVT.
  - iii. Accurate and prompt crime reporting: All students, staff, and faculty are encouraged to report all crimes and public safety related incidents to the CAVT campus security officer, Dr. Steve Rubin, in a timely manner. Office (719) 219-9636; email [srubin@cavt.edu](mailto:srubin@cavt.edu). Any victim of a crime, if he or she elects to or is unable to, is also encouraged to report all crimes directly to the Colorado Springs Police Department. The CAVT does not have a campus police department.
  - iv. CAVT professional counselor: the CAVT professional counselor is not considered a campus security authority and is not required to report crimes for inclusion into the annual disclosure of crime statistics. It is the CAVT policy that the CAVT professional counselor is encouraged, if and when they deem appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into annual crime statistics.
- e. The CAVT has programs designed to encourage students and employees to be responsible for their own security and safety. New students are instructed at orientation to:
  - i. Keep their door codes confidential and not share with fellow students or anyone outside the campus.



- ii. Be aware of and adhere to student access times (Monday –Sunday, 6:00am to 10:30pm).
  - iii. Keep their vehicles locked at all times.
  - iv. Be vigilant when at the school after hours and to park near the student entrance.
  - v. Notify the CEO or administration office of suspicious activity around the campus. If after hours, call 911 if in immediate danger
- f. Students and employees may obtain information about crime prevention programs through the Colorado Springs Police Department at:  
<https://cspd.coloradosprings.gov/content/crime-prevention-program>
- g. Sale, Use and Possession of alcoholic beverages and illegal drugs and enforcement of Federal and State laws:
- i. The Colorado Academy of Veterinary Technology enforces a drug and alcohol free environment. The possession, use and sale of alcohol and legal drugs is governed by the State of Colorado and the U.S. Federal Government. These laws dictate the rules governing legal and underage use of alcohol and legal drugs in Colorado. Students are required to abide by these laws both on and off campus while in residence with the Colorado Academy of Veterinary Technology.
- Regardless of Colorado and U.S. Federal law governing alcohol and legal drug use and its sale and possession, no student may possess, sell, or use alcohol, legal drugs, or illegal drugs while on campus at the CAVT or off campus while representing the school at any school-related function. The CAVT is training medical professionals who are responsible for the life and safety of patients, coworkers, clients, and others. Students are required to perform tasks that involve restraint of potentially dangerous animals, manage controlled substances, and operate equipment and machinery passing significant electrical charges and quickly moving parts. Students will be evaluated for sobriety by instructors and staff (two individuals) and if it is determined that they are not sober (regardless of whether the substances used is legal, prescribed, or illegal), the student will be removed from the current clinical or class environment. The student may challenge this determination by requesting a drug or alcohol test, which will be paid for by the CAVT. The results may be used by the CAVT for any possible, subsequent disciplinary action administered by the CAVT. All proceedings are kept confidential.
- The enforcement of alcohol laws and drug laws on-campus is the primary responsibility of the Colorado Springs Police Department. The CAVT campus has been designated “Drug Free and Alcohol Free”. The

possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by the Colorado Springs Police Department. Violators are subject to CAVT disciplinary action, criminal prosecution, fine and imprisonment. It is unlawful to sell, furnish, or provide alcohol to a person under the age of 21. The possession of alcohol by anyone under 21 years of age in a public place or a place open to the public is illegal.

- h. The CAVT provides alcohol and drug education, counseling, and referral services through its on-site counselor. Requests for an appointment are made by contacting the administrative staff.
- i. The CAVT will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the results of any disciplinary hearing conducted by the CAVT against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, the CAVT will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.
- j. Students and employees may obtain educational awareness and prevention programs for VAWA offenses through the Clery Center for Security on Campus website at: <http://clerycenter.org/article/vawa-amendments-clery> .
- k. CAVT students are provided with written and electronic copies of their rights and options under the CAVT VAWA policies and procedures.
- l. For the purpose of understanding and preventing VAWA offenses, the CAVT uses the following definitions from the Clery Act and from the Colorado State Statutes:
  - i. Dating violence – defined as *“violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.”*
  - ii. Domestic violence – defined as *“any act, attempted act, or threatened act of violence, stalking, harassment, or coercion that is committed by any person against another person to whom the actor is currently or was formerly related, or with whom the actor is living or has lived in the same domicile, or with whom the actor is involved or has been involved in an intimate relationship. Domestic abuse may also include... the minor*

*children of either of the parties, or an animal owned, possessed, leased, kept, or held by either of the parties...*

- iii. Sexual assault – defined as *“any act, attempted act, or threatened act of unlawful sexual behavior...by any person against another person regardless of the relationship between the actor and the petitioner.”*
- iv. Stalking – defined as *“any act, attempted act, or threatened act of stalking directed at a specific person that would cause a reasonable person to fear for the person’s safety or the safety of others, or suffer substantial emotional stress”*.
- m. According to the State of Colorado, consent in reference to sexual activity is defined as:
  - i. *“cooperation in the acts or attitudes pursuant to the exercise of free will and with knowledge of the nature of the act. One is a position of trust includes parents, anyone acting in the place of parents and charged with the parent's rights and duties, anyone charged with the health, education and welfare of and supervision of a child.”*
- n. The CAVT uses the definition of safe and positive options for bystander intervention as:
  - i. *“Actions that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, sexual assault or stalking.”*
- o. If you are a victim of a sexual assault at the CAVT, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. The CSPD should be notified in a timely manner. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to the CSPD and to the CAVT campus security officer (and is considered a confidential communication). The filing of a police report or report to the campus security officer will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from any faculty or staff member at the CAVT. The filing of a police report:
  - i. Will ensure that a victim of a sexual assault receives the necessary medical treatment and tests, at no expense to the victim, and:
  - ii. Provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later (ideally a victim of sexual assault should not wash, not douche, use the toilet, or change clothing prior to a medical/legal exam), and;
  - iii. Assure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

- p. Disciplinary proceedings:
- i. The CAVT institutes disciplinary proceedings in cases of alleged dating violence, domestic violence, sexual assault, or stalking. Allegations are reviewed by the Title IX Coordinator, the CEO and outside counsel. Investigations into alleged incidents commence on a “time is of the essence” basis and are completed at the end of a thorough investigation. Disciplinary complaints alleging dating violence, domestic violence, sexual assault or stalking are filed with Theresa Archuleta, the Title IX Coordinator. The Title IX Coordinator along with outside counsel and the CEO on a “time is of the essence” basis, will determine the type of proceeding and standard of evidence as well as action to be taken on a case by case basis. The CAVT will use a preponderance of evidence standard in disciplinary proceedings regarding Title IX complaints and will disclose any such investigation in the Annual Security Report required by the Clery Act.
  - ii. Possible sanctions the CAVT may institute after concluded proceedings for an allegation of dating violence, domestic violence, sexual assault or stalking, include: no sanctions (finding of unsubstantiated allegations); expulsion; referral to CSPD; suspension from the CAVT; or other appropriate sanctions as determined on a case by case basis.
  - iii. Protected measures are described in detail in the CAVT policies and procedures describing required actions following allegations of dating violence, domestic violence, sexual assault, and stalking.
  - iv. The CAVT provides prompt, fair, and impartial disciplinary proceedings in cases of dating violence, domestic violence, sexual assault, or stalking. Details of procedures are contained in the CAVT policies and procedures provided to students and staff.
  - v. By definition, the CAVT equates proceedings with the process whereby an alleged violation is evaluated for being founded or unfounded. The result is defined by the CAVT as having made a decision if an allegation is founded or unfounded, and if founded, what the sanction will be.
  - vi. Compliance with these provisions does not constitute a violation of section 444 of the General Education Provisions Act (20 U.S.C. 1232g), commonly known as the Family Education Rights and Privacy Act (FERPA).
- q. The CAVT advises its campus community to obtain information about sex offenders by using the El Paso County Sheriff’s Office Sex Offender database at: <http://shr.elpasoco.com/services/sex-offenders-search>