



Annual Security Report

Prepared by the Clery Compliance Committee

Includes Policy Statements for the 2022-2023 Academic Year and

Crime Statistics for Calendar Years 2021 and 2022

TABLE OF CONTENT

About This Annual Security Report 4

Reporting Criminal Actions and Emergencies 6

Law Enforcement Authority..... 8

Campus Security Programs 8

 Building Access..... 8

Campus Planning and Safety..... 9

 Safety Committee 9

Prevention Programs..... 9

 General Programs 9

 Emergency Blue Lights 9

 Vehicle Escort..... 9

 Education Programs to Prevent Sexual Assault, Stalking, Domestic Violence, Dating Violence, and Sexual Harassment 9

Evacuation Systems..... 11

 Evacuation Procedures 11

Fire Emergency Procedures..... 12

Missing Student Notification Policy..... 13

Emergency Notifications and Timely Warnings 13

 Emergency Notifications 13

 Timely Warnings 14

 Campus Alert Flow Chart 15

University Alcohol and Drug-Free Policy 15

 Policy on Use and Possession of Marijuana and Drug Screening by Healthcare Facilities 18

University Sexual Harassment and Sexual Misconduct Policy 18

 Reporting Options..... 20

Procedures for Sexual Harassment and Sexual Misconduct Reports..... 22

 Victim Confidentiality 23

 Registered Sex Offenders..... 24

 Discipline Against CUSM Community Members Found to be Responsible for Committing Sexual Harassment or Sexual Misconduct..... 24

 Investigation..... 24

 Pre-Hearing Conference..... 24

Live Hearing.....	25
Written Determination	25
Disciplinary Sanctions for Students.....	25
Disciplinary Sanctions for Employees	26
Supportive Measures against Sexual Harassment and Sexual Misconduct.....	26
2022 Crime Statistics	27
2021 Crime Statistics	28

About This Annual Security Report

California University of Science and Medicine (CUSM) prepares this Annual Safety and Security Report (“ASR”) to comply with the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* (Clery Act), the *Violence Against Women Act* (VAWA), and the *Preventing Sexual Violence in Higher Education Act*.

This report meets the Clery Act’s requirements, provides valuable information to current and prospective students, employees, their families, and the public about safety and security at CUSM. This report also outlines the university’s policies on drugs, alcohol, and sexual harassment/misconduct, among other policies. Sexual harassment and sexual misconduct include sexual assault, domestic violence, dating violence, and stalking.

All crime statistics contained in this ASR are Clery Act reportable crimes occurring within the university’s Clery geography, which are geographic areas defined by Clery Act 34 C.F.R. § 668.46(a).

This includes:

- On-campus property: all properties that the university owns or controls within the same reasonably contiguous geographic area that are used in any manner related to the institution’s educational purposes, including the residence halls and apartments. This counts all university campuses.
- Public property: all public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within a campus, or immediately adjacent to and accessible from a campus, not including private homes and businesses.
- Non-campus buildings and property: all other property that the university owns or controls that is used in direct support of, or in relation to, the institution’s educational purposes, is frequently used by students, and that is located outside of the reasonably contiguous campus area, including buildings or property owned or controlled by a student organization officially recognized by CUSM.

Campus crime, arrests, and referral statistics included in this report, are those that were reported to local law enforcement and/or CUSM security, campus faculty or staff.

The Annual Security Report informs the university community about statistics for the types of crimes that the Clery Act requires the university to publish.

These crime categories are:

- Criminal homicide (murder and non-negligent manslaughter)
- Sex offenses (sexual assault, rape, fondling, incest, statutory rape)
- Aggravated assault
- Arson
- Robbery
- Burglary
- Motor vehicle theft

- Hate crimes, defined as “a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim,” including the above crimes plus larceny - theft, simple assault, intimidation, destruction, or vandalism of property
- Dating violence, domestic violence, and stalking

This ASR is prepared by the Clery Compliance Committee in cooperation with local law enforcement agencies. The Clery compliance committee works to ensure that the report meets the requirements of the Clery Act and provides the most accurate information regarding crime, fire, safety, and related policies at CUSM.

The report is sent each year via email to students and employees, and published online to be made available to parents, potential students and employees, and the public.

The report includes information about procedures, policies and crime prevention programs including:

- How to report a crime
- Law enforcement databases of registered sex offenders
- Drug, alcohol, and sexual harassment/misconduct
- How and when the university issues warnings to campus of potentially dangerous criminal and emergency situations
- University building and grounds evacuation procedures

This annual report is published each year in the month of October, unless otherwise determined by the US Department of Education, and a notice of its publication with a link is emailed to every current CUSM student and current CUSM employee.

A printed copy of this report is available by request from safety@cusm.org or may also be printed from the online PDF version at <https://www.cusm.org/title-ix/clery-annual-report.php> .

If there are any questions or concerns about this report, please contact CUSM’s Title IX Coordinator:

Dr. Sandra E. Hodgins

Email: TitleIXCoordinator@cusm.org

Phone Number: (909) 424-0345

Campus Extension: 10345

Reporting Criminal Actions and Emergencies

Colton Police Department
 (909) 370-5000 (non-emergency)
9-1-1 (emergency only)

CUSM Security
 (909) 334-0442

CUSM Campus Security Authorities (CSA's)

A Campus Security Authority (CSA) is an individual, who by virtue of their CUSM responsibilities and under the Clery Act, are designated to report information of alleged crimes that are reported to them in good faith by others, as well as information of alleged crimes they personally witness. Under the Clery Act, a crime is "reported" when it is brought to the attention of a campus security authority or law enforcement personnel by a victim, witness, other third party, or even the offender. CSA's will provide such reports to the Clery Committee so that they may be included and published in the university's Annual Security Report (ASR).

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**Clery Committee Member*

Students, faculty, and staff are strongly encouraged to report all crimes to local law enforcement.

All criminal activity, suspicious activity, or suspicious persons seen in CUSM parking lots, loitering around vehicles, or inside the CUSM building should be reported immediately to CUSM Security or directly to the Colton Police Department.

For emergencies, always dial 9-1-1. Serious crimes should be reported to Colton Police immediately. All reportable crimes can be reported to CUSM Security and/or Campus Security Authorities (CSA's). Reportable crimes include:

- homicide, murder, non-negligent manslaughter, manslaughter by negligence,
- rape, fondling, incest, statutory rape,
- dating violence, domestic violence,
- stalking,
- robbery, burglary, motor vehicle theft,
- aggravated assault,
- arson,
- drug and alcohol violations,
- hate crimes, and
- illegal weapons possession.

If there is any question about whether an incident is a crime, a report should be made to Colton Police, CUSM Security, and/or a designated CSA for assistance in determining if the incident rises to the category of a crime.

Witnesses or victims of crimes may report crimes on a confidential basis to CUSM Security or Campus Security Authorities for inclusion in CUSM's annual crime statistics reporting.

Upon observing or having been involved in any type of crime on-campus or on public property, including thoroughfares, streets, sidewalks, and parking facilities, within the campus or immediately adjacent to or accessible from the campus:

- Students and employees should immediately notify Colton Police, CUSM Security, or a designated CSA.

Law Enforcement Authority

CUSM works cooperatively with Colton Police Department (our local law enforcement authority) when necessary; however, there is no written memoranda of understanding agreements between CUSM and our local law enforcement agencies to investigate alleged crimes.

CUSM strongly encourages individuals to report all crimes in an accurate and timely manner to local law enforcement agencies. Timely reporting of criminal activity enables CUSM to respond in a timely manner and potentially reduce the recurrence of that crime. Timely manner is defined to mean immediately or as immediately as possible under the circumstances.

Always use your eyes, ears, and telephone to keep campus officials advised of what you see and hear. Please notify CUSM Security or a designated CSA when you see:

- Strangers loitering in office areas, hallways, classrooms, lounge areas, etc.
- Unsecured or open doors or windows in campus buildings that are supposed to be locked.
- Anyone tampering with a motor vehicle or loitering in a parking lot.
- People publicly displaying weapons.
- People loitering in dark or secluded areas (like at the back of the school).
- Suspicious people carrying articles, equipment, luggage, or other packages out or into campus buildings.

Upon written request, CUSM will disclose to an alleged victim of a crime of violence (as that term is defined in section 16 of title 18, United States Code), or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by CUSM against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

CUSM does, in good faith effort, contact local law enforcement agencies to obtain data on Clery Act crimes that occurred on or near the campus. CUSM reviews all published crime reports for the campus and surrounding area. Please note, not all agencies respond to our requests for data.

Campus Security Programs

Building Access

CUSM is a private university and is considered private property. CUSM has 24/7 security guards on campus. Access to the building and parking lot is restricted to individuals with security cleared badges only. Access badges with name and photo are issued to faculty, staff, and students. Faculty, staff, and students must have their badges visible at all times while on campus.

Visitors and contractors are required to register at the front desk and receive a temporary badge that will state visitor or contractor classification and will include their name.

Any person not a member of the CUSM community loitering on campus or trespassing on CUSM property will be asked to leave by CUSM Security.

CUSM Security regularly patrols the campus 24-hours a day both physically and via security cameras.

Campus Planning and Safety

Due to the nature of their job, CUSM Security may be the first point of contact for most reported crimes. Upon receipt of a report of a crime or emergency, CUSM Security personnel will:

- Immediately assess and consult with designated the CUSM Safety officer, and administrators, whether the situation warrants contacting 911 and/or following the emergency response and evacuation procedures contained below.
- Immediately assess and consult with the Clery Committee and local police, whether a “timely warning” to the campus community should be issued pursuant to the Timely Warning policy below.
- Regarding a reported incident that is or may be an incident of sexual violence, CUSM security personnel will immediately contact CUSM’s Title IX Coordinator who has authority to evaluate and respond in accordance with CUSM’s “Title IX” policy and procedures contained in this ASR.
- CUSM Security will investigate and gather any additional information necessary to determine whether any reported incident should be included within crime statistics contained in the ASR.

Safety Committee

CUSM maintains a Safety Committee that addresses safety issues both proactively and/or retroactively. The Safety Committee provides a program that promotes effective responses to disasters and emergencies and ensures preparedness in anticipation of any events that could prove overwhelming or detrimental to the health and safety of the school and its community. The Safety Committee oversees and updates protocols and procedures regularly to ensure optimal preparedness. For all safety committee questions or concerns pertaining to CUSM safety issues contact safety@cusm.org.

Prevention Programs

General Programs

All students, faculty and staff attend crime prevention training during orientation week. Additional courses are in place and provided throughout the year.

Emergency Blue Lights

There is an emergency blue light in the middle of the CUSM parking lot (i.e., in the northwest parking lot area, visible from the eastside of the main campus). To reach CUSM security, individuals simply press the call button, and the blue light phone will be immediately connected to CUSM Security.

Vehicle Escort

If requested by a student or employee, CUSM Security will provide a vehicle escort to ensure the student or employee is escorted to their vehicle and leaves campus safely.

Education Programs to Prevent Sexual Assault, Stalking, Domestic Violence, Dating Violence, and Sexual Harassment

Community. Throughout the year, various prevention education is provided on-campus to the CUSM campus to address and increase awareness of interpersonal violence (i.e., sexual assault, stalking, domestic violence, dating violence, and sexual harassment) through the Title IX office.

These campaigns have included:

- Domestic Violence Awareness Month purple ribbon distribution in October. During this time, email messages are sent to the entire CUSM community describing why purple ribbons are distributed and to provide an increased awareness for domestic violence prevention.
- Sexual Violence Awareness Month teal ribbon distribution in April. During this time email, messages are sent to the entire CUSM community describing why teal ribbons are distributed and to provide an increased awareness for sexual violence prevention.
- During the months of October and April, special lectures from community organizations are scheduled on the topics of sexual assault, sexual harassment, domestic violence, dating violence, trauma-informed response, and male survivorship.
- Throughout the year the Title IX office partners with CUSM organizations and groups to host additional prevention education events on mental health, self-care, and Title IX support and information on all interpersonal violence types, such as movie showings with panels to increase knowledge on interpersonal violence; gingerbread house making to remind individuals to breathe and take care of the self; and special events such as the clothesline project to increase awareness on all forms of interpersonal violence.

Employees. Employees are provided a “Responsible Employee Checklist” to better understand their role in addressing disclosure from a student or colleague. This checklist includes steps to take if information has been shared on some type of sexual harassment. Responsible Employee steps and information include:

- Determine if the reporting party requires immediate medical attention or if there is an immediate threat of danger or injury.
- Before disclosure takes place and if you sense information about sexual harassment, sexual violence, or sexual misconduct is about to be shared inform the reporting party of your obligation to report the incident(s) to the Title IX coordinator as a responsible employee.
- If disclosure takes place inform the reporting party that the Title IX coordinator will contact them.
- If disclosure does not take place, but there is cause for concern advise the reporting party that they may speak with counseling services and confidential resources for additional support throughout their academic and/or employment experience at CUSM. Provide the Title IX Options for Immediate Help and Support brochure.

Additionally, employees are given annual online training through **Safe Colleges**, along with annual in-person trainings that include:

- Odd Years (**mandatory**; *virtual or in-person*): The Role of the Employee
- Odd Years (*optional*; *virtual or in-person*): The Clery Act Overview
- Even Years (**mandatory**; *virtual or in-person*): Sexual Violence Awareness for Employees (The Campus Save Act)
- Even Years (*optional*; *virtual*): Title IX and Sexual Harassment Prevention for Employees

Note: *Employees must attend mandatory training online or in-person annually. The option between online or in-person training allows employees to select how they receive the education while CUSM rotates the information annually.*

Students. All first-year students are provided an in-person “Orientation” session with the Title IX Coordinator and during this time the topics of interpersonal violence are discussed. Prevention education is incorporated into the presentation to increase awareness and to allow students an opportunity to understand the CUSM community takes the prevention and response to all interpersonal violence seriously.

Additionally, students are given, at the very least, annual online training through **Safe Colleges**. Online training includes:

- Medical Students Year 1: Sexual Violence Prevention for Grad Students
- Medical Students Year 2: Consent and Bystander Intervention
- Medical Students Year 3: Verbal Defense and Relationships
- Medical Students Year 4: Rethinking Relationships
- Master’s Students Semester 1: Sexual Violence Prevention for Grad Students
- Master’s Students Semester 2: Rethinking Relationships

Note: *Additional in-person sessions are provided to specific student classes (e.g., M1s, M2s, etc.) based on evaluated needs determined by climate, student concerns, and overall campus assessment.*

Evacuation Systems

Emergencies are unexpected events which must be dealt with urgently to protect the health and safety of others. In the event the building needs to be evacuated or locked down for any reason, maps of the evacuation route have been posted in office areas, shared areas, and classrooms.

CUSM maintains an Emergency Operation and Action Plan which outlines actions staff, faculty, and students must take to protect their mutual health and safety.

CUSM tests its emergency response and evacuation procedures at least once annually on an announced basis. When tests are conducted, CUSM publicizes its emergency response evaluation to students, faculty, and staff. CUSM maintains documentation of each test exercise including date and time performed.

New students complete the safety training during their orientation on the first week, and returning students complete an annual online safety training.

Evacuation routes are posted in each classroom, office area, and other shared areas.

All individuals are encouraged to be responsible for their own security and the security of others. Employees and students are expected to follow safe practices while on campus property. Following safe practices will reduce accidental emergencies and increase the campus response's effectiveness to unforeseen emergencies. Please contact safety@cusm.org for all inquiries on Evacuation policy and procedures.

Evacuation Procedures

Evacuations to safe locations will be implemented when necessary and proceed in an organized manner per policy and procedure. All students are required to comply with the plan and the directions given to them by campus evacuation coordinators, faculty, public emergency response teams or law enforcement agencies during actual emergencies and drills for their personal safety. At no time during an actual campus emergency or drill shall students be permitted to leave the campus unless directed to do so.

At the sound of the alarm:

- Insist that every student immediately stop what they are doing and evacuate.
- Offer assistance if you can help someone that needs assistance.
- Notify CUSM security or an Evacuation Coordinator if someone requires assistance to evacuate the building.
- Be an example and evacuate fully out of the building, at least 100 feet away from the building. The Evacuation Coordinators will direct you out of the building to the meeting area.

Note to Faculty: *Students will look to you for guidance in emergency situations and practice drills, so make sure you know all the emergency exits for your office and in every classroom or lab you use. Remind students of the evacuation routes out of the room and the meeting place to ensure all students have safely evacuated from the building.*

Fire Emergency Procedures

When fire is discovered:

- Call 911 if it is safe to do so. Otherwise, evacuate the building, pull the alarm and call 911 from outside the building.
- Notify the site security about the fire.

Upon being notified about the fire emergency, or hearing the alarm, occupants must:

- Leave the building immediately using the main escape routes as highlighted on the evacuation maps. If the exit route is not safe or blocked, use the secondary exit route.
- On your way out, warn others, use the stairs not the elevator.
- Move away from fire and smoke. Close doors and windows if time permits.
- If there is smoke in the air, stay low, breathing heated air and smoke can cause unconsciousness within less than a minute. If necessary, cover your mouth and nose with a piece of cloth.
- Touch closed doors. Do not open them if they are hot.
- Assemble in the designated area as highlighted in the evacuation map, check in with your area Evacuation Coordinator.
- Remain outside until the Designated Official or designee announces that it is safe to reenter.

Fight the fire ONLY if:

- The Fire Department has been notified.
- You have received university training on using a fire extinguisher.
- The fire is small and is not spreading to other areas.
- Escaping the area is possible by backing up to the nearest exit.

Missing Student Notification Policy

CUSM does not maintain school-operated student housing facilities, and therefore, it is not required to publish a Missing Student Notification Policy.

Students are encouraged to contact the local police if they have information or are concerned about a missing person to the local law enforcement agency listed below. **Colton Police Department**

650 N. La Cadena Drive Colton, CA 92324

(909) 370-5000 (non-emergencies)

Emergencies: 9-1-1

Emergency Notifications and Timely Warnings

Emergency Notifications

Under the Clery Act, the university issues emergency notifications to students and employees when certain threatening events take place within CUSM's Clery geography.

When is an emergency notification necessary? Under the Clery Act, the institution is required to notify the university community as soon as there is reasonable confirmation of a significant emergency or dangerous situation occurring on a campus that involves an immediate threat to the health or safety of students or employees. The university is not required to alert the university community if a threat is immediately contained.

An immediate threat includes an imminent or impending threat, such as an active assailant, or fire currently raging in our CUSM building. To report an emergency that presents such a threat, call 911 immediately and identify your location to the dispatcher.

How does CUSM determine if an emergency notification should be issued due to a significant emergency or dangerous situation involving an immediate threat to health and safety? When initiating the process for considering an emergency notification, CUSM security personnel will:

- Immediately assess and consult with CUSM Safety officer, administrators, and local law enforcement (i.e., Colton Police Department) to determine the overall safety of the university community.
- Immediately decide whether the situation warrants an Emergency Notification to be released to the campus community.

CUSM security will, without delay, and considering the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency. Information that may harm the victim or compromise emergency response will not be included in a notification.

When it is confirmed by the university that a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees is occurring on or near campus or other locations as required by the Clery Act, the university will issue an emergency notification.

CUSM will release an emergency notification via one or more of the following means of communication:

- Text and email messages via the emergency notification system One Call Now.
- Verbal announcement via PA System or other appropriate means to immediately inform individuals on campus of the need to evacuate and the procedures to follow.
- If warranted a posting on the CUSM website.
- A member of CUSM's management team will visit each classroom to inform all students of the situation.

Some examples of situations in which an emergency notification would be considered for release include:

- Armed intruder, active assailant, or active shooter on or near campus.
- Large scale gas leak or chemical spill on or near campus.
- Explosion or large fire on a campus.

The only reason CUSM would not immediately issue a notification for a confirmed ongoing emergency or dangerous situation would be if doing so would compromise efforts to:

- Assist a victim.
- Contain the emergency.
- Respond to the emergency, or
- otherwise mitigate the emergency.

This determination will be re-evaluated and, if situations change, an emergency notification may be issued.

If a threat has been immediately contained by law enforcement, or if the incident appeared to be targeted toward specific individuals known to the assailant and there is no threat to other individuals, no emergency notification is issued.

Timely Warnings

When is a timely warning necessary? When a Clery crime which occurred on Clery geography is reported to CUSM Security, a CSA, or local law enforcement the report is assessed for whether a serious or continuing threat is present. CUSM Clery committee is responsible for issuing a timely warning if a Clery crime has been reported on Clery geography and CUSM Clery committee determines there is a serious or continuing threat to the university community. The Clery Act does not define "timely," but the intent of the warning is to promptly provide information to people to help them prevent or protect themselves from similar crimes. Timely warnings sometimes are issued before complete information is available and before police can determine if a report is credible.

How are timely warnings issued? If a situation arises, either on or off campus, CUSM Clery committee will determine if there is an ongoing or continuing threat to students and employees, if so, a campus wide "timely warning" will be issued. Determining if a timely warning will be released depends on the information reported, the timing of the report, and if a continuing threat to the campus community is present.

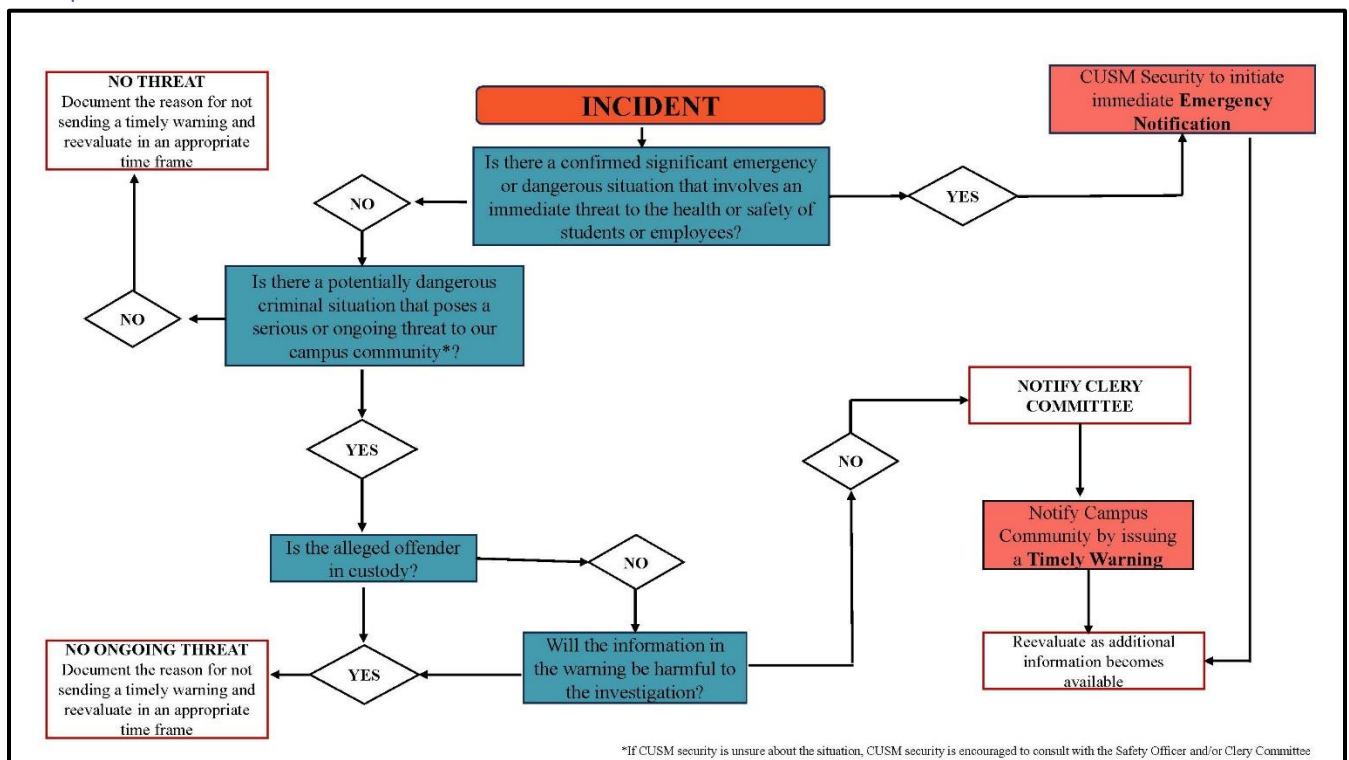
CUSM Clery committee will post a timely warning via one or more of the following means of communication:

- Text and email messages via the emergency notification system One Call Now.
- Verbal announcement via PA System or other appropriate means to immediately inform individuals on campus of the need to evacuate and the procedures to follow.
- If warranted a Posting on the CUSM website.
- A member of CUSM’s management team will visit each classroom to inform all students of the situation.

The content of the timely warning will not disclose information that may compromise law enforcement efforts.

Anyone with information that warrants a timely warning should report the circumstances immediately to CUSM Security, a CSA (contact information is listed above), or through email safety@cusm.org.

Campus Alert Flow Chart



University Alcohol and Drug-Free Policy

Purpose Objective:

California University of Science and Medicine (CUSM) acknowledges that illegal or abusive use of alcohol and other drugs by students, staff, and/or faculty may seriously jeopardize the university’s commitment to provide continued quality and excellence in instruction, research, and education. Abuse of substances by students, staff, and faculty poses a risk to the individual and to the community. CUSM encourages its community members to share the responsibility for developing attitudes conducive to eliminating the abuse of alcohol and other drugs within the university community. As a federal grant recipient, the Federal Drug-Free Schools and

Communities Act and its amendments of 1989 and Drug-Free Workplace Act of 1988, require certification of a drug-free environment.

Definitions:

Alcoholic beverages: including alcohol, any beverage which has alcohol content. This would include all forms of beer, wine, wine coolers, and distilled spirits.

Conviction: For purposes of reporting convictions under the employee section, a conviction is a finding of guilt (including a plea of no contest, no defense or nolo contendere) or imposition of a sentence, or both by any judicial charged with the responsibility to determine violations of any criminal drug statutes.

Drugs: for the purpose of this policy, the term is synonymous with substances.

- Controlled substances: those substances defined in schedules I through V of the controlled Substances Act.
- Illegal substances: controlled substances which are obtained illegally.
- Legal substance: (1) Controlled substances that are prescribed or administered by a licensed physician or health-care professional; (2) over-the-counter drugs; and (3) alcoholic beverages.

Employee: for purposes of this Policy, an "employee" is defined as any person holding a university staff or academic appointment, including:

- Work-study students whose primary employer is the university, and who hold a university staff or academic appointment.
- "Employee" also applies to all recognized auxiliary employees including interns and contracted employees. A recognized auxiliary employee is an individual who is employed to assist other people in their work who may not hold a staff or academic appointment with CUSM.

Student:

- An individual who is currently enrolled for academic credit at a campus of the CUSM; or
- One who, during the recess periods between academic terms, has completed the immediately preceding term and is eligible for reenrollment.
- An individual on an approved leave of absence who remains eligible for reenrollment.

For this policy's purposes, this includes a student enrolled for academic credit during a summer session at the University for the succeeding fall term. Individuals enrolled for continuing education units are not considered students.

Scope:

CUSM faculty, staff, and students, recognized auxiliary employees, registered campus organizations, campus entities, visitors or visiting organizations

Policy:

CUSM complies with the Drug-Free Schools and Communities Act of 1989 and its amendments (DFSCA) and the Drug-Free Workplace Act of 1988 (DFWA). The unlawful and/or unauthorized use, manufacture, possession, or

distribution of alcohol, illegal drugs and/or drug-related paraphernalia on university grounds or at university sponsored activities, is prohibited.

Procedure:

The DFSCA and DFWA require CUSM to adopt and implement programs to prevent the unlawful manufacture, distribution, dispensation, possession or use of illegal drugs/substances or alcohol by CUSM students, staff, and faculty on CUSM property, CUSM sponsored events or activities, and to offer anti-drug and alcohol abuse programming.

Federal regulations require CUSM to annually notify and/or distribute information to students and employees which outlines the following:

- Policies on alcohol and other drugs (AOD);
- Standards of conduct;
- Description of health risks associated with AOD use;
- Description of appropriate sanctions for violations of federal, state, and local law and campus policy;
- Available treatment programs for AOD abuse.

I. Employees

The Federal Drug-Free Workplace Act of 1988 and the State Drug-Free Workplace Act of 1990 require university employees directly engaged in work on a federal or state contract or grant to abide by this policy as a condition of employment.

The HR Director must be notified no later than 5 calendar days if an employee has been convicted of any criminal drug statute in the workplace or while on university business. The university must notify the federal contracting or granting agency within 10 calendar days of receiving the notification of conviction from the employee or the notice of the criminal drug statute conviction.

Upon receiving the notice of conviction, the university must take appropriate corrective action or require the employee to participate satisfactorily in an approved drug abuse assistance or rehabilitation program, counseling, and treatment within 30 calendar days.

**Violations*

When issues around use and/or abuse of alcohol and/or other drugs arise, CUSM's goal is to provide employees, whenever possible, options for assessment, recommendations, counseling, referrals, and/or treatment. In the case a faculty or staff member violates university policy, the individual may be subject to disciplinary action up to and including participation in an approved counseling/treatment program and/or termination/dismissal, in addition to federal, state, and municipal legal action and penalties. Self-referral and early detection are critical to the rehabilitation of an employee. Disciplinary procedures for faculty are discussed in the CUSM Faculty Handbook published on CUSM's faculty website.

II. Students

Whenever possible, options for assessment, recommendations, counseling, referrals, and/or treatment will be made available to students. Encouraging self-referral and early detection are critical to the rehabilitation

of a student. CUSM's goal is to create a productive, safe, and equitable learning environment for our students and community members.

CUSM students involved in illegal consumption of alcohol, or the manufacture, use, possession, distribution, or sale of illicit drugs are considered in violation of university policy. Students engaged in such activities will be subject to disciplinary action through procedures set forth in the Student Handbook. Depending on the nature of the violation, university sanctions may include educational intervention, warning, probation, referral to a required alcohol or other drug education program, suspension, dismissal, or expulsion in addition to federal, state, and municipal legal action and penalties.

Registered student organizations (RSO) or clubs found to be in violation of this policy and the CUSM's standards of conduct may be restricted from use of campus services and/or resources to support their organizational activities and may be subject to disciplinary actions including warning, probation, suspension, and removal by the Office of Student Affairs as detailed in the Student Handbook.

III. Visitors and Visiting Organizations

Visitors or visiting organizations found to be in violation of this policy and/or CUSM's standards of conduct may be excluded from participation in campus events and/or further use of the campus. This may also include referral to the appropriate authorities for violations of state or federal laws.

IV. Review of the Program

In compliance with Federal Law, this policy will be reviewed biennially to determine the effectiveness of the University's Alcohol and Drug Prevention Program; implement changes as required and to ensure that disciplinary sanctions are consistently enforced.

The policy in its entirety can be viewed here: [CUSM Alcohol and Drug-Free Policy](#)

Policy on Use and Possession of Marijuana and Drug Screening by Healthcare Facilities

CUSM prohibits the production, distribution, possession, and use of marijuana on University property or during University-sponsored activities. A number of University employees are subject to drug and alcohol testing because of the type of work they perform. Violating these policies or testing positive for marijuana or alcohol while on duty may lead to sanctions, including termination, under the applicable general code of conduct. It is still a federal crime to possess and use even tiny amounts of marijuana on or in any University facilities or vehicles. In addition, failure to comply with federal laws and regulations on marijuana possession and use on campus jeopardizes our continued receipt of federal funds.

It is important for medical students to be aware of how healthcare facilities will be handling positive tetrahydrocannabinol (THC, the principal psychoactive constituent of cannabis including marijuana) results on drug screening. Several already require drug screening including the THC as a prerequisite for participation in a clerkship or clinical elective. Thus, medical students may face negative consequences for a positive THC screen.

University Sexual Harassment and Sexual Misconduct Policy

Definitions You Should Know

Affirmative Consent: Each person is responsible for ensuring they have the affirmative consent of the other to engage in sexual activity. Communication regarding consent consists of mutually understandable words or

actions that indicate an unambiguous willingness to do the same thing, at the same time, in the same way. In the absence of clear communication or outward demonstration, there is no consent. Lack of protest, lack of resistance, or silence do not alone constitute consent.

Affirmative consent must be ongoing and can be revoked at any time during sexual activity. Thus, even if a person agreed to sexual interaction or continued sexual interaction, that person has the right to change her/his mind, irrespective of how much sexual interaction may have already taken place. Consent to any one form of sexual activity does not imply consent to any other form(s) of sexual activity. The existence of a dating relationship or past sexual relations between the people involved should never by itself be assumed to be an indicator of consent (nor will subsequent sexual relations or dating relationship alone suffice as evidence of consent).

Sexual Assault: is a forcible or nonforcible sex offense. Non-consensual sexual penetration is one form of Sexual Assault that takes place without the consent of the Complainant, this form of Sexual Assault, sometimes called “rape,” is any penetration, no matter how slight, of the vagina, anus, or mouth by any body part or object that is without consent and/or by force. Non-consensual sexual contact is another form of Sexual Assault that takes place when, without the consent of the Complainant, there is touching of an intimate body part (genitals, anus, groin, breast, or buttocks) or there is touching of another individual with any of these body parts. This type of Sexual Assault also includes making another touch you or themselves with, or on, any intimate body parts, clothed or unclothed.

Specific Acts of Sexual Assault also known as “Sex Offenses” that are prohibited by the CUSM policy include:

Rape: Sexual intercourse of a person, without the consent of the victim, including instances where the victim is incapable of giving consent because of the individual’s age or because of the individual’s temporary or permanent mental or physical incapacity.

Sodomy: Oral or anal sexual intercourse with another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of a temporary or permanent mental or physical incapacity.

Sexual Assault with an Object: To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of a temporary or permanent mental or physical incapacity.

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 their age or because of a temporary or permanent mental or physical incapacity.

Incest: Nonforcible sexual intercourse between persons related to each other within degrees where marriage is prohibited by law.

Statutory Rape: Nonforcible sexual intercourse with a person who is under the statutory age of consent.

Domestic Violence is defined as any act of violence or threatened act of violence against a person who is or has been involved in a domestic relationship with the accused. Domestic Violence includes felony or misdemeanor crimes of violence committed by someone who is a:

- i. Current or former spouse or partner of the victim
- ii. Person with whom the victim shares a child in common
- iii. Person who is cohabitating with or has cohabitated with the victim as a spouse or partner
- iv. Person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or
- v. By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

Dating Violence is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the impacted party, and where the existence of such a relationship is determined based on a consideration of the following factors:

- i. Length of the relationship
- ii. Type of relationship
- iii. Frequency of interaction between the people involved in the relationship.

Stalking is defined as engaging in conduct directed at a specific person that would cause a reasonable person to:

- i. Fear for the person's safety or the safety of others; or
- ii. Suffer substantial emotional distress.

For additional detail and examples of these definitions and prohibited behaviors, please visit CUSM's full policy on Sexual Harassment and Sexual Misconduct that can be found here: <https://www.cusm.org/title-ix/about-title-ix.php>

Reporting Options

INTERNAL REPORTS

Students and/or employees of the CUSM community who believe that they have been or may be subjected to Sexual Harassment/Sexual Misconduct (i.e., quid pro quo, hostile environment, sexual assault, domestic violence, dating violence, stalking) or who have witnessed or are aware of any incident of the same during an education program or activity, are encouraged to report such concerns to obtain supportive measures and/or to file a Formal Compliant.

Reports may be made to the Title IX Coordinator listed below, regardless of whether the reporting party is a student, faculty member, staff member, or third party. Under no circumstances is an individual required to report sexual misconduct or other prohibited conduct to a supervisor or academic instructor who is the alleged perpetrator.

Reports to the Title IX Coordinator can be made via email, phone, mailing address, or in person to the following contact information:

Sandra E. Hodgin, Ph.D.

Address: 1501 Violet Street, Colton CA 92324

E-mail: titleixcoordinator@cusm.org

Phone Number: (909) 424-0345

Campus Extension: 01345

Anonymous Reporting and Suggestion Form

CUSM students may make anonymous reports of all sorts including but not limited to Sexual Harassment through the Canvas online “Anonymous Reporting and Suggestion Form”:

<https://calmeduorg.sharepoint.com/sites/clery/anonymous-reporting>.

Please note: *If an anonymous sexual harassment report is made, the University’s ability to respond to such reports may be limited.*

CUSM Anonymous Reporting Hotline

To encourage individuals to voice their concerns, CUSM has established a reporting hotline and website which provides the opportunity to report concerns in an additional **anonymous** manner. This hotline should be viewed as another reporting option; not a replacement for existing reporting options such as EEPM or the Title IX Office. Any concerns may be raised through the Hotline including, but not limited to:

- Conflict of Interest
- Sexual Misconduct
- Financial or Purchasing Violations
- Safety or Environmental Violations
- Information Security
- Inappropriate Workplace Behavior
- Fraud/Theft
- Scientific Misconduct
- Research Non-Compliance
- Other Regulatory Violations

To reach the 24/7 Anonymous Reporting Hotline:

- Phone Number: (833) 970-5060
- [Submit a report online](#)
 - *Mobile reporting also available [here](#)*

Important Note: *The hotline may be used by anyone including students, staff, faculty, standardized patients, contractors, and visitors.*

EXTERNAL REPORTS

CUSM strongly encourages all individuals (i.e., students and/or employees) who are the subject of sexual harassment, sexual assault, domestic violence, dating violence, and/or stalking to pursue all remedies available to them, including reporting incidents of potential criminal conduct to law enforcement. Below is the contact information for the Colton Police Department.

Colton Police Department

650 N. La Cadena Drive Colton, CA 92324
(909) 370-5000 (non-emergencies)

Emergencies: 9-1-1

Procedures for Sexual Harassment and Sexual Misconduct Reports

As soon as practicable after receiving a report, the Title IX Coordinator will promptly contact the Complainant to discuss the availability of supportive measures, consider the Complainant's wishes with respect to the supportive measures, inform the Complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the Complainant the process for filing a formal complaint.

Following the Initial Report, if a Complainant decides to file a formal Title IX complaint the signature of the Complainant and the Title IX Coordinator will both be placed on the information provided within the Formal Complaint. Various preliminary steps (listed below) will take place once the Formal Complaint is signed.

A. Notice of Allegation

A written notice of the Formal Complaint will be emailed to all parties and will include the identification of the parties involved, the alleged conduct, the date and time of the alleged conduct, CUSM's grievance process, information on the Title IX informal process, details on having an advisor throughout the Title IX process, and information on the prohibition of false reports and retaliation.

B. Safety and Risk Analysis

A Safety and Risk Analysis will immediately be done by the Title IX Coordinator to see if there is an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment.

C. Complainant's Right to Dismiss the Formal Complaint

Following the filing of the Formal Complaint, the Complainant will be told of their right and ability to stop the Title IX case within the grievance process.

- i. Dismissal of a Formal Complaint by the Complainant can take place if:
 - a. the Complainant chooses to withdraw their complaint,
 - b. the Complainant notifies the Title IX Coordinator in writing, and
 - c. the request is submitted during the investigation or the hearing.

D. Formal Complaint Assessment

This Assessment will be performed to ensure the Formal Complaint can proceed legally and in accordance with Federal Title IX regulation.

- i. Dismissal of a Formal Complaint by CUSM will take place if:
 - a. the alleged conduct did not occur within a CUSM education program or activity,
 - b. the alleged conduct did not occur within the United States,
 - c. the Respondent is no longer enrolled or employed by CUSM, or
 - d. there are specific circumstances preventing CUSM from gathering sufficient evidence to reach a determination.

After filing a Formal Complaint, the Complainant can proceed with Informal or Formal Resolution Procedures.

Informal Process: After a Formal Complaint is filed, an Informal Resolution process may be initiated. Informal Resolution Procedures do not involve a full investigation and adjudication, rather Informal Resolution Procedures facilitate a restorative justice approach, which can include mediation. For an Informal Resolution to take place, all parties must provide voluntary, written consent to move forward with this option.

Formal Process: After a Formal Complaint is filed, a Formal Resolution process may be initiated. Formal Resolution Procedures involve a full investigation, live hearing, and adjudication. The Title IX Coordinator shall select the Investigator, Hearing Officer, and Appeals Officer, for each investigation from a pool of University employees or third parties specifically trained to serve in those roles.

For additional detail, please visit CUSM's full policy on Sexual Harassment and Sexual Misconduct that can be found here: <https://www.cusm.org/title-ix/about-title-ix.php>

Victim Confidentiality

Limited Confidentiality within the University. CUSM respects the privacy of those reporting Sexual Harassment also defined as Prohibited Conduct and will endeavor to respect requests for confidentiality to the greatest extent practicable.

Prior to the filing of a Formal Complaint, a Complainant's request for confidentiality will be maintained, meaning their identity will not be released to the Respondent, and the Title IX Coordinator will provide the Complainant resource options, and supportive measures.

Please Note: The Title IX Coordinator will have confidentiality limitations, after a Formal Complaint is filed. Also, confidentiality may be limited prior to a Formal Complaint if a particular supportive measure, such as a no-contact order where a Respondent would need to know the identity of the person with whom the Respondent's communication is restricted.

After a Formal Complaint is filed, identification of both parties will be included within the written notice of allegations report. This report will include the alleged conduct, the date and time of the alleged conduct, and the identity of the Complainant.

Confidential Resources within the Community. Students and/or employees who wish to seek advice or assistance or to discuss options for dealing with issues involving Sexual Harassment and any and all forms of sexual misconduct on a strictly confidential basis may do so by speaking with licensed counselors, clergy, medical providers in the context of providing medical treatment, rape crisis center counselors, and sexual violence advocates. Students, staff, and faculty who wish to speak to someone on a strictly confidential basis may contact the following confidential resources to discuss options available to you:

Partners Against Violence (Local Rape Crisis Center)

444 N Arrowhead Ave Suite #101 San Bernardino 92401

Free confidential advice and counseling available 24 hours, 7 days a week

909-885-8884

Website: <https://www.partnersagainstviolence.org>

Project Sister Advocates & Counselors (Rape Crisis Center)

Free confidential advice and counseling available 24 hours, 7 days a week

909-626-HELP (909-626-4357)

Website: <http://projectsister.org/>

RAINN Advocates & Counselors (National Sexual Assault Crisis Center)

Free confidential advice and counseling available 24 hours, 7 days a week

800-656-HOPE (800-656-4673)

For Online Hotline Assistance: <https://ohl.rainn.org/online/>

Website: <https://rainn.org/>

Registered Sex Offenders

Megan's Law is the name for a federal law in the United States requiring law enforcement authorities to make information available to the public regarding registered sex offenders. Laws were created in response to the murder of Megan Kanka. Click on this link [California Megans Law](#) to visit the Megan's Law website that provides information on registered sex offenders pursuant to California [Penal Code § 290.46](#) so that members of the public can better protect themselves and their families. The information on this site is extracted from the California Sex and Arson Registry (CSAR), the State's repository for sex offender information. The information in the CSAR is provided to local law enforcement agencies by the sex offender during the registration process.

Discipline Against CUSM Community Members Found to be Responsible for Committing Sexual Harassment or Sexual Misconduct

Information about Disciplinary Proceedings

Within a Formal Resolution Proceedings, specific adjudication processes are completed to determine if someone is responsible for the prohibited behavior, they are accused of doing against another. The following adjudication processes are implemented within the CUSM system in the following chronological order (for additional detail, please visit CUSM's full policy on Sexual Harassment and Sexual Misconduct that can be found here: <https://www.cusm.org/title-ix/about-title-ix.php>):

Investigation

All CUSM investigations will be thorough, reliable, and impartial. All investigations will entail interviews with all relevant parties and witnesses, to systematically obtain available evidence. The burden of proof and the burden of gathering evidence sufficient to reach a determination regarding responsibility rests on CUSM and not on the parties.

Pre-Hearing Conference

Ten (10) days prior to the Live Hearing, a conference with the Hearing Officer will be held (i.e., in-person or virtually) with each respective party and their advisor at separate times. The purpose of the Pre-Hearing Conference is to educate parties on the Live Hearing, answer questions, and discuss specific details such as the

expected scope of the Live Hearing, decorum, logistics, and to request a witness list for the campus to invite witnesses to be present for the Live Hearing.

Live Hearing

After the investigation and a Pre-Hearing Conference, a Live Hearing will be performed in-person or virtually by a Hearing Officer. The Hearing Officer is deemed the decision-maker to reach a fair, and accurate determination within the Title IX Grievance Procedure. The Hearing Officer will be a separate person from the Investigator and is under an obligation to objectively evaluate all relevant evidence, both inculpatory and exculpatory. Therefore, the Hearing Officer will independently reach a determination regarding responsibility and credibility by reviewing the Final Investigation Report and observing and overseeing the parties' equal right to present and cross-exam parties and witnesses (this includes the investigator, and fact and expert witnesses).

Written Determination

Following the Live Hearing, the Hearing Officer will provide a written determination regarding responsibility (within five (5) business day). The written determination will be sent simultaneously to both parties.

The written determination will include the following key elements:

- Identification of the specific allegations alleged to constitute sexual harassment as described in this Policy;
- The procedural steps taken from receipt of the Formal Complaint through the determination regarding responsibility (this includes the Investigative process, timeline, interviews with parties and witnesses, methods used to gather any and all evidence, and hearings held);
- Findings of fact supporting the determination;
- Conclusions regarding the application of CUSM's Title IX prohibited conduct Policy to the facts of the conduct alleged;
- Determination regarding responsibility for each allegation and the Hearing Officer's rationale for the result;
- Any disciplinary sanctions that will be imposed on the Respondent and whether the Complainant will be provided remedies (a description of what remedies will be implemented, if any, will not be disclosed for privacy purposes); and
- Information regarding the appeals process and grounds for appeal.

Disciplinary Sanctions for Students

The range of possible disciplinary sanctions for students if they are found responsible includes:

- Warning- written or verbal
- Required counseling
- Required training or education
- Withholding diploma
- Revocation of degree
- Transcript notation
- Banning from campus

- Suspension
- Expulsion

Disciplinary Sanctions for Employees

The range of possible disciplinary sanctions for employees if they are found responsible includes:

- Warning- written or verbal
- Performance improvement plan
- Required counseling
- Required training or education
- Demotion
- Suspension without pay
- Suspension with pay
- Revocation of tenure
- Termination

Supportive Measures against Sexual Harassment and Sexual Misconduct

Supportive Measures are confidential, individualized services (without fee for the Complainant or the Respondent) following an initial report. Supportive measures can be provided with or without the filing of a formal report. These measures are designed to protect the safety of all parties, CUSM's educational environment, and deter sexual harassment.

Student & Employee Supportive Measures

A range of supportive measures includes:

- Counseling services
- Course-related adjustments (exams, assignments, etc.)
- Work or class schedule modifications
- Academic support services
- Campus escort services
- Mutual No-Contact Order between parties
- Voluntary leaves of absence
- Increased security and monitoring in certain areas at CUSM
- And other similar remedies to support the goals of the CUSM Policy.

2022 Crime Statistics¹

California University of Science and Medicine	All On-Campus Property	Non-Campus Property	Public Property	Total
Reportable Criminal Offenses	2022			
Murder/Nonnegligent Manslaughter	0	0	0	0
Manslaughter by Negligence	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	0	0	0	0
Motor Vehicle Theft	0	1	0	1
Arson	0	0	0	0
Sexual Assault, including:				
Rape	0	0	0	0
Fondling	0	0	0	0
Incest	0	0	0	0
Statutory Rape	0	0	0	0
VAWA Offenses	2022			
Dating Violence	0	0	0	0
Domestic Violence	0	0	0	0
Stalking	0	0	0	0
Liquor, Drug, & Weapon Violations	2022			
Arrests: Liquor Law Violations	0	0	0	0
Disciplinary Referrals: Liquor Law Violations	0	0	0	0
Arrests: Drug Law Violations	0	0	0	0
Disciplinary Referrals: Drug Law Violations	0	0	0	0
Arrests: Weapons: Carrying, Possessing, etc.	0	0	0	0
Disciplinary Referrals: Weapons: Carrying, Possessing, etc.	0	0	0	0
Reportable Hate Crimes	2022			
Race	0	0	0	0
Gender	0	0	0	0
Gender Identity	0	0	0	0
Religion	0	0	0	0
Sexual Orientation	0	0	0	0
Ethnicity	0	0	0	0
National Origin	0	0	0	0
Disability	0	0	0	0

¹ The San Bernardino County Sheriff's Department was unable to provide statistical information for a non-campus site due to network issues affecting their ability to access reports.

2021 Crime Statistics

California University of Science and Medicine	All On-Campus Property	Non-Campus Property	Public Property	Total
Reportable Criminal Offenses	2021			
Murder/Nonnegligent Manslaughter	0	0	0	0
Manslaughter by Negligence	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	0	0	0	0
Motor Vehicle Theft	0	0	0	0
Arson	0	0	0	0
Sexual Assault, including:				
Rape	0	0	0	0
Fondling	0	0	0	0
Incest	0	0	0	0
Statutory Rape	0	0	0	0
VAWA Offenses	2021			
Dating Violence	0	0	0	0
Domestic Violence	0	0	0	0
Stalking	1	0	1	2
Liquor, Drug, & Weapon Violations	2021			
Arrests: Liquor Law Violations	0	0	0	0
Disciplinary Referrals: Liquor Law Violations	0	0	0	0
Arrests: Drug Law Violations	0	0	0	0
Disciplinary Referrals: Drug Law Violations	0	0	0	0
Arrests: Weapons: Carrying, Possessing, etc.	0	0	0	0
Disciplinary Referrals: Weapons: Carrying, Possessing, etc.	0	0	0	0
Reportable Hate Crimes	2021			
Race	0	0	0	0
Gender	0	0	0	0
Gender Identity	0	0	0	0
Religion	0	0	0	0
Sexual Orientation	0	0	0	0
Ethnicity	0	0	0	0
National Origin	0	0	0	0
Disability	0	0	0	0