



**MINNEAPOLIS**  
**COLLEGE®**



# **2025 ANNUAL COMPLIANCE REPORT**

*Annual Security Report and Drug and Alcohol Abuse Prevention Program*

## Table of Contents

Welcome .....	3
Annual Security Report .....	4
Preparing the Annual Security Report .....	4
Definitions of Terms Used in this Report.....	5
Reporting an Emergency or Crime on Campus .....	11
Response to Reported Crime or Emergencies .....	14
Law Enforcement Authority & Jurisdiction of Minneapolis College Public Safety .....	15
Minneapolis College Public Safety Relationship with Local Law Enforcement.....	15
Monitoring and Recording Activity at Non-Campus Locations.....	15
Maintenance of Daily Crime Log.....	16
Issuance of Timely Warning Notifications .....	16
Emergency Response .....	17
Emergency Notification Systems .....	17
Activation of Emergency Notification Systems.....	18
Emergency Response and Evacuation Testing.....	18
Emergency and Evacuation Procedures.....	19
Campus Security and Access.....	21
Security Considerations in Maintenance of Campus Facilities .....	21
Crime Prevention, Personal Safety, and Personal Security Educational Programming.....	21
Illegality of Alcoholic Beverages on Campus and Enforcement of State Underage Drinking Laws .....	22
Illegality of Drugs on Campus and the Enforcement of Federal and State Drug Laws .....	22
Drug and Alcohol Abuse Education Programs .....	23
Disclosures to Victims of Crimes of Violence or Non-Forcible Sex Offenses .....	23
Dating Violence, Domestic Violence Sexual Assault and Stalking.....	24
Education and Prevention Programs .....	26
Safe and Positive Options for Bystander Intervention .....	26
Risk Reduction.....	28
If You Are the Victim of Sexual Assault, Relationship Violence or Stalking .....	30
Resources.....	31
Minneapolis College's response to reports of sexual assault, relationship violence, or stalking.....	32
Minneapolis College disciplinary process for sexual assault, dating violence, domestic violence or stalking .....	33

Location of Law Enforcement Agency Information Regarding Registered Sex Offenders .....	36
Hazing.....	37
Clery Geography.....	42
Crime Statistics.....	44
Personal Security Recommendations .....	48
Drug and Alcohol Abuse Prevention Program .....	50
Withdrawing from a Course and Refund Policy.....	60

## *Welcome*

We strive to ensure that Minneapolis College is a place where you can learn and thrive. Your well-being is our top priority. The services and resources we provide are designed to help you succeed both academically and personally, and we are committed to working with you to foster a secure and welcoming campus community.

The Annual Security Report is one way we share important information with you. The report includes resources, policies, and practices that strengthen our community and help you make informed choices. You'll find details that support your safety and well-being.

All enrolled students and employees are encouraged to familiarize themselves with this information. The report is available in an alternate format upon request from the [Accessibility Resource Center](#) at 612-659-6730 (voice) or 612-659-6731 (TTY).

Our goal is simple: to ensure that your experience at Minneapolis College is positive, safe, and supported. Should you have any questions, please reach out to Dean of Students [Becky Nordin](#) at 612-659-6712.

Sincerely,

President Sharon Pierce

# *Annual Security Report*

## Preparing the Annual Security Report

The Minneapolis College Public Safety Department prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crimes Statistics Act, commonly known as the Clery Act.

This report contains important policy statements including how and where to report a crime on campus, when and how you can expect to be notified about crimes and emergencies impacting campus, and how the College responds to alleged crimes of sexual violence involving students and/or employees.

Minneapolis College Public Safety collaborates closely with internal departments, including Human Resources, Office of Student Rights and Responsibilities, Student Affairs, and others, to ensure that these policy statements accurately reflect the procedures at Minneapolis College.

This report includes three years of crime statistics for crimes alleged to have occurred in the geographic area known as the College's Clery geography. These statistics include alleged crimes reported to Minneapolis College's Public Safety Department, Campus Security Authorities, and local law enforcement agencies.

The annual report includes statistics for the following reports of crime:

- Murder and Non-Negligent Manslaughter
- Manslaughter by Negligence
- Rape
- Fondling
- Incest
- Statutory Rape
- Robbery
- Aggravated Assault
- Burglary
- Arson
- Motor Vehicle Theft
- Domestic Violence
- Dating Violence
- Stalking
- Hazing (Statistics to be published in the 2026 report)

The report also includes arrests or referrals for campus disciplinary action for the following:

- Liquor Law Violations
- Drug Abuse Violations
- Weapons Possession

In addition to the crimes described above, reported crimes of larceny-theft, simple assault, intimidation, and destruction/damage/vandalism of property in which the victim is intentionally selected because of the actual or perceived race, gender, gender identity, religion, sexual orientation, ethnicity, national origin or disability of the victim, must be reported as hate crime statistics, and are recorded as such in this report.

The statistics reflect reports of crime and not criminal charges, convictions, or findings of guilt or responsibility.

## Definitions of Terms Used in this Report

### Campus Security Authorities

Campus Security Authorities are individuals on campus who are required to report any allegations of crimes that they receive for inclusion in the Annual Statistical Disclosure.

The Clery Act defines four categories of Campus Security Authorities as stated below:

- A campus police department or a campus security department of an institution.
- Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department.
- Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
- An official of an institution who has significant responsibility for student and campus activities.

### Clery Geography

Clery Geography is the geographic area for which an institution is responsible for disclosing crime statistics. The following definitions describe the areas that cumulatively account for an institution's Clery Geography.

- **On Campus:** Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls. Also, any building or property that is within or reasonably contiguous to the area identified in the first part of this definition that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).
- **On Campus- Residential:** any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility. Minneapolis College does not have any on-campus residential property.
- **Non-Campus Property:** Any building or property owned or controlled by a student organization that is officially recognized by the institution; or Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.
- **Public Property:** All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from campus.

**Personally Identifying Information**

Personally identifying information is defined in Section 40002(a) of the Violence Against Women Act of 1994 as individually identifying information for or about an individual, including information likely to disclose the location of a victim of domestic violence, dating violence, sexual assault or stalking, regardless of whether the information is encoded, encrypted, hashed or otherwise protected, including:

- a first and last name
- a home or other physical address
- contact information (including a postal, e-mail or Internet protocol address, or telephone or facsimile number)
- a social security number, driver's license number, passport number or student identification number
- any other information, including date of birth, racial or ethnic background, or religious affiliation that would serve to identify any individual.

**Criminal Offenses**

The following definitions of criminal offenses detail the elements of each crime. Crimes in the annual statistical disclosure found in this report are categorized according to the following definitions.

**Aggravated Assault**

The 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.

**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 of a structure 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.

**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 joyriding.)

**Murder and Non-negligent Manslaughter**

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

**Manslaughter by Negligence**

The killing of another person through gross negligence.

**Robbery**

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

**Rape**

The penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

**Fondling**

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

**Incest**

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

**Statutory Rape**

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

**Hate Crimes****Hate Crime**

A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Under the Clery Act the following bias categories are used: Race, Religion, Sexual Orientation, Gender, Gender Identity, Ethnicity, National Origin, Disability.

Any criminal offense which also meets the definition of a hate crime will be included in the statistical disclosure in both the criminal offense category and in the hate crime category (i.e. an on-campus aggravated assault motivated by religious bias will be counted in the on-campus aggravated assault category and in the on-campus aggravated assault motivated by religious bias category).

**Additional Hate Crime Categories**

In addition to the criminal offenses listed under the "Criminal Offenses" section, the following crimes are included if it is determined that the crime was motivated by the perpetrator's bias.

**Larceny-Theft**

The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. (Note: constructive possession is defined by Black's Law Dictionary, sixth ed. as "where one does not have physical custody or possession but is in a position to exercise dominion or control over a thing.")

**Simple Assault**

An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

**Intimidation**

To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

**Destruction/Damage/Vandalism of Property (Except Arson)**

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

**Violence Against Women Act (VAWA) Offenses****Dating Violence**

Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The 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.
- Dating violence does not include acts covered under the definition of domestic violence

**Domestic Violence**

A felony or misdemeanor crime of violence committed—

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

**Stalking**

Engaging in a course of conduct 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 distress.

For the purposes of this definition—

- Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
- Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
- Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily require medical or other professional treatment or counseling.

**Unfounded Crimes**

Reported crimes which are thoroughly investigated by sworn or commissioned law enforcement personnel; and found through investigation to be false or baseless, meaning that the crime did not occur and was never attempted.

**Arrests and Referrals for Discipline for Weapons, Drug, and Liquor Law Violations****Weapons Law Violations**

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

**Drug Law Violations**

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

**Liquor Law Violations**

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

**Hazing** (statistics will be included in the 2026 Annual Security Report)

### **Hazing**

Hazing is any intentional, knowing, or reckless act committed by a person (whether individually or in concert with other persons) against another person or persons regardless of the willingness of such other person or persons to participate, that: is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization; and causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury including—

- whipping, beating, striking, electronic shocking, placing of a harmful substance on someone's body, or similar activity;
- causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or other similar activity;
- causing, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs, or other substances;
- causing, coercing, or otherwise inducing another person to perform sexual acts;
- any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct;
- any activity against another person that includes a criminal violation of local, State, Tribal, or Federal law; and
- any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, State, Tribal, or Federal law.

### **Student Organizations**

A student organization is defined as “an organization at an institution of higher education (such as a club, society, association, varsity or junior varsity athletic team, club sports team, fraternity, sorority, band, or student government) in which two or more of the members are students enrolled at the institution of higher education, whether or not the organization is established or recognized by the institution.

## Reporting an Emergency or Crime on Campus

Minneapolis College encourages the accurate and prompt reporting of all crimes occurring on campus to Minneapolis College Public Safety or the appropriate local law enforcement agency when the victim of a crime elects to or cannot make such a report. If the victim of a crime cannot file a report, third parties with information regarding the crime are encouraged to file a report to ensure Public Safety and/or the police are aware of the crime. The prompt and accurate reporting of all crime enables Minneapolis College Public Safety to identify and respond to patterns of crime and when necessary to distribute pertinent crime information to the community, which may help prevent similar occurrences of crime.

How do I report an in-progress crime or emergency occurring on campus?

<b>Minneapolis College Public Safety Department</b>
<b>Phone:</b> 612-659-6900

<b>Minneapolis Police Department</b>
<b>Phone:</b> 911

How do I report a non-emergency crime occurring on campus?

<b>Minneapolis College Public Safety Department</b>
<b>Walk in:</b> AskMe Desk located in the Hennepin Skyway
<b>Phone:</b> 612-659-6910

<b>Minneapolis Police Department 1<sup>st</sup> Precinct</b>
<b>Phone:</b> 612-673-5701 or 311
<b>Walk in:</b> 19 N 4 <sup>th</sup> St
<b>Online:</b> <a href="#">Online Reporting</a> Online Reporting can be used to report crimes if the following are true about the incident: <ul style="list-style-type: none"><li>• It is not an emergency situation.</li><li>• You are not reporting the loss or theft of a firearm.</li><li>• You are not reporting the actual theft of a vehicle.</li><li>• The incident happened within Minneapolis city limits.</li><li>• No weapon was used.</li><li>• No one was injured.</li></ul>

Please notify Minneapolis College Public Safety anytime a campus crime is directly reported to the Minneapolis Police Department.

When calling either Minneapolis College Public Safety or Minneapolis Police, be prepared to give the dispatcher the following information:

- Type of emergency
- Your name
- Your location and the location of the emergency
- Your phone number
- If applicable (e.g., after a crime), a description of individuals involved (gender, clothing description, height, weight, hair color, tattoos, etc.)
- If applicable (e.g., after a car accident), a description of vehicles involved (color, make, model, license plate number)
- Please remain on the line until the dispatcher tells you it is okay to hang up
- Based on the information provided, the dispatcher will send the appropriate help to respond to the reported incident.

## Report a Crime to a Campus Security Authority

Minneapolis College encourages all reports of crime to be made to the Minneapolis College Public Safety Department or the appropriate local law enforcement agency. However, crimes may also be reported to individuals on campus who have been identified as Campus Security Authorities.

Campus Security Authorities have been trained to act as a resource for anyone who wishes to report a crime. If you are unsure if you would like to pursue a criminal investigation or disciplinary action through the College, CSAs can help you explore different reporting options and find the option that works best for you.

Campus Security Authorities do not investigate crime reports. They ensure that any alleged crimes that they are made aware of are forwarded to Public Safety for consideration of the need to issue a Timely Warning Notification, inclusion on the Daily Crime Log, and/or inclusion in the Annual Statistical Disclosure.

While there are many Campus Security Authorities on campus, Minneapolis College prefers reports be made to the following CSAs for the purpose of making timely warning reports and the inclusion of a crime statistic in the annual statistical disclosure.

In addition to the Public Safety Department, you may also report crimes to the following individuals:

<b>Primary Campus Security Authorities</b>	
Curt Schmidt <b>Director of Public Safety</b>	612-659-6902
Bobbi Davis <b>Vice President of Human Resources and Workforce Equity</b>	612-659-6319
Patrick Troup <b>Vice President of Student Affairs Title IX Officer</b>	612-659-6707
Becky Nordin <b>Dean of Students</b>	612-659-6712
Olay Redden <b>Senior Student Conduct and Complaint Officer</b>	612-200-5293
Daniel Alberts <b>Associate Director of Public Safety</b>	612-659-6908
Jacques Beech <b>Public Safety Supervisor</b>	612-659-6907

Human Resources and Public Safety work cooperatively to identify and notify Campus Security Authorities of their status. CSAs receive annual training. Documentation of these individuals and the training received is maintained in the Public Safety Department.

### Voluntary Confidential Reporting

A voluntary, confidential report is a report made voluntarily by the reporting party, where the reported information (including the reporting party's identity) is not shared beyond the person receiving the report and does not initiate any other official process. Minneapolis College does not offer voluntary, confidential reporting.

### Anonymous Reporting

Minneapolis College operates a Silent Witness Program, which provides the opportunity to submit anonymous reports of crime or policy violations. Anonymous reports limit the College's ability to investigate and respond to the reported crime or policy violations. Anonymous reports of Clery reportable crimes are included in the annual statistical disclosure. The Silent Witness form can be found [here](#)

## Professional Mental Health Counselors and Pastoral Counselors Exemption

Under the Clery Act, campus professional mental health counselors and pastoral counselors, when acting in their professional capacity, are not required to report crimes for inclusion in the annual disclosure of crime statistics.

A professional mental health counselor is defined as an employee of an institution whose official responsibilities include providing psychological counseling to members of the institution's community and who is functioning within the scope of the counselor's license or certification.

A Pastoral Counselor is an employee of an institution who is associated with a religious order or denomination, recognized by that denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor. Minneapolis College does not have pastoral counselors on staff.

Minneapolis College does not allow voluntary, confidential reporting; therefore, there is no procedure that encourages professional counselors to inform the persons they are counseling of procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

## Response to Reported Crime or Emergencies

In the event of a reported crime or emergency on campus, Minneapolis College Public Safety Officers will respond, assess the situation, determine the need for additional resources, work to restore a safe campus environment, document the incident with a report, and forward this report to the appropriate campus departments for follow-up. Complainants may file an additional report with local law enforcement. Public Safety can assist with reporting to local law enforcement upon request.

Dialing 911 will initiate a police response from the appropriate local law enforcement agency.

Anytime 911 services are called on campus, please notify the Minneapolis College Public Safety Department. This allows Public Safety Officers to meet emergency responders and guide them to the correct location. Reporting to Minneapolis College Public Safety ensures that the appropriate campus offices are notified of the incident and can offer support and resources to those affected.

Crimes reported to Minneapolis College Public Safety and other CSAs are evaluated for the need to issue a notification to the campus, documented on the Daily Crime Log, and applicable crimes will be included in the annual statistical disclosure. Public disclosures will not include personally identifying information of reporting parties, witnesses, or victims.

## Law Enforcement Authority & Jurisdiction of Minneapolis College Public Safety

Minneapolis College Public Safety Officers are trained professional campus security officers and are employees of Minneapolis College; they are not sworn peace officers. Campus Public Safety Officers are authorized to make a citizen's arrest under Minnesota State Statute 629.37.

Minneapolis College Public Safety Officers are responsible for patrolling and maintaining the security of the main campus.

## Minneapolis College Public Safety Relationship with Local Law Enforcement

Minneapolis College Public Safety works closely with the Minneapolis Police Department, Minneapolis Parks Police Department, Metro Transit Police Department, Hennepin County Sheriff's Office, State, and Federal Law Enforcement Agencies to track and respond to on-campus or near-campus criminal activity.

Minneapolis College maintains membership on the Hennepin County Sexual Assault Multidisciplinary Action Response Team to facilitate effective cooperation and collaboration between the institution and law enforcement during the investigation of crimes of sexual violence.

Minneapolis College does not have a memorandum of understanding with any law enforcement agencies regarding the investigation of criminal incidents occurring on campus.

## Monitoring and Recording Activity at Non-Campus Locations

Official off-campus events organized by recognized student organizations may be monitored by local law enforcement. Students are subject to the Student Code of Conduct while participating in school-sponsored activities at off-campus locations. Any resulting reports may be forwarded to the College for investigation and adjudication through the student conduct process.

The College may hold students accountable for violations of behavioral standards committed off-campus when:

- Hazing is involved; or
- The violation is committed while participating in a college-sanctioned or sponsored activity; or
- The victim of the violation is a member of the college community; or
- The violation constitutes a felony under state or federal law; or
- The violation adversely affects the educational research, or service functions of the College.

Minneapolis College does not have any student organizations with non-campus housing facilities.

## Maintenance of Daily Crime Log

The Daily Crime log records all crimes reported to Public Safety. The crime log includes the nature, date, time, general location of each crime, and the disposition of the complaint if known. The daily crime only includes crimes that occur within the Minneapolis College Clery Geography.

All entries shall, except where disclosure of such information is prohibited by law or such disclosure would jeopardize the confidentiality of the victim, be open to public inspection during normal business hours. Any portion of the log older than sixty (60) days must be available within two (2) business days of the initial request being made to the Public Safety Department. Log entries made within the last 60 days will be updated accordingly if new information becomes available to the Public Safety Department.

The Daily Crime log is maintained by the Minneapolis College Public Safety Department, and it is available for review whenever the campus is open. To request to view the Daily Crime Log, contact Minneapolis College Public Safety by calling 612-659-6910 or stop by the Ask Me Desk located in the Hennepin Skyway.

## Issuance of Timely Warning Notifications

The Clery Act requires Minneapolis College to issue a Timely Warning Notification (TWN) when a reported Clery crime, occurring within Minneapolis College Clery geography poses a serious or ongoing threat to the campus community. Minneapolis College issues "Security Alerts" to comply with this requirement.

Security Alerts contain general information about the reported crime, including what happened, where it happened, when it happened and how incidents of a similar nature might be prevented. Minneapolis College takes careful steps to ensure that no personally identifiable information about the victim is included in the notification.

When the Public Safety Department is made aware of a Clery reportable crime, the Director of Public Safety or designee will evaluate the available information and determine if there is a serious or continuing threat to students and employees of the College. This evaluation is done on a case-by-case basis. If there is a serious or ongoing threat to the campus community, the Director of Public Safety or their designee will prepare the notification and distribute it to students and employees through their Minneapolis College email accounts. Security Alerts may also be posted to campus bulletin boards.

Minneapolis College has a working relationship with the Minneapolis Police Department (MPD) and has requested their cooperation in informing Minneapolis College about crimes that have been reported to them that may warrant the issuance of a timely warning notification.

## Emergency Response

The Minneapolis College Public Safety Department is responsible for campus emergency response and evacuation procedures. Minneapolis College Public Safety may be augmented by other campus entities such as the Emergency Operations Management Team (EOMT). The EOMT is comprised of College staff and was created to assist Public Safety with incident response.

Minneapolis College has adopted an “all-hazards approach” to campus emergencies, utilizing the Incident Command System (ICS) of incident management. Public Safety Officers and other college officials have received incident command training to enhance our response to and recovery from critical campus events.

## Emergency Notification Systems

Minneapolis College has several methods of communicating important safety information quickly in the event of a significant emergency or dangerous situation on campus. Each notification system is briefly described below.

### **StarAlert**

StarAlert can send phone, email, and text messages. All campus community members are automatically enrolled in the StarAlert system.

### **Alertus**

The Alertus system can push out text notifications to all registered college-owned desktop computers, laptop computers, and campus monitors.

### **Fire Alarm**

Each building on campus is equipped with audible and visible fire alarm capabilities to alert building occupants of potential danger.

### **Campus Public Address System**

Minneapolis College Public Safety can utilize the campus public address system to convey important safety information. Each campus building is equipped with speakers capable of transmitting real time voice messages.

### **Minneapolis College Website**

Weather-related closures and other emergency information may be announced on the [Minneapolis College](#) website.

### **Social Media**

Emergency information may be communicated on official Minneapolis College social media feeds.

### **On-Scene Emergency Personnel**

In some cases, on-scene emergency personnel will be utilized to communicate important safety information.

## Activation of Emergency Notification Systems

Before an emergency notification is issued, the reported emergency or dangerous situation will be confirmed by dispatched officers, other emergency personnel on the scene, video monitoring, or notifications from the National Weather Service. Information from these sources will determine the scope and content of the notification and identify who should be notified.

When a significant emergency or dangerous situation is confirmed, the Director of Public Safety or their designee will, without delay, and taking into account the safety of the community, determine the scope and content of the notification, based on information known at the time and will initiate the appropriate emergency notification system(s). The situation will dictate which notification methods are used. Depending on the emergency, multiple notification systems may be used. The notification may be delayed if certain information will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

Dissemination of emergency information to the larger community (i.e., parents and residents from surrounding neighborhoods) will happen as time allows. Depending on the nature of the incident, Minneapolis College may utilize methods such as the Minneapolis College website or local news media to communicate important information to the larger community. The first concern of Minneapolis College is those directly affected by the emergency. Dissemination to the larger community is the responsibility of the Office of Marketing and Communication.

Minneapolis College has a working relationship with Minneapolis Emergency Communications Center (MECC), while there is no written agreement between Minneapolis College and the MECC, MECC routinely notifies Minneapolis College of calls they receive for service so we can coordinate appropriate response utilizing resources from multiple agencies.

## Emergency Response and Evacuation Testing

Minneapolis College tests emergency response procedures at least annually. These tests may be announced or unannounced. Emergency response and evacuation procedures will be disseminated at least once a year in conjunction with a test. Tests may cover a range of scenarios including, but not limited to, fire, severe weather, active shooter, bomb threat, etc. Documentation of drills is maintained by the Public Safety Department and includes a description of the exercise, the date, the time, and whether the test was announced or unannounced.

## Emergency and Evacuation Procedures

All faculty, staff, and students should learn the evacuation routes and stairwell locations for all campus buildings they frequently occupy. Evacuation maps and information are posted throughout the campus.

### Fire Evacuation Procedures

Flashing strobe lights and emergency sirens will sound in the event of a fire.

- Calmly exit the building via the nearest exit
- Do not use elevators
- Emergency Operations Team members and Public Safety staff will provide direction and assistance
- Evacuate to a safe distance and remain outside until the all-clear message is given

### Severe Weather Shelter Procedures

In the event of severe weather requiring campus occupants to seek shelter, an overhead page will be made advising the campus to proceed to the nearest Severe Weather Shelter Area.

- Calmly proceed to the nearest designated severe weather shelter
- Emergency Operations Team members and Public Safety staff will provide direction and assistance
- Remain in the Severe Weather Shelter Area until the all-clear message has been delivered

### Campus Lockdown Procedures

In the event of an emergency or incident that has the potential for direct or immediate harm to the campus community, the Public Safety Department may lockdown the campus.

- Proceed to the nearest classroom or enclosed area and secure yourself inside
- Shut off all sources of light (i.e. lights, computer monitors, television screen, etc.)
- Silence cell phone
- Stay away from windows or doors
- Remain calm and quiet
- Wait for instructions from law enforcement or Public Safety

## **Run – Hide – Fight Procedure**

In the event of an active threat on the Minneapolis College campus, the Public Safety Department may advise the campus to take Run-Hide-Fight actions.

### **Run**

- If there is an escape route, evacuate immediately
- Leave your belongings behind
- Keep your hands visible
- Run to a place of refuge

### **Hide**

- If running is not possible, hide
- Lock and barricade doors
- Shut off lights
- Remain silent
- Silence cell phone
- Avoid huddling together

### **Fight**

- Fighting is a last resort, fight when your life is in imminent danger
- Use improvised weapons
- Be aggressive & commit to your actions

### **How to react when law enforcement arrives:**

- Remain calm
- Follow officers' instructions
- Do not yell, scream, or point
- Raise your hands and keep them visible at all times
- Do not stop officers to ask them for help or directions

### **Once in a Safe Place**

Once you are in a safe place, DO NOT LEAVE. Emergency responders need to account for everyone. As the event unfolds and is better understood, law enforcement will provide additional instructions as to where you should be or when you will be able to leave. Please be patient. Your safety is our most important concern.

## Campus Security and Access

The Minneapolis College campus is for the use of students, faculty, staff, and visitors engaged in educational or business purposes with Minneapolis College. The campus is open 6:30 AM to 10:30 PM, Monday through Friday, and 7:00 AM to 5:00 PM on Saturday. Summer hours may vary.

After 7:00 PM the campus is accessible via the main entrance on the skyway level of the parking ramp, all other exterior doors are locked.

Students are not allowed on campus after hours except for official, previously authorized events. Only authorized employees may be on campus outside of normal business hours. Persons on campus after hours must produce a college-issued identification to Public Safety Officers upon request.

Employees must lock all areas of responsibility upon departure.

Minneapolis College does not own or operate any residential student housing.

## Security Considerations in Maintenance of Campus Facilities

Public Safety routinely performs surveys of the campus facilities to ensure the continued safety of the campus. Doors, door hardware, fire detection systems, intrusion detection systems, fire extinguishers, Automatic External Defibrillators (AEDs), communications equipment, campus lighting, and landscaping are all routinely inspected to ensure safe operations.

Students, faculty, staff, and visitors are encouraged to report needed building repairs or maintenance to the Facilities Department at <http://v1-identity.dudesolutions.io/app/login/username> or 612-659-6800.

## Crime Prevention, Personal Safety, and Personal Security Educational Programming

Minneapolis College encourages students and employees to be responsible for their security and safety and the security and safety of others.

The Minneapolis College Public Safety Department, in cooperation with the other campus departments, provides educational presentations in the areas of campus security procedures and practices, crime prevention, sexual violence awareness and prevention, personal safety, protection against theft, and other subject areas. These presentations are available to the campus community upon request.

Public Safety and other campus departments will invite various speakers, including members of city and county law enforcement agencies to discuss relevant public safety issues. All members of the Minneapolis College community are invited and encouraged to attend.

To request a presentation contact Minneapolis College Public Safety 612-659-6910.

## Illegality of Alcoholic Beverages on Campus and Enforcement of State Underage Drinking Laws

The manufacture, use, sale, distribution, or possession of alcoholic beverages by Minneapolis College students and Minneapolis College employees is strictly prohibited:

1. On Minneapolis College property
2. While participating in a student activity, activities sponsored by officially recognized student organizations, or an event or activity sponsored or sanctioned by Minneapolis College or Minnesota State, including off-site activities
3. While performing work, including overtime work and rest breaks.

Minneapolis College enforces state underage drinking laws.

## Illegality of Drugs on Campus and the Enforcement of Federal and State Drug Laws

The unlawful manufacture, growing, possession, use, dispensation, sale, or distribution of controlled substances (including marijuana/cannabis) by Minneapolis College students and Minneapolis College employees is strictly prohibited:

1. On Minneapolis College property
2. While participating in a student activity, activities sponsored by officially recognized student organizations, or an event or activity sponsored or sanctioned by Minneapolis College or Minnesota State, including off-site activities
3. While performing work, including overtime work and rest breaks.

Minneapolis College enforces federal and state drug laws.

While according to state law the possession, transportation, and use of marijuana/cannabis is legal for those 21 years or older in the State of Minnesota as of August 1st, 2023, federal law continues to classify its use or possession as illegal (per the federal Controlled Substances Act).

Because of the federal Controlled Substances Act, the [Drug-Free Schools and Communities Act](#), and the Drug-Free Workplace Act, Minneapolis College classifies marijuana/cannabis (including its derivatives, products, and cannabinoids) as a controlled substance and prohibits it as described in Part 3 of this Policy. This prohibition is required as a condition of receiving federal financial assistance and similar guidelines regarding federal contracts.

There are no exemptions to the prohibition of marijuana/cannabis at the College. Individuals who have approval from a healthcare professional to use marijuana/cannabis for medicinal purposes are still prohibited from its use on campus and campus locations and must abide by all parts of this policy.

## Drug and Alcohol Abuse Education Programs

The College recognizes the reality of chemical dependency and is aware of its occasional presence in the College community. As a safeguard against this dependency, numerous campus organizations provide prevention programs to the College community. More information about these programs can be found in Minneapolis College's Drug and Alcohol Abuse Prevention Program, which is detailed [here](#).

## Disclosures to Victims of Crimes of Violence or Non-Forcible Sex Offenses

Minneapolis College 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 Minneapolis College 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, Minneapolis College will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.

## Dating Violence, Domestic Violence Sexual Assault and Stalking

Minneapolis College prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking as those terms are defined for the purposes of the Clery Act.

### MN State Statute Definitions:

The following definitions of crimes are included for educational purposes; these definitions differ from those used to classify crimes for inclusion in the crime statistics in this report.

#### Consent

##### **MN 609.341**

- “Consent” means words or overt actions by a person indicating a freely given present agreement to perform a particular sexual act with the actor. Consent does not mean the existence of a prior or current social relationship between the actor and the complainant or that the complainant failed to resist a particular sexual act.
- A person who is mentally incapacitated or physically helpless as defined by this section cannot consent to a sexual act.
- Corroboration of the victim’s testimony is not required to show lack of consent.

#### Sexual Assault

The term sexual assault is not defined by Minnesota Law. The comparable crimes of rape, fondling, statutory rape, and incest are generally coded as criminal sexual conduct in the state of Minnesota.

“Minnesota law classifies the crime of criminal sexual conduct into five categories: first-through fifth-degree criminal sexual conduct, with first-degree carrying the most severe penalties and fifth-degree the least. Minn. Stat. §§ 609.342 to 609.3451.”

“Generally speaking, the first-degree and third-degree crimes apply to sexual conduct involving sexual penetration of the victim; the second-, fourth-, and fifth-degree crimes apply to sexual conduct involving sexual contact with the victim without sexual penetration.”

“Criminal sexual conduct in the first and second degree typically apply to conduct involving personal injury to the victim; the use or threatened use of force, violence, or a dangerous weapon; or victims who are extremely young.”

“Criminal sexual conduct in the third, fourth, and fifth degree typically address less aggravated conduct and apply to other situations in which the victim either did not consent to the sexual conduct, was relatively young, or was incapable of voluntarily consenting to the sexual conduct due to a particular vulnerability or due to the special relationship between the offender and the victim.”

The above information is from the following source:

<http://www.house.leg.state.mn.us/hrd/pubs/ss/ssovrcsc.pdf>

## Domestic Abuse

### **MN 518B.01**

“Domestic abuse” means the following, if committed against a family or household member by a family or household member:

- Physical harm, bodily injury, or assault;
- The infliction of fear of imminent physical harm, bodily injury, or assault; or
- Terroristic threats, within the means of section 609.713, subdivision 1; criminal sexual conduct, within the meaning of section 609.342, 609.343, 609.344, 609.345, or 609.3451; or interference with an emergency call within the meaning of section 609.78, subdivision 2.

“Family or household members” means:

- Spouses and former spouses;
- Parents and children;
- Persons related by blood;
- Persons who are presently residing together or who have resided together in the past;
- Persons who have a child in common regardless of whether they have been married or have lived together at any time;
- A man and a woman if the woman is pregnant and the man is alleged to be the father, regardless of whether they have been married or have lived together at any time; and
- Persons involved in a significant romantic or sexual relationship.

## Dating Violence

Is not defined by Minnesota State law.

## Stalking

### **MN 609.749**

“Stalking” means to engage in conduct which the actor knows or has reason to know would cause the victim under circumstances to feel frightened, threatened, oppressed, persecuted, or intimidated, and causes this reaction on the part of the victim regardless of the relationship between the actor and victim.

## Education and Prevention Programs

Minneapolis College educates the campus community through comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking. These programs are designed to be culturally relevant, sustainable, inclusive of and responsive to the diverse communities and identities represented at Minneapolis College and their specific needs. Programming is formulated to consider environmental risk and protective factors as they occur on the individual, relationship, institution, community, and societal levels. Programming is informed by research and assessed for value. Programs to prevent dating violence, domestic violence, sexual assault, and stalking include both primary prevention and awareness programs.

These primary prevention and ongoing prevention and awareness campaigns define the terms of Sexual Violence, Domestic Violence, Dating Violence, Stalking, and consent as it relates to engaging in sexual activity in terms of Minnesota State law. Programming also covers safe and effective options for bystander intervention and other tips for risk reduction.

The main primary prevention program at Minneapolis College is a required online training course titled “Gender Violence Prevention Training (GVPT) and is directed towards new students and employees.

Ongoing prevention and awareness campaigns for students and employees are conducted throughout the year. Various campus departments, including Student Affairs and Student Life, regularly organize ongoing prevention and awareness programming.

## Safe and Positive Options for Bystander Intervention

“Bystander intervention” means safe and positive options to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking.

Bystander intervention includes:

- recognizing situations of potential harm
- understanding institutional structures and cultural conditions that facilitate violence
- overcoming barriers to intervening
- identifying safe and effective intervention options
- taking action to intervene

Active bystanders recognize emergency situations (sexual assault, alcohol abuse, safety) and non-emergencies (noticing a friend is depressed, gambling, academic problems) and have the skills to intervene directly or indirectly.

## How Can I Prevent Violence?

Be a good bystander. If you recognize an emergency or non-emergency situation happening, use the “3 Ds” to determine how to act.

### Direct

- If you feel safe, confront the situation directly
- Be calm, confident and respectful- the main goal is to stop the behavior
- Ask if the involved parties are okay, seek to help

### Distract

- Diffuse the situation- interject humor
- Change the subject- ask the parties involved about a class assignment or current event
- Interrupt the flow of the behavior- spill a drink, create noise, any action which will interrupt the negative behavior

### Delegate

- Ask others for help when you don't feel safe or comfortable approaching the situation alone
- There is strength in numbers, enlist the help of friends
- Call 911 or Public Safety

## Risk Reduction

The following are simple steps to reduce the risk of becoming a victim of crime.

While walking:

- Keep your eyes up and ears open, be alert and aware of your surroundings.
- Walk with purpose and confidence.
- Walk with others. Call 612-659-6910 for a Public Safety safe walk to your vehicle.
- Walk well-illuminated and heavily traveled routes populated by others.
- Keep valuables and money out of public view- carry money or wallets in an inside or front pocket. Wear purses or bags across the body instead of over one shoulder, turn any flaps, zippers, or pockets toward your body.
- Cross the street if you see anything on your side that makes you nervous.
- Call 911 if you witness a crime in progress or if you observe suspicious activity that makes you feel unsafe.

While driving:

- Keep car doors locked and windows rolled up most of the way.
- Reduce distractions, be alert and aware of your surroundings including other motorists, bicyclists, and pedestrians.
- If someone tries to break into your car while you are in it, honk the horn in repeated short blasts.
- If you are being followed, do not go home. Call 911 and drive to the nearest safe place with people visibly present.
- Do not pick up hitchhikers or interact with panhandlers on the street.
- Park your car in well-lighted parking areas and lock all doors. Store valuables in a locked trunk or make sure they are hidden from plain view.

At home:

- Make sure your doors have deadbolts, security chains, and peepholes.
- Change old locks when you move into a new residence.
- Lock your doors and windows anytime you leave, even if it is just for a few minutes.
- If you will be away, use variable light timers to make it appear as though someone is home.
- Do not hide spare keys outside.
- Never prop exterior doors to apartment buildings, if you see doors propped remove the prop and contact building management.
- Do not allow others to tailgate into your secure building, do not assume they are residents.
- If you believe someone has broken into your home, do not go inside, call 911.

#### When you go out:

- Plan ahead! Know where you are going, who you are going with, where you will be staying the night and how you will be getting there safely.
- Communicate the plan with your friend group.
- If you are uncomfortable with the plan, speak up.
- Stay with your planned friend group and do not deviate from the plan without first communicating with your friend group.
- Drink only from pre-packaged containers or drinks you make yourself, so you know the alcohol content.
- Do not leave your drink unattended
- Stick with your plan, look out for your friends, and have them look out for you.
- Get involved if you believe that someone is at risk. If you see someone in trouble or someone pressuring another person, don't be afraid to intervene - or get help to do so.

#### Reduce the Risk of Sexual Assault:

- Physical force is sometimes used to commit an assault, however, the following tactics are more commonly employed. Manipulation (encouraging someone to drink more to lower their inhibitions), Coercion (trying to talk someone into an activity they are reluctant to participate in), Threats (saying you will tell others something about the person)
- Take time to hear what the other person has to say. If you feel they are giving you a "mixed message" ask for clarification.
- Obtain clear consent for each activity. Consent for one activity does not imply consent for all.
- If someone seems uncomfortable, is not engaged, or is not reciprocating, stop and check in with them.
- Communicate with your partner directly. It is okay to say yes to some activities and no to others. You are the only one who knows your intentions, preferences and limits.

## If You Are the Victim of Sexual Assault, Relationship Violence or Stalking

### **Make sure you are safe**

If you are in immediate danger, call 911.

Go to a safe place.

If you are on campus, contact Public Safety at 612-659-6900. Even if you do not wish to file a report, Public Safety Officers will respond to your location and ensure your safety—your well-being is our top priority.

### **Seek medical care**

Even if you don't have visible injuries, a medical provider can check for internal injuries, sexually transmitted infections (STIs), or pregnancy risk. Most emergency rooms can treat injuries, test for STIs or pregnancy, and some have Sexual Assault Nurse Examiners (SANEs) trained to perform a sexual assault forensic exam.

You can find local hospitals that provide sexual assault forensic exams by visiting:

<https://mncasa.org/find-help/emergency-medical-care/>

### **Evidence Preservation**

It is best to have a sexual assault forensic exam done within 72 to 120 hours after the assault, but it can sometimes still be done later. If you want to preserve evidence, try not to shower, eat, drink, or change clothes. Bring the clothes you were wearing to the hospital in a paper bag (not plastic).

Document any injuries and damage to personal property. Save any text messages, e-mails, or voicemails left by your abuser. If you are being stalked, keep detailed records of stalking incidents, including when and where they occurred and how they affected you.

Preserving evidence is entirely your choice. It can help prove that the crime occurred and may be useful if you choose to pursue legal action or obtain a protective order.

### **Consider reporting**

To report to the police, call 911. Filing a police report is optional. Public Safety can assist you with filing a report if you wish.

To file a report with the College, contact Public Safety at 612-659-6910 or visit the Ask Me desk. A Public Safety Officer will interview you to document your statement and forward the report to the campus Title IX officer, who is responsible for addressing complaints of sexual violence.

To report directly to the Title IX officer, you may complete a [Title IX report form](#) online or contact the Vice President of Student Affairs in room K.2100, or by calling 612-659-6707.

Employees may report directly to Human Resources in room K.1100.

## Reach out for support

Minneapolis College has counselors available in its Counseling Department, located at T. 2200. Mental health professionals are also available in the Student Health Clinic, located in room H.3400.

## Protective Orders

You have the right to petition for an Order for Protection (OFP) or a Harassment Restraining Order (HRO). Public Safety has information available on how to file for and request an OFP or HRO. The Public Safety Department will assist in the enforcement of all lawful OFPs and HROs. If an OFP or HRO is issued you are encouraged to file a copy with the Minneapolis College Public Safety Department.

## Resources

### On Campus Resources

Organization	Location	Contact	Services Offered
Student Health Clinic	H.3400	612-659-6384	Health, Mental Health
Student Resource Center	T. 2200	612-659-6709	Mental Health, Student Financial Aid, Referrals for victim advocacy, legal assistance, and visa and immigration assistance
Student Services	T. 2100	612-659-6908	Student Financial Aid

### Community Resources

Organization	Location	Contact	Services Offered
Hennepin County Medical Center Emergency Room	727 South 8 <sup>th</sup> Street Minneapolis, MN 55404	612-873-6963	Medical
Abbott Northwestern Emergency Room	800 East 28 <sup>th</sup> Street Minneapolis, MN 55407	612-863-4233	Medical
North Memorial Health Emergency Room	3300 Oakdale Ave N Robbinsdale, MN 55422	769-520-5200	Medical

Methodist Hospital Emergency Center	6500 Excelsior Blvd St. Louis Park, MN 55426	952-993-6080	Medical
<a href="#">Sexual Violence Center</a>	2600 East 25 <sup>th</sup> Street Suite C Minneapolis, MN 55406	612-871-5111 24-Hour Support Line	Mental Health, Victim Advocacy, Legal Assistance
<a href="#">Tubman</a>	Multiple Metro Locations	612-825-0000 24-Hour Support Line	Mental Health, Victim Advocacy, Legal Assistance
<a href="#">Domestic Abuse Project</a>	1121 NE Jackson Street Suite 105 Minneapolis, MN 55413	612-874-7063 x232 M-F 9a-5p <a href="mailto:firstcall@mndap.org">firstcall@mndap.org</a>	Mental Health, Victim Advocacy, Legal Assistance
<a href="#">International Institute of MN</a>	1694 Como Avenue St. Paul, MN 55108	651-647-0191 M-F 8:45a-5p	Visa and Immigration Assistance
<a href="#">Immigrant Law Center of Minnesota</a>	450 Syndicate Street Suite 200 St. Paul, MN 55104	1-800-223-1368	Visa and Immigration Assistance

## Minneapolis College's response to reports of sexual assault, relationship violence, or stalking

When a case of sexual assault, relationship violence, or stalking is reported, Minneapolis College will provide written notification to victims about their options, available assistance, and how to request changes to academic, living, transportation, and working situations, as well as supportive measures. Other supportive measures may include, but are not limited to, counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus. Requests for these accommodations can be made to the Title IX Officer. The College will make every effort to implement requested changes if they are reasonably available.

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

The confidentiality of information in a complaint or obtained during an investigation cannot be guaranteed; such information, however, will be handled in accordance with applicable federal and state data privacy laws.

Any accommodations or protective orders provided will be maintained as confidential to the extent that maintaining such confidentiality will not impair the ability of the College to provide the accommodations or protective measures. Only staff with a need to know are given the necessary details to respond appropriately.

All publicly available records, including Clery Act reports and disclosures, will exclude any personally identifiable information about the victim.

## **Minneapolis College disciplinary process for sexual assault, dating violence, domestic violence or stalking**

This information is a summary of system procedures [1B.1.1 Investigation and Resolution](#) and [1B.3.1 Response to Sexual Violence and Title IX Sexual Harassment](#)

### **General Principles**

Investigation and disciplinary procedures are guided by principles that ensure fairness, dignity, and respect for all individuals involved. The process avoids blaming the complainant and proceeds as promptly as possible. Both student complainants and respondents may have a support person or advisor present, and employees have the right to union representation in line with their employment agreements. All procedures follow due process and privacy laws, apply a “preponderance of the evidence” standard, and provide both parties with timely, simultaneous notice of the outcome, as allowed by law.

### **Training**

Investigators and decision-makers must complete training provided by the Minnesota State system office and must receive annual training on issues related to domestic violence, dating violence, sexual assault and stalking and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.

### **Timelines**

The College aims to complete disciplinary processes related to sexual assault, dating violence, domestic violence or stalking as promptly as possible, typically within 60–90 calendar days of the complaint, unless there’s a reasonable cause for delay (e.g., witness unavailability or concurrent criminal investigations).

Parties will be notified if additional time is needed.

Summary suspensions for students require resolution within nine (9) class days after suspension begins.

## Filing a Complaint

For complaints involving students	Vice President of Student Affairs	K.2100	612-659-6707	<a href="#">Title IX report form</a>
For complaints involving employees	Vice President of Human Resources and Workforce Equity	K.1100	612-659-6572	<a href="#">Title IX report form</a>
All complaints	Public Safety	Ask Me Desk – Hennepin Skyway	612-659-6910	

## Informal Resolution

The Title IX Coordinator may offer an informal resolution process if a formal complaint is filed and after providing both parties notice of the allegations. The parties must voluntarily consent, in writing, to the informal resolution process. At any time before agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the formal complaint process.

## Investigation Steps

### Jurisdiction & Process Determination

The Title IX Coordinator reviews your complaint and decides which procedure applies:

- Title IX formal complaint process (if allegations meet Title IX definitions).
- College disciplinary procedures (if they don't).

This decision is based on what happened (was it based on sex), where it happened (did it happen within the United States), and whether it occurred within the college's programs or activities.

### Notice & Information Sharing

Both the complainant and respondent are informed in writing of the allegations, receive a copy of College policies and written notification of their rights, options and available supportive measures.

### Investigation

The Title IX Coordinator conducts interviews, collects evidence, and shares all relevant information with both parties for review.

Both sides get at least 10 calendar days to review and respond to the evidence before a final investigative report is issued.

## **Investigative Report**

A written report summarizing the evidence is provided to both parties at least 10 days before any hearing or final determination.

## **Decision-Making Process**

### **For Title IX complaints:**

A formal hearing is held by the Minnesota Office of Administrative Hearings.

Both parties can bring an advisor; if they don't have one, the college provides one free of charge.

The administrative law judge makes a recommendation to the College's decision-maker.

The College decision-maker issues a written determination on responsibility, sanctions, and appeal options. This information is delivered to both the complainant and the respondent simultaneously. The determination becomes final either on the date that the college or university provides the parties with written determination of the result of the appeal; or if an appeal is filed; or if an appeal is not filed, the date on which an appeal would no longer be considered timely.

### **For other complaints:**

College officials complete the investigation, make findings, and determine appropriate sanctions without a formal hearing.

## **Evidence standard**

All determinations use a preponderance of the evidence standard—meaning it's more likely than not that a policy was violated.

## **Sanctions**

Possible sanctions include no-contact directives, probation, suspension, expulsion for students, or reassignment, administrative leave, or termination for employees.

Decisions consider the severity of the behavior, past conduct, and other relevant factors.

## **Appeals**

Both complainant and respondent have 10 calendar days from the decision notice to file a written appeal with the college president or designee.

Appeals are allowed for:

- Procedural errors affecting the outcome
- New evidence not previously available
- Conflicts of interest or bias by the Title IX Coordinator or decision-maker

## **Confidentiality & Retaliation**

The college protects privacy under federal and state laws but cannot guarantee complete confidentiality due to safety and legal requirements.

Retaliation is prohibited—any attempt to intimidate or punish someone for reporting or participating in an investigation will lead to disciplinary action.

## **Location of Law Enforcement Agency Information Regarding Registered Sex Offenders**

The Federal Campus Sex Crimes Prevention Act, effective October 28, 2002, requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a state regarding registered sex offenders may be obtained. It also requires sex offenders already required to register in a state to provide notice of each institution of higher education in that state at which the person is employed, carries on a vocation, or is a student.

The Minnesota Bureau of Criminal Apprehension administers a predatory offender registration and tracking program. Information regarding this program including general information on registration requirements and notification procedures can be found at the following website: <https://por.state.mn.us/home.aspx>

Any questions regarding the program may be directed to the Criminal Assessment Program at 1-888-234-1248 or 651-793-7070.

Information regarding registered sex offenders may be obtained through the Minneapolis Police Department (MPD). MPD may be contacted at 612-673-2817.

In addition, information regarding registered sex offenders may be obtained through the Minnesota Department of Corrections at 651-642-0200. An offender locator, for offenders that have the highest risk for re-offense, can be accessed from the Minnesota Department of Corrections website: <https://coms.doc.state.mn.us/publicregistrantsearch>

## Hazing

Minneapolis College is committed to fostering a safe and inclusive campus environment free from hazing. In compliance with the Stop Campus Hazing Act, signed into law on December 23, 2024, and effective as of January 1, 2025, the institution has implemented policies and procedures to prevent, address, and report hazing incidents. This federal legislation amends the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) to include hazing as a reportable offense and mandates enhanced transparency and prevention efforts.

### Definitions:

#### Federal Law

Hazing is any intentional, knowing, or reckless act committed by a person (whether individually or in concert with other persons) against another person or persons regardless of the willingness of such other person or persons to participate, that: is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization; and causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury including—

- whipping, beating, striking, electronic shocking, placing of a harmful substance on someone's body, or similar activity;
- causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or other similar activity;
- causing, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs, or other substances;
- causing, coercing, or otherwise inducing another person to perform sexual acts;
- any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct;
- any activity against another person that includes a criminal violation of local, State, Tribal, or Federal law; and
- any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, State, Tribal, or Federal law.

## Minneapolis College

An act which endangers the mental or physical health or safety of a person, subjects a person to humiliation or ridicule, or which destroys or removes public or private property for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in a student group, organization, or athletic team.

Minneapolis College may hold students accountable for a violation under the student code of conduct for conduct committed on/off campus when:

- Hazing is involved; or
- The violation is committed while participating in a college- or university-sanctioned or sponsored activity; or
- The victim of the violation is a member of the college or university community; or
- The violation constitutes a felony under state or federal law; or
- The violation adversely affects the educational, research, or service functions of the college or university.

## Applicable local, state, and tribal laws

### Minnesota Statute 135A.155 HAZING POLICY

The Board of Trustees of the Minnesota State Colleges and Universities shall, ..., adopt a clear, understandable written policy on student conduct, including hazing. The policy must include procedures for reporting incidents of inappropriate hazing and for disciplinary actions against individual violators and organizations. The policy shall be made available to students by appropriate means as determined by each institution, which may include publication in a student handbook or other institutional publication, or posting by electronic display on the Internet, and shall be posted at appropriate locations on campus.

## How do I report hazing?

<b>Minneapolis College Student Rights &amp; Responsibilities</b>
<b>Walk in:</b> T. 2200 Student Resource Center
<b>Phone:</b> 612-200-5293

<b>Minneapolis College Public Safety Department</b>
<b>Walk in:</b> AskMe Desk located in the Hennepin Skyway
<b>Phone:</b> 612-659-6910

## Investigating and Adjudicating Hazing Allegations

Allegations of hazing will be addressed through procedures outlined in [Procedure 4.04.01 Student Code of Conduct Procedure](#). The procedure can be viewed in its entirety by clicking the link. The following is a summary of that procedure.

When a report of hazing is made, the student conduct officer evaluates and determines there is sufficient evidence to support the complaint.

The student conduct officer will contact the accused student and offer them an opportunity to resolve the violation with an informal meeting.

Prior to the informal meeting the accused student will be provided with:

- Oral or written notice of the complaint.
- A copy of the Student Code of Conduct.
- Oral or written notice summarizing the evidence in the complaint and specifying the policy or part(s) of the Student Code of Conduct they are accused of violating.
- A Tennessean Notice

During the informal meeting, the Student Conduct Officer or designee will review the complaint and allow the accused student to present information and a defense against the complaint. The accused student may have a support person present.

After the meeting, the Student Conduct Officer will notify the accused student in writing of the outcome. This notification will include whether a Student Code of Conduct violation was found based on a preponderance of the evidence, any sanctions imposed, and information about appeal options.

If the student does not attend the informal meeting, the Student Conduct Officer or designee may impose an appropriate sanction. The student will be notified of the sanction in writing, including information about any applicable right to appeal. This notification will be sent to the student's college-assigned email account.

### Appeals

Students found to be responsible for a conduct violation will be provided an avenue of appeal within the College.

#### **Appeal Process for sanctions other than long-term suspension or expulsion**

A student who receives a sanction other than long-term suspension (10 days or more) or expulsion has the right to request an appeal meeting with the Dean of Students or designee.

In this process, the Dean or designee will meet with the student, review the case materials and any new information provided, and decide whether to uphold, modify (without increasing), or overturn the original sanction. The decision is final. The student will be notified of the outcome in writing.

## **Appeal Process for Long-term Suspension or Expulsion**

A student who received a sanction of a long-term suspension or expulsion may accept the sanction or may request a formal hearing.

When a student requests a formal hearing within the required timeframe, the College will notify them in writing of the hearing's date, time, and location. The notice will include a list of possible witnesses and evidence, information about the student's right to bring a support person or interpreter, the potential for related criminal charges, the option to consult an attorney, and the requirement to submit a summary of their own witnesses and evidence by a set deadline.

The student may choose to have the hearing conducted either by the Vice President of Student Affairs (or designee) or a College Conduct Committee.

During the hearing:

- The Student Conduct Officer presents the complaint and evidence first.
- The student may then respond and present their own evidence.
- Only materials presented during the hearing will be considered.
- The hearing is closed unless a compelling reason exists and both parties agree to an open session.
- Support persons may attend but cannot speak or participate in the proceedings.

If a Conduct Committee hears the case, they will deliberate in closed session and make a recommendation to the Vice President of Student Affairs or designee, who will then make the final decision. If the Vice President or designee conducts the hearing directly, they will make the final decision after reviewing the evidence.

A written decision will be provided to the student within a reasonable timeframe. Delivery is considered effective either when hand-delivered or two days after being emailed to the student's college account. If a long-term suspension or expulsion is upheld, the notice will include the student's right to a contested case hearing under Minnesota law.

### **Contested Case Hearings**

If a long-term suspension or expulsion is upheld after a formal hearing, the student has the right to request a contested case hearing before an administrative law judge, under Minnesota Statutes Chapter 14.

If a student requests a contested case hearing, the College will then arrange the hearing through the Office of Administrative Hearings, and the student will be informed of the hearing's date, time, and location. The proceeding will follow the Office's official contested case procedures, and a judge will be appointed under Minnesota Statutes §14.50.

After the hearing, the judge will issue a report with a recommendation to the College President, who will make a final decision within a reasonable timeframe. The President's decision is final.

## Hazing Prevention and Awareness Training

Minneapolis College has implemented a comprehensive, campus-wide hazing prevention program.

This program includes:

- Mandatory hazing awareness and prevention education for all incoming students during orientation; Hazing is or should be included in Student Code of Conduct training at Orientation.
- Annual training for members of student organizations, faculty, and staff on recognizing, preventing, and reporting hazing;
- Resources and support services for students affected by hazing, available through the Student Resource Center
- Ongoing campaigns to promote a culture of respect and safety, such as bystander intervention training and hazing awareness campaigns from Student Life

## Campus Hazing Transparency Report

Starting July 1, 2025, Minneapolis College collects information on hazing incidents involving student organizations found in violation of our standards of conduct. When incidents occur, this information is summarized in the Campus Hazing Transparency Report (CHTR), which will be publicly available on our website at <https://minneapolis.edu/student-services/public-safety> no later than December 23, 2025, and updated at least twice annually (January 15 and July 15). The CHTR includes the name of the organization, a general description of the violation, dates of the incident and investigation, findings, and any sanctions imposed, while protecting personally identifiable information in compliance with applicable privacy laws.

## Clery Geography



The outlined area represents the reporting area for Minneapolis College's main campus. This area includes Loring Park and the public streets and sidewalks running through, and immediately adjacent to, campus. Non-Campus property is not represented by this map.

**Minneapolis College does not own or operate any student housing facilities.**

**On-Campus Buildings:**

Ackerberg Science Center	1301 Hennepin Ave S
Bowman Hall	1501 Hennepin Ave S
Helland Center	1423 Harmon Place
Kopp Hall	1501 Hennepin Ave S
Management Education Center	1300 Harmon Place
Parking Ramp	1420 Hennepin Ave S
Technical Building	1415 Hennepin Ave S
Wheelock Whitney Library	1501 Hennepin Ave S
Whitney Center for Fine Arts	1424 Yale Place

**Non-Campus Property**

Delta Building C	7500 Airline Dr. Minneapolis, MN
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**Public Property:**

Loring Park	1382 Willow St
Maple Street	From Hennepin Ave S to Harmon Place
16 <sup>th</sup> St N	From Laurel Ave W to Hennepin Ave S
Laurel Ave W	From 16 <sup>th</sup> St N to Hennepin Ave S
Hennepin Ave S	From 16 <sup>th</sup> St to 13 <sup>th</sup> St
13 <sup>th</sup> Street S	From Hennepin Ave S to Harmon Place
Spruce Place	From Hennepin Ave S to Harmon Place
Yale Place	1424 Yale Place to Willow St
Harmon Place	From Spruce Place to 13 <sup>th</sup> St S

## Crime Statistics

### Criminal Offenses

2024	On-Campus	Public Property	Non Campus	Unfounded
Murder/Non-Negligent Manslaughter	0	0	0	0
Manslaughter by Negligence	0	0	0	0
Rape	1	0	0	0
Fondling	0	1	0	0
Incest	0	0	0	0
Statutory Rape	0	0	0	0
Robbery	0	1	0	0
Aggravated Assault	3	2	0	0
Burglary	2	0	0	0
Motor Vehicle Theft	7	7	0	0
Arson	0	1	0	0

2023	On-Campus	Public Property	Non Campus	Unfounded
Murder/Non-Negligent Manslaughter	0	0	0	0
Manslaughter by Negligence	0	0	0	0
Rape	0	1	0	0
Fondling	1	0	0	0
Incest	0	0	0	0
Statutory Rape	0	0	0	0
Robbery	1	4	0	0
Aggravated Assault	0	0	0	0
Burglary	0	0	0	0
Motor Vehicle Theft	1	3	0	0
Arson	0	1	0	0

2022	On-Campus	Public Property	Non Campus	Unfounded
Murder/Non-Negligent Manslaughter	0	0	0	0
Manslaughter by Negligence	0	0	0	0
Rape	0	0	0	0
Fondling	0	0	0	0
Incest	0	0	0	0
Statutory Rape	0	0	0	0
Robbery	0	3	0	0
Aggravated Assault	0	3	0	0
Burglary	0	0	0	0
Motor Vehicle Theft	5	6	0	0
Arson	0	1	0	0

### VAWA Offenses

2024	On Campus	Public Property	Non-Campus
Dating Violence	0	0	0
Domestic Violence	2	2	0
Stalking	5	0	0

2023	On Campus	Public Property	Non-Campus
Dating Violence	0	0	0
Domestic Violence	1	2	0
Stalking	5	0	0

2022	On Campus	Public Property	Non-Campus
Dating Violence	1	0	0
Domestic Violence	1	1	0
Stalking	1	2	0

### Arrests and Referrals for Discipline

2024	On-Campus	Public Property	Non-Campus
<b>Liquor Law Violations</b>			
Arrests	0	9	0
Referrals	0	0	0
<b>Drug Law Violations</b>			
Arrests	0	3	0
Referrals	0	0	0
<b>Weapons Law Violations</b>			
Arrests	0	0	0
Referrals	2	0	0

2023	On-Campus	Public Property	Non-Campus
<b>Liquor Law Violations</b>			
Arrests	0	12	0
Referrals	0	0	0
<b>Drug Law Violations</b>			
Arrests	0	5	0
Referrals	6	0	0
<b>Weapons Law Violations</b>			
Arrests	0	8	0
Referrals	0	0	0

2022	On-Campus	Public Property	Non-Campus
<b>Liquor Law Violations</b>			
Arrests	0	17	0
Referrals	1	0	0
<b>Drug Law Violations</b>			
Arrests	0	3	0
Referrals	0*	0	0
<b>Weapons Law Violations</b>			
Arrests	0	1	0
Referrals	0	0	0
<p>* Previous versions of this report listed 3 On-Campus Referrals for Drug Law Violations. During an self-initiated audit it was discovered that this was an error. There were zero on-campus referrals for drug law violations in 2022. This information has been updated with the US Department of Education.</p>			

## Bias Motivated Crimes

The following table depicts reported crimes that were motivated by bias. In addition to murder/non-negligent manslaughter, negligent manslaughter, forcible and non-forcible sex offenses, arson, robbery, aggravated assault, burglary and motor vehicle theft, the crimes of larceny-theft, simple assault, intimidation, and destruction/damage/vandalism of property are included in the list of crimes that must be reported as hate crime statistics if there is evidence that the crime was perpetrated by the offender's bias toward the victim's actual or perceived race, gender, gender identity, religion, sexual orientation, ethnicity, national origin, or disability.

Year	Crime	Bias-Motivation	Location
2024	Intimidation	Sexual Orientation	On-Campus
2024	Simple Assault	Race	On-Campus
2023	Intimidation	Race	Public Property
2023	Intimidation	Sexual Orientation	On-Campus
2022	<b>No Bias Crimes Reported</b>		

## Hazing

Data collection for hazing incidents began on January 1, 2025, and will be reported in the 2026 Annual Security Report, covering incidents from the 2025 calendar year. No statistics are available for prior years, as this is a new reporting requirement under the Stop Campus Hazing Act.

## Unfounded Cases

Minneapolis College did not have any unfounded cases in 2024, 2023, or 2022. Cases may only be unfounded by a licensed peace officer when an investigation finds that a report was false or baseless.

## Personal Security Recommendations

Minneapolis College Public Safety helps to ensure the safety and security of the campus community. However, the best protection against crime is by taking appropriate steps in preventing crime from happening. Public Safety encourages the campus community to be responsible for their own security and the security of others.

Call for a Safe Walk. Public Safety Officers are available to provide a Safe Walk around campus and to areas near the campus during normal operating hours. To request a Safe Walk call 612-659-6910.

Be aware of when Minneapolis College Public Safety Officers are on duty. Minneapolis College Public Safety staff patrol the campus during normal operating hours and can be reached at 612-659-6910.

### **Protect your property:**

- Take part in Operation Identification, a program offered by many local law enforcement agencies to mark valuables with a unique ID number.
- Never leave personal belongings—such as purses, backpacks, briefcases, calculators, or electronics—unattended. Always take them with you when leaving your office or classroom.
- Lock your office or room whenever you step away, even if only for a short time.
- Take valuable items home with you whenever possible.
- Always park your bicycle in designated campus bike racks and secure it with a reliable lock. Minneapolis College Public Safety recommends using a U-lock for maximum security.
- Keep a written or digital record of serial numbers for valuable items like laptops, tablets, phones, and music players.
- Memorize your cloud account passwords and enable tracking and remote wipe features on your devices in case of theft.

### **Protect your automobile:**

- Always lock your doors and take your keys with you—never leave them inside the car.
- Park in well-lit, high-traffic areas whenever possible.
- Keep valuables out of sight; avoid leaving items visible inside your vehicle.

### **Protect yourself while walking and/or exercising outside:**

- Avoid walking or exercising alone after dark. If you must travel alone at night, use the Minneapolis College Public Safety Safe Walk Service by calling 612-659-6910. An officer can accompany you to your on-campus destination or nearby locations.
- Stick to well-lit, well-traveled paths.

- Stay aware of your surroundings. If you think someone is following you, change direction, cross the street, call out for help, or head toward a well-lit area or group of people.
- When returning to your vehicle, have your keys ready. Keep personal items and valuables secure, hidden, and close to your body.

**Help us protect you:**

- If you see any suspicious activity on or near campus, call Minneapolis College Public Safety immediately at 612-659-6900. Do not assume that what you observe is an innocent event or that it has already been reported.
- Suspicious Behavior may include the following:
  - Loitering about at unusual hours or locations
  - Running, especially if something of value is being carried
  - Going room to room trying door handles
  - Exhibiting unusual mental or physical symptoms
  - Person(s) could be under the influence of drugs, or alcohol, or need medical or psychiatric assistance
  - The selling of goods for personal profit is not permitted at Minneapolis College. Violations of this rule should be reported to Public Safety immediately.

# *Drug and Alcohol Abuse Prevention Program*

## **Policy 4.06 Drug and Alcohol-Free Campus and Worksite Policy**

### **Part 1. Scope of Policy**

The Minneapolis College Drug-and Alcohol-Free Campus Policy is for Students and Employees of the College and includes all campus locations.

### **Part 2. Purpose**

Minneapolis College, along with all Minnesota State Colleges and Universities (Minnesota State), is committed to ensuring an educational and employment environment where students and employees can work, learn and develop to their full potential. Because the use and abuse of alcohol and controlled substances negatively impact the ability of students and employees to work, learn, and develop to their full potential, and to comply with federal and state laws, Minneapolis College has adopted and will implement the following drug-and alcohol-free campus policy.

### **Part 3. Drugs, Alcohol Prohibited**

The unlawful manufacture, growing, possession, use, dispensation, sale, or distribution of controlled substances (including marijuana/cannabis); and the manufacture, use, sale, distribution, or possession of alcoholic beverages by Minneapolis College students and Minneapolis College employees is strictly prohibited:

1. On Minneapolis College property
2. While participating in a student activity, activities sponsored by officially recognized student organizations, or an event or activity sponsored or sanctioned by Minneapolis College or Minnesota State, including off-site activities
3. While performing work, including overtime work and rest breaks.

#### **Subpart A. Exceptions**

The use of alcoholic beverages may be permitted only for:

1. Minneapolis College or Minnesota State educational/awareness programs; or
2. A specific event or circumstance authorized by Minnesota State or Minneapolis College.

However, in no case may students or employees violate Liquor Laws.

#### **Subpart B. Employees**

No Minneapolis College employee may:

1. Report to work under the influence of alcohol, controlled substances or other drugs which affect her/his alertness, coordination, reaction, response, judgment, decision-making or safety; or

2. Operate, use or drive any Minneapolis College or Minnesota State equipment, machinery or vehicle while under the influence of alcohol, controlled substances or mind-altering drugs.

An employee who is under the influence of alcohol, controlled substances, or other mind-altering drugs, or who is taking medically authorized drugs or other substances which may affect job performance, has an affirmative duty to immediately notify the appropriate supervisor that the employee's mental or physical condition precludes her/his ability to operate, use or drive Minneapolis College or Minnesota State equipment.

Employees are discouraged from consuming alcoholic beverages off-site during lunch or dinner meals when returning to perform work on behalf of Minneapolis College. In any situation subsequent to the intake of alcohol, an employee whose behavior or condition adversely affects her/his performance is subject to discipline.

Since engaging in off-duty sale, purchase, transfer, use or possession of controlled substances may have a negative effect on an employee's ability to perform his/her work, an Minneapolis College employee involved in such circumstances is subject to discipline.

Employees working on federal grants or contracts who are convicted of a criminal drug statute violation occurring in the workplace are required to notify Minneapolis College or Minnesota State within five (5) working days of such a conviction.

#### **Part 4. Marijuana/Cannabis**

While according to state law the possession, transportation, and use of marijuana/cannabis is legal for those 21 years or older in the State of Minnesota as of August 1st, 2023, federal law continues to classify its use or possession as illegal (per the federal Controlled Substances Act).

Because of the federal Controlled Substances Act, the [Drug-Free Schools and Communities Act](#), and the Drug-Free Workplace Act, Minneapolis College classifies marijuana/cannabis (including its derivatives, products, and cannabinoids) as a controlled substance and prohibits it as described in Part 3 of this Policy. This prohibition is required as a condition of receiving federal financial assistance and similar guidelines regarding federal contracts.

There are no exemptions to the prohibition of marijuana/cannabis at the College. Individuals who have approval from a healthcare professional to use marijuana/cannabis for medicinal purposes are still prohibited from its use on campus and campus locations and must abide by all parts of this policy.

## **Part 5. Penalties for Policy Violations**

Minneapolis College employees and students who violate this policy are subject to Minneapolis College and Minnesota State sanctions and may be subject to legal sanctions under local, state, or federal law.

Minneapolis College students will be disciplined according to the Student Code of Conduct. Disciplinary sanctions include, but are not limited to, warning, confiscation, restitution, dismissal, suspension, expulsion, and referral for prosecution.

Minneapolis College employees covered by a Collective Bargaining Agreement will be disciplined according to the process delineated in the appropriate agreement. Other employees will be disciplined according to the Excluded Administrators Plan or the Commissioner's Plan. Discipline may include, but is not limited to, oral and written reprimand, suspension, termination, and referral for prosecution.

## **Part 6. Information**

Minneapolis College provides voluntary educational programs designed to inform students and staff about the health risks associated with drug and alcohol use, community resources available to assist individuals dealing with drug and/or alcohol abuse issues, the legal ramifications associated with illegal use of drugs and/or alcohol, and penalties for policy violations under Minnesota Law.

Legal Penalties

### **Minneapolis Ordinances**

#### **364.40. Consuming in public.**

No person shall consume intoxicating liquor as defined by Minnesota Statutes, Section 340A.101, Subdivision 14, or non-intoxicating malt liquor as defined by Minnesota Statutes, Section 340A.101, Subdivision 10, while (1) in a public street, highway, alley, sidewalk, boulevard, or any place frequented by the public; (2) on any private property without the consent of the owner of such property; or (3) while in duly licensed on-sale premises, or if otherwise authorized by law. (Code 1960, As Amend., § 853.030; 80-Or-268, § 1, 11-14-80; Pet. No. 251179, § 35, 12-29-89)

#### **364.45. Loitering in possession of open bottle.**

No person shall loiter in any public street, highway, alley, sidewalk, boulevard or any other public property, or on any private property without consent of the owner of such property, while in possession of any bottle or other receptacle containing intoxicating liquor or non-intoxicating malt liquor which has been opened, or the seal broken, or the contents partially removed, with intent to consume such intoxicating liquor or non-intoxicating malt liquor.

This section shall not prohibit the possession of alcoholic beverages at duly licensed on-sale premises if otherwise authorized by law.

Persons in violation of these ordinances may be subject to a fine.

## **Minnesota Law**

Under Minnesota law, it is a crime for any person to drive, operate, or be in physical control of any motor vehicle when the person is under the influence of alcohol or a controlled substance.

A person who commits first-degree driving while impaired is guilty of a felony and may be sentenced to imprisonment for not more than seven years, or to payment of a fine of not more than \$14,000, or both.

Other penalties for violating state laws prohibiting driving under the influence include:

- Driver's license suspension or revocation;
- Impounding motor vehicles;
- Further criminal prosecution

Under Minnesota law, it is also a crime for a person under the age of 21 years to consume, possess or purchase any alcoholic beverages.

- Underage consumption: \$100 fine.
- Possession by persons under 21: \$100 fine.
- Use of false identification for alcohol purchase: \$100 fine.
- Furnishing alcohol to persons under 21: \$3,000 fine and/or 1 year in jail

Guidelines for the sentencing of any person convicted of drug and alcohol-related criminal offenses are established by the Minnesota Sentencing Guidelines Commission. The actual length of a sentence depends upon the individual's criminal and driving history.

Possession or sale of controlled substances, including but not limited to, narcotics, depressants, stimulants, hallucinogens, and cannabis, is prohibited by Minnesota law. Penalties for controlled substance crimes include:

### **First Degree**

Sale: 10+ grams of cocaine, 50+ grams of other narcotic drug, 200+ doses hallucinogen, 50 kilos marijuana, or 25+ kilos marijuana in a school zone, park zone, or public housing zone.

Possession: 25+ grams cocaine, 500+ grams of other narcotic drug, 500+ doses hallucinogen, 110+ kilos of marijuana.

Penalty: 0 to 40 years, 4-year mandatory minimum if prior drug felony; up to \$1,000,000 fine. 0 to 40 years, 2<sup>nd</sup> offense.

### **Second Degree**

Sale: 3+ grams cocaine, 10+ grams of other narcotic drug, 50+ doses hallucinogen, 25+ kilos marijuana, or sale of a Schedule I or II narcotic drugs of 5+ doses hallucinogen or methamphetamine either to a person under 18 or in a school zone, park zone, or public housing zone.

Possession: 6+ grams cocaine, 50+ grams of other narcotic drug, 100+ doses hallucinogen, 50+ kilos marijuana.

Penalty: 0 to 40 years, 3-year mandatory minimum if prior drug felony; up to \$500,000 fine.

### **Third Degree**

Sale: Narcotic drug, 10+ doses hallucinogen, 5+ kilos marijuana, or sale of any Schedule I, II, or III drugs (except a Schedule I or II narcotic drug or marijuana) to a person under 18 or employment of person under 18 to sell the same.

Possession: 3+ grams cocaine, 10+ grams of other narcotic drug, 10+ kilos marijuana, and any amount of a Schedule I or II narcotic drug or LSD or methamphetamine or 5+ kilos marijuana in a school zone, park zone, or public housing zone.

Penalty: 0 to 30 years, 2-year mandatory minimum if prior drug felony, up to \$250,000 fine. Between 0 to 30 years, 2<sup>nd</sup> or subsequent offense.

### **Fourth Degree**

Sale: Any Schedule I, II, or III drugs (except marijuana), or sale of marijuana in a school zone, park zone, or public housing zone or any Schedule IV or V drug to a person under 18 or conspiracy for the same.

Possession: 10 doses hallucinogen, any amount of a Schedule I, II, or III drugs (except marijuana) with intent to sell it.

Penalty: 0 to 30 years, 1-year mandatory minimum if prior drug felony, up to \$100,000 fine.

### **Fifth Degree**

Sale: Marijuana or any Schedule IV Drug.

Possession: All Schedule I, II, III, IV drugs except 42.5 grams or less of marijuana. Any prescription drugs obtained through false pretenses or forgery.

Penalty: 0 to 5 years, 6-month mandatory minimum if prior drug felony; up to \$10,000 fine.

## **Federal Law**

### **Schedule I Drugs (Penalty for Possession)**

First Offense: 10 years to life, 10-year mandatory minimum; if death or serious injury, 20-year minimum; up to \$4 million fine individual, \$10 million other than individual.

Second Offense: 20 years to life, 20-year mandatory minimum, if death or serious injury, not less than life; up to \$8 million fine individual, \$20 million other than individual.

### **Schedule II Drugs (Penalty for Possession)**

First Offense: 5 to 40 years, 5-year mandatory minimum; if death or serious injury, 20-year minimum, up to \$2 million fine individual. \$5 million other than individual.

Second Offense: 10 years to life, 10-year mandatory minimum, if death or serious injury, not less than life; up to \$4 million fine individual, \$10 million other than individual.

**Schedule I or Schedule II Controlled Drugs (Penalty for Possession)**

First Offense: 0 to 20 years, if death or serious injury, 20-year minimum, not more than life; up to \$1 million fine individual, \$5 million other than individual.

Second Offense: 0 to 30 years, if death or serious injury, not less than life; up to \$2 million fine individual, \$10 million other than individual.

**Schedule III Drugs (Penalty for Possession)**

First Offense: 0 to 5 years, up to \$250,000 fine individual, \$1 million other than individual.

Second Offense: 0 to 10 years; up to \$500,000 fine individual, \$2 million other than individual.

**Schedule IV Drugs (Penalty for Possession)**

First Offense: 0 to 3 years, up to \$250,000 fine individual, \$1 million other than individual.

Second Offense: 0 to 6 years, up to \$500,000 fine individual, \$2 million other than individual.

**Schedule V Drugs (Penalty for possession)**

First Offense: 0 to 1 year, up to \$100,000 fine individual, \$250,000 other than individual.

Second Offense: 0 to 2 years, up to \$200,000 fine individual, \$500,000 other than individual.

**Health Risks**

The health risks associated with alcohol and illicit drug use and abuse can be significant and can have an impact on physical, mental, social, and financial health as well as impact academic success and engagement.

Minneapolis College participates in the College Student Health Survey put out by the University of Minnesota for specific drug and alcohol related statistics.

**Alcohol Use and Abuse:**

Alcohol use and abuse can lead to many health consequences which include, but are not limited to: cardiovascular disease, insomnia, compromised immune system, memory loss, diabetes, accidents/trauma/injury, violence, dementia, organ failure (liver cirrhosis), depression, anxiety, financial difficulties, and social difficulties.

Drinking problems can negatively impact mental health as alcohol abuse and alcoholism can also worsen existing conditions such as depression or anxiety. Furthermore, alcohol problems often extend beyond the drinker to his/her spouse and children as well.

**Illicit Drug Use and Abuse:**

Illicit Drug Use and abuse has been linked to many negative health consequences as well.

Marijuana use and abuse can lead to pulmonary, issues/disease, cancer, psychosocial impacts, poor motivation, reproductive health issues, and can lead to other addictions and substance abuse. Being under the influence of other illicit drugs can have similar negative consequences.

Opiate use and abuse has become a nationwide epidemic. Negative effects of opiate use and abuse include, but are not limited to nausea, vomiting, weakened immune system, slow respiratory rate, increased risk of HIV or other infectious diseases, hepatitis, hallucinations, and death.

## Resources

### **Campus Resources**

Boynton Student Health Center 612-659-6384 H3400

Campus Public Safety 612-659-6910 R3100

Counseling Office 612-659-6709 T2200

Minneapolis College Human Resources 612-659-6840 K1100

### **Community Resources**

Alcoholics Anonymous

952-922-0880

[www.aaminneapolis.org](http://www.aaminneapolis.org)

Avivo

1900 Chicago Avenue Minneapolis, MN 55404

612-752-8000

<https://avivomn.org/>

CLUES (Comunidades Latinos Unidos en Servicios)

777 East Lake St. Minneapolis, MN 55407

612-746-3500

[www.clues.org](http://www.clues.org)

Hennepin County Front Door

612-348-4111

<https://www.hennepin.us/residents/health-medical/mental-health-substance-use>

Agate Housing + Services

2309 Nicollet Avenue Minneapolis, MN 55404

612-874-0311

<https://agatemn.org/get-help/>

People Incorporated

3000 Ames Crossing Road, Suite 600 Eagan, MN 55121

612-774-0011

<https://peopleincorporated.org/>

Indian Neighborhood Club

1805 Portland Avenue South Minneapolis, MN 55404

612-871-7412

<https://indianneighborhoodclub.org/>

Metro Hope Ministries  
2739 Cedar Avenue South Minneapolis, MN 55407  
612-721-9415  
[www.metrohope.org/](http://www.metrohope.org/)

Minnesota Adult & Teen Challenge  
740 E. 24th Street Minneapolis, MN 55404  
612-373-3366  
<http://www.mntc.org/>

North Point Health & Wellness Center  
2220 Plymouth Avenue North Minneapolis, MN 55411  
612-543-2500  
<https://www.northpointhealth.org/>

NuWay House, Inc.  
2217 Nicollet Ave. S Minneapolis, MN 55404  
612-767-0309  
<https://www.nuway.org/>

Salvation Army Harbor Light Center  
1010 Currie Avenue Minneapolis, MN 55403  
612-767-3100  
[Harbor Light Center](#)

Tubman (Chrysalis Center)  
4432 Chicago Avenue South Minneapolis, MN 55407  
612-825-3333  
[Home : Tubman](#)

Turning Point, Inc.  
1500 Golden Valley Road Minneapolis, MN 55411  
612-520-4004  
<http://turningpointrecoveryinc.com/>

### **Collegiate Recovery Program**

Minneapolis College's Collegiate Recovery Program (CRP) is a program within the Division of Student Affairs, founded in 2017. The CRP is committed to supporting all students in recovery from substance use disorders to finding academic and personal success. Minneapolis College's Collegiate Recovery Program has been named by the Association of Recovery in Higher Education (ARHE) as the 100th collegiate program related to recovery in Higher Education. Among the nation's 1,462 community colleges, Minneapolis College has the 5th ARHE-recognized program aimed at supporting all students in recovery through interpersonal and cross-cultural communications. The CRP is a collaborative effort between the University of Minnesota's Boynton Health (Student Health Clinic) and Minneapolis College's Addiction Counseling academic program, Student Affairs and Student Life, and our Addiction Counseling Club. The collaboration extends into the greater metro area with a number of programs and community resources. The program is also supported by the Dean of Students, Director of Student Life, a Collegiate Recovery Coordinator from Boynton Student Health Clinic, two student workers, and AmeriCorps Recovery Corps members: Recovery Navigator.

### **Addiction Counseling Program**

The Addiction Counseling Program prepares students for required Minnesota Alcohol and Drug Counselor licensure. Minneapolis College also has an articulation agreement with Metropolitan State University (MSU) where students can complete baccalaureate level education in the field. MSU coursework is offered at the Minneapolis College campus location.

Degrees, diplomas, and certificates (with articulations)

- Addiction Counseling A.S. Degree (B.S., Alcohol and Drug Counseling, Metropolitan State University)
- Addiction Counseling Diploma

**COUN 1500 Drugs in the Community** - This course is designed to acquaint you with the physiological, psychological, and sociological aspects of commonly abused drugs in the community. Topics include drugs of abuse (marijuana, alcohol, cocaine, etc.); substance abuse among people in the community (youth, ethnic and cultural groups); and substance abuse services (prevention, treatment, drugs, and law enforcement). This is a non-program course that is offered for the general student body.

### **Student Life Efforts**

Addiction Counseling Club – This club facilitates the growth of tomorrow's counselors through networking, hands-on experience, and advocacy in the field of chemical dependency. In Spring 2012, the Addiction Counseling club initiated a peer support group for students that are either directly or indirectly affected by addiction. This group continues meeting today.

**September's Addiction Recovery Programming** – the Addiction Counseling Club's (ACC) hugely popular annual Operation Recovery event was thwarted by the pandemic. Starting in Fall 2020, the ACC works to bring resources and awareness to the stigmatized subjects related to addiction in September (Recovery Month) and throughout the year. They host speakers, share resources and opportunities with the college community, and coordinate opportunities for their members to network with community recovery resources.

**Minneapolis College Health Fairs** – The Health Fair will be returning to campus in the Fall of 2025. This event brings together resources on campus, focusing on various ways to promote the health of members of the campus community.

**MARRCH Conference Attendance** – Student Life again sponsored groups of student members of the Addiction Counseling Club, along with a faculty advisor, to attend the annual MARRCH Conferences, each semester: Spring 2025, Fall 2025. MARRCH is the Minnesota Association of Resources for Recovery and Chemical Health. MARRCH is a professional association that exists to be the collective voice for members providing the continuum of chemical health services in Minnesota.

#### **Office Student Rights & Responsibilities**

The Office of Student Rights & Responsibilities provides disciplinary sanctions to those students whose behavior has not met the standards of the student code of conduct. Students may be assigned appropriate sanctioning or be referred to appropriate professionals.

#### **Counseling**

Minneapolis College counselors provide free and confidential counseling and consultation to promote personal development and well-being. These services include individual counseling and/or referrals for students who are currently dealing with or recovering from substance use. In addition, programming efforts including a fall Mental Health Fair bring community organizations to campus to promote their services, many of which address the needs of those with chemical abuse issues and co-occurring disorders.

## *Withdrawing from a Course and Refund Policy*

### **Dropping a course**

- When you drop a class, it is removed from your schedule, D2L, and transcript as if you never registered
- Tuition and fees for the course are removed from your bill

Drop deadlines vary by course. For many courses, you have through the 5<sup>th</sup> day of the semester to drop. However, courses that do not meet for the entire semester will have a different deadline than those that meet the entire semester. Refer to the course description in the class schedule to find the drop deadline for your course.

It is your responsibility as a student to be aware of the drop deadlines for your courses, and to drop any course you do not plan to attend.

### **Withdrawing from a course**

- When you withdraw from a course, you receive a grade of W on your transcript
- W grades are not calculated in your Minneapolis College grade point average (GPA)
- W grades are calculated toward your course completion rate for Satisfactory Academic Progress
- Withdrawing from a course does not remove tuition and fees from your bill

Withdraw deadlines vary by course. Refer to the course description in the class schedule to find the withdraw deadline for your course.

It is your responsibility as a student to be aware of the withdraw deadlines for your courses, and to withdraw from any course you are no longer attending.

Financial aid is earned by attending classes, and withdrawing from courses after the drop/add deadline may result in your financial aid awards being adjusted.

### **Last Date of Attendance and Never Attended**

#### **The Last Date of Attendance policy and the *Never Attended* process differ greatly**

**Last Date of Attendance (LDA)** is defined as College Policy 4.16. It applies to situations where a student attends or participates in a course, but stops attending or participating after the deadline to drop the course. Students who stop attending or participating in a course should withdraw in eServices. However, if the student does not withdraw from the course, the instructor will record an LDA (also known as an administrative withdrawal). LDA's result in a W grade on transcripts and the student is still responsible for the tuition obligation.

**The Never Attended** process is defined as situations where a student was reported as never attended or participated in all of their course(s). The intent of this process is to provide a systematic method for the college to identify and administratively remove registrations where the student had no intention of attending all of the courses for the semester. Minneapolis College reserves the right to gauge intent on the student's behalf.

Non-attendance and non-participation in any course(s) along with non-communication with any instructor(s) are examples of criteria used to make this evaluation. This process removes the registration(s) from the transcript and the corresponding tuition and fees from the student account bill.

**Students must drop unwanted registrations in eServices by the drop deadline to avoid the academic and final consequences.** However, the college can apply the Never Attended process to the records that meet the following criteria:

1. Student did not meet the participation requirement in **any** course during the term
2. Student did not communicate with the instructor and receive approved absence response
3. Instructor recorded "Never Attended" in eServices during the first two weeks of the term

The Never Attended process does not apply to all situations. Therefore, students should manage their enrollment and promptly drop unwanted registrations by the published deadline per the financial obligation statement agreed upon at time of registration.

### **How to Withdraw from a Class**

Dropping a class after the drop/add period has ended is considered a Withdrawal. You may withdraw from a course after the add/drop period has ended with no grade penalty, however, you will not be eligible for a tuition refund and must still pay any outstanding balances owed to the **college**. **Withdrawing from a class/es will appear on your college transcripts as "W" grades. This means that you have attempted the course.**

### **Instructions for: Withdraw from a Class(es)**

- Go to [www.minneapolis.edu](http://www.minneapolis.edu)
- Select "Students" then select "eServices" from the links in the green banner in the middle of the page
- You will then login with your StarID and Password
- Select "Courses and Registration" and select "View/Modify Schedule."
- Press the "X" button next to the course you want to withdraw from.
- Verify that you want to withdraw by entering your password, then select "Withdraw".
- Check your course schedule to verify that this action has been completed.

### **Tuition Payment Policy**

It is important to pay your tuition three weeks prior to the start of the term (Tuition Due Date), otherwise your registration may be canceled for non-payment. Each term, the Tuition Due Date is published on-line. Payment arrangements must be made by this date to secure your

registration.

You are exempt from this policy if you have:

- Applied for financial aid and the College has received your FAFSA record from the Department of Education
- Submitted approved “Third Party Billing Authorization” to the Business Services Office.
- Enrolled in the Post-Secondary Enrollment Options (PSEO) program.
- You have signed up for a payment plan.
- You have been notified that Minneapolis College received an advance payment of a scholarship to cover tuition and fees.

Online payments are accepted at any time 7 days a week. If you have questions about your registration, financial aid or bill – please visit the staff at Student Services. (T.2100)

### **Refund policy**

You can apply for a refund in accordance with these Minneapolis College Refund Policy guidelines:

#### **Part 1. Refunds and Waivers**

##### **Subpart A. Schedule for Refunds for Dropped Classes/Withdrawals**

Minneapolis College will refund tuition and fees for students who totally withdraw in accordance with the following schedule. This schedule does not apply to partial withdrawals.

There are no refunds for partial withdrawals except as allowed in Subpart B.

Fall and spring terms and other terms at least 10 weeks in length:

##### **Withdrawal Period | Refund % -**

- 1st through 5th day of term | 100
- 6th through 10th day of term | 75
- 11th through 15th day of term | 50
- 16th through 20th day of term | 25
- After 20th class day | 0
- Summer sessions | --
- 1st through 5th day | 100
- 6th through 10th day | 50
- After the 10th day | 0

Students enrolled in terms of less than 10 weeks are entitled to have the opportunity to attend the first class session without obligation. Students are obligated for any classes dropped one business day after the first class session.

If a fee for a dropped class is for the recovery of costs already incurred by the campus, such fees will not be refunded.

If a student is obligated for a dropped class, the college or university may apply the amount of the tuition and/or fees for the dropped class to the cost of an added class for the current term.

### **Subpart B. Other Refunds**

The college may refund amounts due to the college for the following reasons:

- Death of student (family must provide verification)
- Medical reasons (students must provide signed documentation by a medical doctor as to why their condition prevented attendance)
- College error (students must complete the student complaint process and receive approval by an Associate Dean, Dean or Vice President)
- Significant personal circumstances (circumstances must be documented and verifiable in a written format)

The college will not refund amounts due to the college for the required return of financial aid.

Students must petition the college for such a refund to be granted. Petitions must include appropriate documentation. In all cases except college error, students will receive a "W" on their transcript.

### **Subpart C. Waivers**

The college must waive amounts due to the college for the following reasons:

- Employee benefit provided by a bargaining agreement
- Ward of the state
- War orphans
- Student called to military duty for any branch of the U.S. military

## **PART 2. ACCOUNTABILITY/REPORTING**

The colleges will maintain records on waivers and refunds. Refunds due to college error shall be reported annually.