



# The American Institute of Alternative Medicine 2022 Jeanne Clery Annual Security Report

*Compiled September 26, 2022*

*For more information, visit <https://www.aiam.edu/campus-security-title-ix/>*

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## Message from the COO/Campus President

Dear Campus Community,

The American Institute of Alternative Medicine is committed to ensuring our campus remains a safe and secure place to live, work, and learn. As part of that commitment, I am pleased to introduce the 2022 Clery Annual Security Report (ASR). This report was compiled by AIAM's Safety and Security Committee in collaboration with local law-enforcement agencies.

The ASR is designed to provide you with important information about safety and security on campus, in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act).

Awareness is an important factor in keeping our campus safe, and I encourage you to review this report carefully. In this report, you will find AIAM policies and procedures as well as information about personal safety, crime prevention, and how to report suspicious and criminal activity. The report also includes campus crime statistics for the previous three (3) calendar years.

Each of us plays a role in safety, security, and the prevention of crime. We greatly appreciate your efforts in helping keep the AIAM campus and community safe.

Sincerely,

Dr. Ralynn Ernest  
COO/Campus President

## Introduction:

# Clery Annual Security Report Overview and Preparation

The American Institute of Alternative Medicine (AIAM) 2022 Clery Annual Security Report provides policies, procedures, and crime and safety information to assist students, faculty and staff in making decisions which affect their personal safety on campus. This information is provided in accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. In 1990, Congress passed the Crime Awareness and Campus Security Act (CACSA) amendments to the Higher Education Act of 1965 (HEA). Amendments to CACSA in 1998 renamed the law the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the Clery Act) in memory of a student who was murdered in her dorm room. In 2000, the Campus Sex Crimes Prevention Act amendment was added to require campuses to include a statement in their Annual Security Report advising the campus community where law enforcement information provided by the state concerning registered sex offenders may be obtained. In 2013, Congress passed the Violence Against Women Reauthorization Act (VAWA), which expanded the rights afforded to campus survivors of sexual assault, domestic violence, dating violence, and stalking. VAWA also details the role of law enforcement, the types of crimes mandated for reporting, and stipulates the need for violence prevention programming.

The Clery Act requires that all postsecondary institutions participating in title IV student financial assistance programs disclose campus crime statistics and other security information to students and the public. The VAWA amendments added requirements that institutions disclose statistics, policies, and programs related to dating violence, domestic violence, sexual assault, and stalking, among other changes.

This report includes statistics from the previous three years concerning reported crimes that occurred on-campus, non-campus, and public property within or immediately adjacent to and accessible from the campus. The report also includes institutional policies concerning campus security and safety. The data was collected from the Columbus Police Department and the AIAM Crime Log. In April 2014, an AIAM Campus Safety and Security Committee was formed to compile the report and lend guidance to the AIAM campus on safety and security related policies and procedures. Every effort is taken to ensure that our statistics are as accurate as possible. AIAM does not employ any security personnel. Instead, key staff members are designated as Campus Security Authorities (CSAs) and are identified later in this report.

The AIAM Crime Report is distributed electronically to students, faculty, and staff and is available for viewing at <https://www.aiam.edu/campus-security-title-ix/>. A hard copy of the report may be obtained upon request by contacting the Assistant Director of Education/Student Services, Melissa Fischer, at [mfischer@aiam.edu](mailto:mfischer@aiam.edu).

## Clery Annual Security Report Preparation

The completion of the Clery Annual Security Report (ASR) is assigned to the Assistant Director of Education/Student Services and Title IX Coordinator, who is chairperson of the AIAM Safety and Security Committee. The Assistant Director of Education/Student Services and Title IX Coordinator (ADOE/SS) requests AIAM's crime statistics annually from the Columbus Police Department. Although not required to maintain a crime log, annual data logged in by the ADOE/SS/Title IX Coordinator from Universal Crime/Incident Report Forms is also reviewed as part of the Annual Security Report preparation process. Campus crime data is entered into the Campus Safety and Security

Survey by the Campus Safety Survey Administrator (CSSA) prior to the published data collection close date. The ADOE/SS/Title IX Coordinator prepares the initial report for review by the Campus Safety and Security Committee. Upon committee and Campus President approval, the report is distributed to the AIAM campus community. Members of the AIAM campus community are urged to use this report as a reference for safe practices on and off campus.

## Safety and Security Committee

In April 2014, the American Institute of Alternative Medicine created the AIAM Safety and Security Committee to elevate the importance of campus safety at AIAM. The Safety and Security Committee is represented by various disciplines across the campus and includes:

1. Administration-Melissa Fischer, Assistant Director of Education/Student Services, Title IX Coordinator (Committee Chair) [mfischer@aiam.edu](mailto:mfischer@aiam.edu)
2. Administration- Jan Brown [jbrown@aiam.edu](mailto:jbrown@aiam.edu)
3. Administration-Andre Lloyd (Financial Aid) [alloyd@aiam.edu](mailto:alloyd@aiam.edu)
4. Academia-Janet Adams, Assistant Director of Nursing [jadams@aiam.edu](mailto:jadams@aiam.edu)
5. Administration- Heather Snediker, [hsnediker@aiam.edu](mailto:hsnediker@aiam.edu)

The committee is committed to creating a safe, secure learning and work environment by:

- Understanding AIAM's public safety programs and each person's responsibility as a member of the AIAM community to advance a safe and secure environment;
- Identifying issues of key concern;
- Providing feedback on programs, policies and procedures related to campus safety, including emergency preparedness, crime prevention, education and training, and communication;
- Serving as a key communicator about campus safety within the AIAM community;
- Providing annually a safety update program for staff and faculty;
- Preparing the Annual Security Report (ASR);
- Reviewing biennially AIAM's Drug and Alcohol Abuse Program (DAAP); and
- Conducting facility site inspections.

Campus safety information can be forwarded to the Safety and Security Committee by contacting any of the committee's members.

## Chapter 1: Drug and Alcohol Policies, Underage Drinking Laws, and Federal and State Drug Laws

### Drug and Alcohol Policies

AIAM students and employees are prohibited from using, possessing, exchanging, selling and/or distributing controlled substances (illegal drugs) and/or the unlawful use of alcohol while on school premises or while engaged in any school sponsored activity. Students and employees are also prohibited from coming to school, working in the clinic, or engaging in any practice sessions or other course requirements while under the influence of alcohol or illegal drugs. Being under the influence or in possession of any illegal drugs or alcohol while on school property or at school sponsored activities may be grounds for dismissal and criminal prosecution.

The use of alcohol, legal or illegal drugs in any manner that adversely affects or could affect an employee's behavior at work subjects AIAM and all associates with whom the user comes into contact to unacceptable risk. Therefore, AIAM insists that our employees function at work entirely free of the effects of illegal drugs and the abuse of legal substances.

Students/employees in violation of AIAM policies are subject to dismissal or termination of services. Further, students/employees who violate AIAM Substance Abuse policies are also subject to arrest and prosecution under applicable local, state, or federal laws. Information on state laws and sanctions can be found in Chapter 2925 of the Ohio Revised code in your local public library.

Illegal use, possession or distribution of drugs is subject to criminal legal sanctions under local, state and federal law. Purchasing, possessing or consuming alcohol by anyone under 21 years of age is a first-degree misdemeanor in Ohio. The maximum penalties associated with this offense are six-month imprisonment or a \$1,000 fine or [both](#).

### Drug-Free School and Community Act

The American Institute of Alternative Medicine is a dynamic learning environment. Its students, faculty, staff, alumni, and guests interact in a wide variety of intellectual and social activities that may extend outside of the classroom. We value and promote an environment of legal and responsible alcohol use and support alcohol-free environments. We recognize alcoholic beverages may be available at some activities. Such activities are consistent with AIAM's values when they foster moderation and safety in alcohol consumption.

AIAM complies fully with local, state, and federal regulations regarding the sale, possession and consumption of alcoholic beverages. The unlawful manufacture, possession, use or distribution of illicit drugs or controlled substances on campus or as part of AIAM activities is strictly prohibited. All members of the AIAM community are held responsible for their behavior and for respecting the rights of others. We are committed to providing the community with education as it relates to illicit drug use, the consumption of alcohol in general and as it relates to high-risk alcohol use, in particular. We provide programs, support and resources that promote making health-enhancing experiences a priority.

Please refer to AIAM's Student Catalog for additional information for students and the AIAM Employee Handbook for additional information for faculty and staff.



## Regulations Governing Alcoholic Beverages

### Alcohol Guidelines

The use of alcoholic beverages is prohibited on AIAM's campus unless an exception for a special event is granted by the Campus President. When alcohol is present at an event, strict controls must be enforced to prevent underage drinking. These controls are consistent with local, state, and federal laws and AIAM's Student Catalog and Employee Handbooks. AIAM nursing students are held to additional standards and drug screens per nursing program policies published in the catalog.

### Policy Violations

Any student, faculty or staff member, or visitor found to be in violation of local, state, and/or federal law, or who violates AIAM's alcohol and other drug policies, is subject to disciplinary procedures and/or referral to the appropriate authorities for legal prosecution. Campus disciplinary sanctions include, but are not limited to, written warnings, loss of privileges, probation, participation in an alcohol or other drug assistance or rehabilitation program, suspension, expulsion, termination of employment and/or referral for prosecution. Sanctions may also apply to off-campus conduct.

If alcohol violations occur, the following systems may be used:

- a. Students are subject to appropriate discipline.
- b. Faculty and Staff will be disciplined per Employee Handbook guidelines.

Alcohol policy violations can be reported to the Campus Security Authority who will forward the information to the appropriate personnel.

## Regulations Governing Illicit Drugs

The unlawful manufacture, possession, use or distribution of illicit drugs or controlled substances on campus or as part of AIAM activities is strictly prohibited. AIAM expects students, faculty, staff, and campus visitors to abide by all applicable local, state, and federal laws regarding illicit drugs and controlled substances.

### Definitions

**Open container:** Any holder or receptacle that allows access to alcohol, including any bottle, can, or similar container on which the original seal has been broken. A bottle must be recorked by the permit holder.

**Physical control of a vehicle:** Being in the driver's position of the front seat of a vehicle and having possession of the vehicle's ignition key or other ignition device.

### Legal Requirements

Under local, state, and federal laws, it is a crime to do any of the following: (For more information, see [www.com.ohio.gov/liqr/](http://www.com.ohio.gov/liqr/) and <http://www.dea.gov>)

#### Underage Drinking

1. Purchase, order, pay for, or share the cost of alcohol if you are under 21.
2. Possess alcohol if you are under 21.

3. Consume alcohol if you are under 21, unless it is provided by and consumed in the presence of your parent, legal guardian, or adult spouse.
4. Sell alcohol to or buy alcohol for anyone under 21.
5. Furnish alcohol for anyone under 21, unless you are the parent, legal guardian, adult spouse in your own home or apartment, or one or more specified religious, educational or medical purposes.
6. Allow anyone under 21, other than your own child/dependent, who possesses or consumes alcohol to remain in your home, apartment, or in other property that you own or occupy.

### **False Identification**

1. Show or give false information about your name, age, or other identification to purchase or obtain alcohol if you are under 21.
2. Provide false information about the name, age or other identification of another person under 21 to purchase or obtain alcohol for that person.

### **Open Containers**

1. Have an open container of alcohol in your possession in any unlicensed public place.
2. Have an open container of alcohol in your possession while driving or riding in or on a motor vehicle.
3. Have an open container of alcohol in your possession while in or on a motor vehicle that is parked in or on a highway, street, or other place open to the public for parking.

### **Transportation**

If you are under 21, you are considered to be driving under the influence if:

1. Your blood alcohol level is 0.02 or higher and 0.08 at age 21. Refusing an alcohol test results in an immediate administrative license suspension.
2. You consume alcohol while in a motor vehicle.
3. You drive while under the influence of alcohol.
4. You are in physical control of a vehicle while drinking or under the influence of alcohol.

### **Disorderly Conduct**

1. Engaging in conduct that offends, inconveniences, annoys, or alarms others or that poses a risk of physical harm to yourself, to others, or to property while you are voluntarily intoxicated.

### **Alcohol Sales**

1. Hold an event where alcohol is sold, or an event where alcohol is provided without charge but there is an entrance fee, cover charge, or other fee, without an appropriate permit. Information on how to obtain a temporary liquor permit is available from the Ohio Division of Liquor Control by phone at 614-644-2360 and on the web at <http://www.com.ohio.gov/liqr/>. You must also have permission to serve alcohol on campus from the CEO or Campus President.

### **Illicit Drugs**

1. Selling or offering to sell any controlled substance, or preparing or packaging any controlled substance for sale.
2. Distributing any controlled substance.
3. Knowingly obtaining, possessing, or using a controlled substance.



## State of Ohio Alcohol and Drug Law Criminal Sanctions

**1. Underage Drinking:** Ohio Revised Code (O.R.C.) 4301.63 provides that *no person under the age of 21 shall purchase beer or intoxicating liquor*. Penalty for a violation: A fine of not less than \$25 but not more than \$100 may be imposed. The court may order that the fine be paid by the performance of public work at a reasonable hourly rate established by the court, and may specify the designated time in which the public work shall be completed.

**2. False identification used to purchase alcohol for someone under 21:** O.R.C. Section 4301.633 provides that *no person shall knowingly furnish any false information as to the name, age, or other identification of any person under 21 years of age for the purpose of obtaining or with the intent to obtain, beer or intoxicating liquor for a person under 21 years of age, by purchase, or as a gift*. Penalty for a violation: Violation of O.R.C. section 4301.633 is a misdemeanor of the first degree. The maximum penalty is imprisonment for not more than 6 months and a fine not more than \$1,000.

**3. False identification used to purchase alcohol by someone under 21:** O.R.C. Section 4301.634 provides that *no person under the age of 21 years shall knowingly show or give false information concerning the person's name, age, or other identification for the purpose of purchasing or otherwise obtaining beer or intoxicating liquor in any place in this state where beer or intoxicating liquor is sold under a permit issued by the division of liquor control or sold by the division*. Penalty for violation: Violation of O.R.C. Section 4301.634 is a misdemeanor of the first degree, punishable by up to 6 months imprisonment and fines up to \$1,000. If a false or altered state identification card was used in commission of a violation of O.R.C. Section 4301.634, the punishment is a first-degree misdemeanor with a fine of at least \$250 to \$1,000 and up to six months imprisonment.

**4. Open container in a motor vehicle:** O.R.C. Section 4301.64 *prohibits the consumption of beer or intoxicating liquor in a motor vehicle*. Penalty for violation: A violation of O.R.C. Section 4301.64 is a misdemeanor of the fourth degree punishable by up to thirty days in jail and a fine up to \$250.

**5. Furnishing or selling alcohol to someone under 21:** O.R.C. Section 4301.69(A) *prohibits any person from selling or furnishing beer or intoxicating liquor to a person under 21 years of age, or buying it for any person under the age of 21*. Penalty for violation: Violation of O.R.C. Section 4301.69(A) is a misdemeanor punishable by a fine of at least \$500 but not more than \$1,000, and in addition imprisoned for up to 6 months.

**6. Underage purchase, possession or consumption of alcohol:** O.R.C. Section 4301.69(E) provides that *no underage person shall knowingly order, pay for, share the cost of, attempt to purchase, possess, or consume any beer or intoxicating liquor in any public or private place or knowingly be under the influence of any beer or intoxicating liquor unless he or she is accompanied by a parent, spouse, or legal guardian who is not an underage person, or unless the beer or intoxicating liquor is given for religious purposes or by a physician for medical purposes*. Penalty for violation: A violation of O.R.C. Section 4301.69(E) is a misdemeanor of the first degree. The maximum penalty is imprisonment for not more than 6 months and a fine up to \$1,000.

**7. Driving while intoxicated:** O.R.C. Section 4511.19 *prohibits any person from driving a motor vehicle while under the influence of alcohol or drugs*. Penalty for violation: A violation of O.R.C. Section 4511.19 is a misdemeanor of the first degree, the maximum penalty for which is a jail term of up to 6 months and a fine up to \$1,000. In addition, the court may impose additional fines, community rehabilitation or intervention programs, and suspend or revoke the offender's driver's license. Additional penalties exist for repeat offenders of O.R.C. Section 4511.19.

**8. Selling or distributing illicit drugs:** O.R.C. Section 2925.03 *prohibits any person from selling or offering to sell any controlled substance, preparing or packaging any controlled substance for sale, or distributing any controlled*

*substances.* Penalty for violation: Anyone who violates this statute is guilty of drug trafficking. Violation of this statute is a felony, the level of which depends on the specific criteria set forth in Section 2925.03(C), including type and weight of drug. The minimum penalty for a fifth-degree felony can include 6 to 12 months in jail and/or a fine up to \$2,500. The maximum penalty for a first-degree felony can include imprisonment up to 10 years and a fine up to \$20,000.

**9. Possessing or using illicit drugs:** O.R.C. Section 2925.11 *prohibits any person from knowingly obtaining, possessing, or using a controlled substance.* Penalty for violation: Violation of this statute is drug abuse, which may be a misdemeanor or a felony depending on the specific criteria set forth in Section 2925.11(C), including type and weight of drug. The minimum penalty, a fourth-degree misdemeanor, is punishable by imprisonment of up to 30 days and a fine up to \$250. The maximum penalty, a first-degree felony, is punishable by up to 10 years in prison and a fine up to \$20,000.

*This information is provided as a general summary of the major applicable laws. Laws frequently are amended and reinterpreted, and the application of law to specific situations generally requires an analysis of all of the facts and circumstances. This information should not be substituted for specific legal advice. If you are charged with a crime it is a good idea to seek advice of an attorney. Legal representation is not permitted for student judiciary processes. Updates to these laws are generally reflected on the websites mentioned here, but individuals are ultimately responsible for knowing the laws. This information should not be substituted for specific legal advice.*

Violation of the laws referenced previously may also be a violation of AIAM's Student Handbook policies and rules and could result in sanctions up to and including dismissal. It should also be noted that AIAM's expectations for appropriate behavior may be higher than those under the law.

## Federal Drug Laws

Federal law prohibits the trafficking and illegal possession of controlled substances as outlined in 21 United States Code, Sections 841 and 844. Depending on the amount possessed first offense maximum penalties for trafficking marijuana range from five years imprisonment with a \$250,000 fine to imprisonment for life with a \$4 million fine for an individual, and from five years' imprisonment with a \$1 million fine to imprisonment for life with a \$20 million fine for more than one offender. Also depending on the amount possessed, first offense maximum penalties for trafficking Class I and Class II controlled substances (methamphetamine, heroin, cocaine, cocaine base, PCP, LSD, fentanyl analogue) range from five years' imprisonment with a \$2 million fine to imprisonment for life and a \$4 million fine for an individual, and from five years' imprisonment with a \$5 million fine to imprisonment for life and a \$10 million fine for more than one offender. First offense penalties for simple possession, 21 USCS **Section 844**, range from at most one years' imprisonment or at least a \$1,000, fine, or both; to at most 20 years' imprisonment and at least a \$1,000 fine. *For the most current and complete information regarding Federal penalties for drug trafficking, visit the U.S. Drug Enforcement Administration's website at: <http://www.dea.gov>.*

## Health Effects of Alcohol and Drugs

Alcohol is a central nervous system depressant that is rapidly absorbed from the stomach and small intestine into the bloodstream. A standard drink equals 0.6 ounces of pure ethanol, or 12 ounces of beer; 8 ounces of malt liquor; 5 ounces of wine; or 1.5 ounces (a "shot") of 80-proof distilled spirits or liquor (e.g., gin, rum, vodka, or whiskey).

### Risks and Possible Health Effects of Alcohol Use

<b>Intoxication</b>	Intoxication can impair brain function and motor skills. Intoxication increases the risk of death from automobile crashes, the leading cause of death of college-aged people.
<b>Heavy drinking</b> (Men: More than 15 drinks per week; Women: More than 8 drinks per week)	Heavy drinkers have a greater risk of liver disease, heart disease, sleep disorders, depression, stroke, bleeding from the stomach, sexually transmitted infections from unsafe sex, and several types of cancer (liver, mouth, throat, larynx and esophagus). They may have problems managing diabetes, high blood pressure, and other conditions.
<b>Injuries</b>	Drinking too much increases your chances of being injured or even killed. Alcohol is a factor, for example, in about 60% of fatal burn injuries, drownings, and homicides; 50% of severe trauma injuries and sexual assaults; and 40% of fatal motor vehicle crashes, suicides, and fatal falls.
<b>Birth defects</b>	Drinking during pregnancy can cause brain damage and other serious problems to the baby. Because it is not yet known whether any amount of alcohol is safe for a developing baby, women who are pregnant or may become pregnant should not drink.
<b>Alcohol use disorders</b>	Alcoholism or alcohol dependence is a diagnosable disease characterized by a strong craving for alcohol, and/or continued use despite harm or personal injury. Alcohol abuse, which can lead to alcoholism, is a pattern of drinking that result in harm to one's health, interpersonal relationships, or ability to work.

Source: <https://www.cdc.gov/alcohol/fact-sheets/alcohol-use.htm>

### Health Effects of Commonly Abused Drugs (i.e. illegal or not used as prescribed)

<b>Category Name</b>	<b>Possible Health Effects</b>
Cannabinoids, Hashish, Marijuana	Cough, frequent respiratory infections, impaired memory and learning, increased heart rate, anxiety, panic attacks, tolerance, addiction

Depressants: Barbiturates ( <i>Phenobarbital</i> ), Benzodiazepines ( <i>Ativan</i> , <i>Valium</i> ), Flunitrazepam ( <i>Rohypnol</i> ), GHB Methaqualone ( <i>Quaalude</i> )	Fatigue, confusion, impaired coordination, memory, judgment, addiction, respiratory depression and arrest, death; <i>For Barbiturates – depression, unusual excitement, fever, irritability, poor judgment, slurred speech, dizziness, life-threatening withdrawal. For benzodiazepines—dizziness; For flunitrazepam—visual and gastrointestinal disturbances, urinary retention, memory loss for the time under the drug's effects; For GHB—drowsiness, nausea/vomiting, headache, loss of consciousness, loss of reflexes, seizures, coma, death; For methaqualone—depression, poor reflexes, slurred speech, coma</i>
Dissociative Anesthetics, Ketamine, PCP and analogs	Memory loss, numbness, nausea/vomiting; <i>For ketamine—at high doses delirium, depression, respiratory depression and arrest; For PCP and analogs—possible decrease in blood pressure and heart rate, panic, aggression, violence/loss of appetite, depression</i>
Hallucinogens, LSD, Mescaline, Psilocybin	Altered states of perception and feeling, nausea, persisting perception disorder (flashbacks); <i>For LSD and mescaline—increased body temperature, heart rate, blood pressure, loss of appetite, sleeplessness, numbness; For LSD— persistent mental disorders. For psilocybin— nervousness, paranoia.</i>
Opioids and Morphine Derivatives, Codeine ( <i>Robitussin A-C</i> , <i>Tylenol with Codeine</i> ) Fentanyl ( <i>Duragesic</i> ), Heroin, Morphine, Opium, Oxycodone HCL ( <i>Oxycontin</i> ), Hydrocodone, Bitartrate, Acetaminophen ( <i>Vicodin</i> )	Nausea, constipation, confusion, sedation, respiratory depression and arrest, tolerance, addiction, unconsciousness, coma, death. <i>For codeine—less analgesia, sedation, and respiratory depression than morphine. For heroin—staggering gait.</i>
Stimulants, Amphetamine, Cocaine, MDMA Methamphetamine, Methylphenidate ( <i>Ritalin</i> ), Nicotine	Rapid or irregular heartbeat, reduced appetite, weight loss, heart failure, nervousness, insomnia; <i>For amphetamine—rapid breathing/tremor, loss of coordination, irritability, anxiousness, restlessness, delirium, panic, paranoia, impulsive behavior, aggressiveness, tolerance, addiction, psychosis; For cocaine—increased temperature/chest pain, respiratory failure, nausea, abdominal pain, strokes, seizures, headaches, malnutrition, panic attacks; For MDMA—mild hallucinogenic effects, increased tactile sensitivity, empathic feelings/impaired memory and learning, hyperthermia, cardiac toxicity, renal failure, liver toxicity; For methamphetamine—aggression, violence, psychotic behavior/memory loss, cardiac and neurological damage, impaired memory and learning, tolerance, addiction; For nicotine—additional effects attributable to tobacco</i>

	<i>exposure, adverse pregnancy outcomes, chronic lung disease, cardiovascular disease, stroke, cancer.</i>
Other compounds-Anabolic steroids ( <i>Anadrol</i> )	Hypertension, blood clotting and cholesterol changes, liver cysts and cancer, kidney cancer, hostility and aggression, acne, in adolescents- premature stoppage of growth, in males- prostate cancer, reduced sperm production, shrunken testicles, breast enlargement, in females- menstrual irregularities, development of beard and other masculine characteristics
Dextromethorphan ( <i>Found in some cough and cold medications</i> )	Memory loss, numbness, nausea/vomiting
Inhalants ( <i>Solvents, gases, nitrites</i> )	Unconsciousness, cramps, weight loss, muscle weakness, depression, memory impairment, damage to cardiovascular and nervous systems, sudden death

Source: <https://www.drugabuse.gov/publications/drugs-brains-behavior-science-addiction/addiction-health>

## Programs on Substance Abuse

### Drug and Alcohol Abuse Education (DAAP)

AIAM's New Student Orientation Program acquaints students with school policies associated with drug and alcohol abuse and consequences. Recognition of signs and symptoms associated with drug abuse is included in many academic classes across all programs. Information is available in the orientation packet and from the Assistant Director of Education/Student Services and Title IX Coordinator. AIAM's Student Services brochure provides information on drugs, counseling, treatment and rehabilitation programs available in the community to students and employees. This brochure is also part of the New Employee and Student Orientation Program packet. On an annual basis drug and alcohol information is updated on the AIAM website for students, faculty and staff, and can be found at <https://www.aiam.edu/consumer-info/>. The biennial Review of Drug and Alcohol Abuse Presentation Information and Programs can be found later in this document.

### Prevention and Assistance

Alcohol and other drugs affect the health and safety of students, faculty, staff, and campus visitors, and their abuse interferes with the learning environment. AIAM is committed to providing a safe, healthy learning community. The new AIAM personnel and student orientation programs provide information on alcohol and drug abuse prevention. AIAM's Nursing Program Drug and Alcohol Policy (published in AIAM catalog and Student Services brochure) lists agencies that can provide prevention assistance.

### Education and Treatment Resources

All faculty, staff and students are encouraged to seek help early in the discovery of a problem with alcohol and/or other drugs, and to learn how to assist others with problems related to substance abuse. The earlier assistance is obtained, the less likely there will be serious, negative consequences resulting from an alcohol or other drug problem. Persons seeking assistance for a substance abuse problem will not be sanctioned by AIAM as a result of seeking such assistance. The following are some resources for confidential assistance.

### Off Campus Resources

Alcoholics Anonymous (AA) 614-253-8501 <a href="http://www.aa.org">www.aa.org</a>	Help for anyone with a desire to stop drinking
Amethyst, Inc. 614-242-1284 <a href="http://www.amethyst-inc.org/">www.amethyst-inc.org/</a>	Intensive outpatient & transitional housing for women & children
Cocaine Anonymous (CA) 614-251-1122 <a href="http://www.ca.org/">www.ca.org/</a>	Support for those who seek recovery from cocaine
Narcotics Anonymous (NA) 614-252-1700 <a href="http://www.nacentralohio.org">www.nacentralohio.org</a>	12-step program for recovering drug addicts



Talbot Recovery Services 614-257-3760	Adult inpatient and outpatient programs including highly specialized treatment tracks, and outpatient program for adolescents dealing with addictions
Maryhaven 614-445-8131 <a href="http://www.maryhaven.com/home.asp">www.maryhaven.com/home.asp</a>	Addiction recovery services, from a holistic behavioral healthcare perspective, to individuals and families regardless of ability to pay and to return to our community recovering men, women, and children
Parkside Recovery Services (The Woods at Parkside) 614-471-2552 <a href="http://www.thewoodsatparkside.com/">www.thewoodsatparkside.com/</a>	Intensive outpatient assessment, counseling, groups, medical services, and medication in association with addictions including special programs for adolescents and OVI offenders

## Hotlines

Choices for Victims of Domestic Violence	614-224-4663
Opiate Crisis Line Hotline	614-724-4673
SAMHSA National Helpline -free, confidential, 24/7, 365 treatment referral and information service for individuals and families facing mental and/or substance use disorders	1-800-662-4357
Suicide Hotline	614-221-5445

## Chapter 2:

# Programs and Policies to Prevent and Respond to Dating Violence, Domestic Violence, Sexual Assault, and Stalking

All new students and employees are given an information packet, in digital or physical format. At the new student orientation, a video on consent is shown (available at <https://youtu.be/fGoWLS4-kU>). The Sexual Assault Response Network of Central Ohio (SARNCO) and the Rape, Abuse & Incest National Network (RAINN) provide pdf files that AIAM distributes to new students. These include “SARNCO Sexual Assault Intervention and Prevention Services,” “Self-Care After Trauma,” “We Can Stop Sexual Assault, Harassment, and Abuse Before They Happen,” “Power and Control Wheel,” “Power and Control Tactics Used Against Immigrant Women,” and others. AIAM also distributes crime prevention documents provided by the Columbus Police Department Community Liaison.

## Information on Sex Offenses, Relationship Violence, and Stalking

Sexual assault, relationship violence, and stalking are crimes of power and control that reflect a blatant disregard for the feelings and rights of others. These crimes of power can happen anywhere, at any time, to anyone. According to the [National Sexual Violence Resource Center](#) (2022), an estimated 1 in 5 women in the United States have experienced attempted or completed rape in their lives, and almost 25% of men in the U.S. experienced some form of sexual violence in their lifetime. These statistics are alarming. AIAM does not tolerate violence or intimidation and is prepared to respond to these incidents. AIAM provides programs and services that focus on education, prevention, and response to sex offenses, relationship violence and stalking in conjunction with local social services agencies.

Students who are victimized can experience high levels of physical and psychological distress. Negative consequences of these incidents are wide-ranging and may include:

- Unwanted pregnancy
- Sexually transmitted disease
- Difficulty sleeping
- Depression and anxiety
- Low self-esteem
- Adoption of negative health practices (such as substance abuse, eating disorders, and smoking)
- Difficulty concentrating on academic work

There may also be disruption of employment and enormous financial expenditures resulting from pursuing medical, social, psychological or legal services. Survivors often blame themselves and fail to report the offense. This can result in survivors failing to obtain necessary medical, social, legal, and psychological assistance.

## AIAM Sexual Misconduct and Title IX Sexual Harassment Policy - Effective August 14, 2020

School employees and students are expected to abide by all local, state, and federal criminal laws. AIAM educates the student community about acceptable student conduct including the desire to have the campus free from sexual harassment through mandatory new student orientations four times a year. AIAM prohibits the offenses of domestic violence, dating violence, sexual assault and stalking (as defined by the Clery Act) and is committed to maintaining a campus environment that emphasizes the dignity and worth of all community members.

All programs taught at AIAM involve interpersonal relations and physical touch. Across all curriculums, students receive education on establishing boundaries relative to touch and ethics. Student conduct policies require that students not engage in any sexual activity and/or sexual harassment on school premises or while engaged in any program or activity associated with the school.

This Sexual Misconduct and Title IX Sexual Harassment Policy describes AIAM's prohibition against sexual misconduct as well as sexual harassment as defined by federal regulations issued by the United States Department of Education. This policy applies only to sexual misconduct and/or harassment that is committed by a participant in connection with an AIAM program or activity. The policy does not cover sexual misconduct and/or harassment committed by a third party that is not participating in an AIAM program or activity. This statement of policy is intended to inform the AIAM community of our programs to address domestic violence, dating violence, sexual assault, sexual harassment, and stalking as well as the procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, sexual harassment, and stalking.

### I. GENERAL DEFINITIONS

**Advisor:** In the formal resolution and investigation process, a person who attends hearings and meetings with the reporting and/or responding party, to provide advice and support. This can be any person of the reporting or responding party's choosing, including a friend, relative, or lawyer.

**Coercion:** Unreasonable pressure for sexual activity. Continued pressure beyond the point when someone has made it clear that they do not want to engage in sexual behavior.

**College Program or Activity:** A program or activity (including employment and enrollment) that is managed by or supervised by the college.

**Confidential Advisor:** An AIAM employee designated and trained to assist students in the process of reporting a sexual harassment or misconduct complaint. The Confidential Advisor is not required to disclose information to the authorities or the Title IX Coordinator. AIAM's Confidential Advisor is Jan Brown, [jbrown@aiam.edu](mailto:jbrown@aiam.edu)

**Consent:** Consent is clear, unambiguous, and voluntary agreement between participants to engage in specific sexual activity. Consent must be actively and freely given, informed and mutually understandable to engage in a particular activity. Consent is also specific to a given situation and may be withdrawn at any time. Consent cannot be procured by the use of physical force, compelling threats, intimidating behavior or coercion. A person who is incapacitated or unable to give consent due to age or an intellectual and/or other disability cannot validly give consent. A current or previous dating or sexual relationship is not sufficient to constitute consent to sexual activity and does not imply consent to other forms of sexual activity. Being intoxicated does not diminish one's responsibility to obtain consent.

**Dating Violence:** The Clery Act defines the crime of dating violence as follows:

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 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. 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.

For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

**Domestic Violence:** The Clery Act defines the crime of Domestic Violence as follows:

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.

For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting

The state of Ohio defines domestic violence as follows:

(1) "Domestic violence" means any of the following:

a. The occurrence of one or more of the following acts against a family or household member:

- (i) Attempting to cause or recklessly causing bodily injury;
- (ii) Placing another person by the threat of force in fear of imminent serious physical harm or committing a violation of section 2903.211 or 2911.211 of the Revised Code;
- (iii) Committing any act with respect to a child that would result in the child being an abused child, as defined in section 2151.031 of the Revised Code;
- (iv) Committing a sexually oriented offense.

b. The occurrence of one or more of the acts identified in divisions (1)(a) to (iv) of this section against a person with whom the respondent is or was in a dating relationship.

**Force:** Use of physical violence on someone to gain sexual access.

**Formal Complaint:** A document signed and dated by the reporting party or the Title IX Coordinator alleging a violation of the Title IX Sexual Harassment Policy and requesting a resolution process to be used.

**Formal Resolution/Investigation Process:** A process in response to a formal Title IX complaint involving an investigation, hearing, corrective action, and potentially an appeal.

**Incapacitation:** Lacking the physical and/or mental ability to make informed, rational judgments.

**Mediation:** An alternative to the formal resolution process. Available on a voluntary basis if both parties are willing to mediate, in cases of sexual harassment or sex discrimination. Cannot be used in place of formal resolution process if the complaint is by a student regarding an employee.

**Reporting Party:** The individual who reported that they experienced or witnessed sexual misconduct, regardless of whether that individual participates in the disclosure or review of that report by the College at any point. A reporting party must be participating in or attempting to participate in a program or activity of the college. AIAM may sign a formal complaint on behalf of the reporting party.

**Responding Party:** Faculty, staff, student, or participant in a program who is reported to have violated the Title IX Sexual Harassment Policy. A responding party must be participating in or attempting to participate in a program or activity of the college.

**Retaliation:** Any attempt to intimidate, threaten, coerce, or take adverse action against a reporting party, responding party, witness, or any other person participating in or conducting an investigation or resolution of a complaint that negatively alters the terms, conditions or benefits of that individual's equitable access to AIAM programs or activities.

**Sexual Assault:** The Clery Act defines the crime of sexual assault as follows:

An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is "any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent."

- **Rape** is defined as 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** is defined as the touching of the private parts of another person for the purposes 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 their temporary or permanent mental incapacity.
- **Incest** is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape** is defined as sexual intercourse with a person who is under the statutory age of consent.

**Sex Discrimination:** An adverse action taken against an individual because of gender or sex (including Sexual Harassment, Sexual Misconduct, Domestic Violence, Dating Violence, and Stalking). Persons of all genders and gender identities can be victims of Sex Discrimination.

**Sexual Harassment:** For Title IX Purposes, the definition of sexual harassment includes any of three types of misconduct on the basis of sex, all of which jeopardize the equal access to education that Title IX is designed to protect:

1. *Quid pro quo* harassment: unwelcome sexual advances, requests for sexual favors, or other unwelcome sexual conduct by an employee of the College if acceptance or rejection of such conduct is used to determine aid, benefit, or service in programs or activities.
2. Any unwelcome conduct that a reasonable person would find so severe, pervasive, and objectively offensive that it denies a person equal educational access.
3. Any instance of sexual assault, dating violence, domestic violence, or stalking as defined in the Violence Against Women Act.

**Sexual Misconduct:** A broad term encompassing sexual assault, sexual exploitation, non-consensual sexual contact, and sexual harassment. Sexual misconduct can occur between strangers or acquaintances, including people involved in an intimate or sexual relationship.

**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 to 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.

**Supportive Measures:** Non-disciplinary and non-punitive services offered to both reporting and responding parties that are designed to restore or preserve equitable access to programs and activities, to ensure the safety of the reporting and responding parties or the campus community, or to deter sexual misconduct. Supportive measures are not appropriate if they create an unreasonable burden on the college or other community members. Supportive measures are provided by the college without charge. Possible supportive measures may include but are not limited to:

- Facilitating access or referral to counseling or medical services;
- No contact orders;
- No trespass orders;
- Academic accommodations: rescheduling exams, assignments;
- Academic support: tutoring, etc.; and/or
- Voluntary leave of absence.

**Title IX:** Title IX of the Education Amendments of 1972 (Title IX) is a federal law that prohibits sex-based discrimination in education programs that receive federal financial assistance.

**Title IX Coordinator:** A college official designated and authorized to ensure compliance with Title IX and related policy. AIAM 's Title IX Coordinator is Melissa Fischer. Inquiries or complaints should be addressed to the Title IX Coordinator:

Melissa Fischer  
6685 Doubletree Ave  
Columbus, OH 43229  
614-825-6625  
[mfischer@aiam.edu](mailto:mfischer@aiam.edu)

## II. REPORTING AN INCIDENT

If you have experienced a sexual assault or any other crime, contact local law enforcement to make a report. In an emergency, call 911. For non-emergency calls the Columbus Police Department can be reached at 614-645-4545. Persons who have experienced Sexual Misconduct/Sexual Assault, including Rape, Dating Violence, Domestic



Violence, or Stalking, are encouraged to seek immediate assistance from police and healthcare providers for their physical safety, emotional support and medical care.

***Title IX Coordinator:***

The Title IX Coordinator oversees complaints of sexual harassment and misconduct at AIAM. The Title IX Coordinator is trained to work with individuals who have experienced sexual harassment and misconduct and can provide information about the pertinent resources, services, and options available. Reports of sexual harassment must be reported to the Title IX Coordinator. A report can be made at any time, including outside of usual business hours. Begin the reporting process or get more information by emailing Melissa Fischer, Assistant Director of Education/Student Services and Title IX Coordinator, at [mfischer@aiam.edu](mailto:mfischer@aiam.edu). AIAM responds to allegations of sexual harassment and misconduct in a prompt, fair, and equitable manner.

AIAM employees are obligated to report incidents of sexual harassment and misconduct of which they become aware (except the Confidential Advisor). If you witness sexual harassment or misconduct happening to someone else, you can also make a report by contacting the Title IX Coordinator.

***Confidential Advisor:***

The Title IX Coordinator is required to investigate reports of Title IX violations and cannot promise confidentiality. If you are uncertain about whether you want to make a report to the Title IX Coordinator, you can contact AIAM's Confidential Advisor instead. The Confidential Advisor can report incidents of sexual misconduct to the Title IX Coordinator while maintaining the student's confidentiality and can discuss your situation with you without sharing identifying information with others. The Confidential Advisor also provides information to help you make a decision or seek further help, and can assist with access to academic support and/or accommodations, schedule changes, no contact arrangements, and referral to law enforcement, health, or mental health services. Individuals who first request confidentiality can later decide to file a formal complaint with the Title IX Coordinator and/or make a report of the incident to law enforcement. AIAM's Title IX Confidential Advisor is Jan Brown. She can be contacted at [jbrown@aiam.edu](mailto:jbrown@aiam.edu) or 614-825-6255

### **III. RESPONSE PROCEDURES**

#### **a. Mediation Option**

After a formal report of sexual harassment, sexual misconduct, or sex discrimination is filed, the Title IX Coordinator will respond within 24 hours to the reporting party. The reporting party will meet with the Title IX Coordinator within 3 days to discuss the options for mediation (where those options exist) and to suggest desired outcomes. The reporting party will be given a written explanation of their rights and options. The Title IX Coordinator will notify the reporting party of any supportive measures available. The Title IX Coordinator will ultimately determine whether mediation is an appropriate resolution for a sexual harassment or discrimination dispute. When mediation is offered, both the reporting party and the responding party must voluntarily choose to participate in mediation as an alternative to a formal investigation. Reports of sexual misconduct cannot be resolved in mediation and require formal investigation. Reports of sexual harassment or sexual discrimination by a student regarding an employee require formal investigation.

Within 7 days after a report of sexual harassment, sexual misconduct, or sex discrimination is filed, the Title IX Coordinator will issue a written notice to both parties that includes:

- A discussion of the mediation and formal complaint process;
- The specific allegations of sexual harassment, sexual misconduct, or discrimination;
- Details about the circumstances surrounding the incident;
- A statement that the responding party is presumed innocent and that a determination of responsibility is not made until the conclusion of the process;
- A statement regarding both parties' right to an advisor;
- A statement regarding both parties' right to review and inspect evidence;
- A statement informing both parties of AIAM's prohibition of making false statements or knowingly submitting false information.

The Title IX Coordinator will meet separately with the responding party. The responding party will have the opportunity to share further information regarding the complaints at this time. The Title IX Coordinator will share the reporting party's desired outcomes and choice of mediation in place of formal investigation.

The goal of mediation is to examine the attitudes and behaviors that contributed to the conflict or harm and to resolve the conflict. If both parties agree to mediation, a written agreement outlining the process for dispute resolution will be provided to both parties.

During the mediation process, the reporting party, responding party, and mediator participate in meetings. Advisors and support persons are not permitted in the mediation process unless agreed to by both parties. The mediator will work with the parties to reach a written resolution agreement and to supervise compliance with the terms of the agreement.

Once the parties have completed terms of the resolution agreement, the mediator will provide a final report indicating the matter has been resolved, and the Title IX Coordinator will confirm in writing to both parties that the mediation process is complete and that resolution of the formal complaint has been achieved.

#### **b. Formal Resolution Option (Investigation)**

Formal resolution and investigation must be conducted:

- When the mediation option is deemed inappropriate by the Title IX Coordinator;
- If the reporting party or responding party refuse the mediation option;
- When the complaint is by a student against an employee; or
- When the complaint pertains to sexual misconduct rather than sexual harassment or sex discrimination.

The formal investigation process involves pre-investigation, investigation, hearing, and corrective action phases. If chosen, an appeal phase may also occur.

#### ***Pre-Investigation***

After a formal report of sexual harassment, sexual misconduct, or sex discrimination is filed, the Title IX Coordinator will respond within 24 hours to the reporting party. The reporting party will meet with the Title IX Coordinator within 3 days to discuss the formal investigation process.

Within 7 days after a report of sexual harassment, sexual misconduct, or sex discrimination is filed, the Title IX Coordinator will issue a written notice to both parties that includes:

- A discussion of the mediation and formal complaint process;
- The specific allegations of sexual harassment or misconduct;
- Details about the circumstances surrounding the incident;
- A statement that the responding party is presumed innocent and that a determination of responsibility is not made until the conclusion of the process;
- A statement regarding both parties' right to an advisor;
- A statement regarding both parties' right to review and inspect evidence; and
- A statement informing both parties of AIAM's prohibition of making false statements or knowingly submitting false information.

The Title IX Coordinator will meet separately with the responding party. The responding party will have the opportunity to share further information regarding the complaints at this time. The Title IX Coordinator will share the reporting party's desired outcomes and choice of mediation or formal investigation (where applicable).

### ***Investigation***

Either the Title IX Coordinator or a trained investigator will conduct the formal investigation. The investigator will conduct a fact-finding investigation and will meet separately with the reporting party, responding party, and pertinent witnesses. Investigations are prompt, fair, and impartial. The investigator will document the steps taken to gather evidence, even when those efforts are not successful. The investigator will prepare a written report at the conclusion of the investigation. The reporting party and responding party will be given the opportunity to review and respond to the report prior to its finalization. The investigator will endeavor to complete the report within 30 days of receiving the initial complaint.

Upon receipt of the draft report, the reporting party and responding party will have 10 business days to review the report and respond to the investigator. Each party can submit additional questions for the other party and/or witnesses. During the 10 day review, either party may meet with the investigator to:

- Further discuss allegations;
- Identify additional disputed facts;
- Respond to the evidence in writing;
- Request that the investigator ask additional specific questions to the other party and other witnesses'
- Identify additional relevant witnesses; and/or
- Request that the investigator gather additional evidence.

After the Review of Evidence phase is concluded, the Final Investigation Report will be simultaneously distributed to all parties. The report will summarize all relevant evidence, including any additional evidence received during the 10 day review period. Any relevant documentary or other tangible evidence provided by the parties or witnesses, or otherwise gathered by the investigator will be attached to the Final Investigation Report as exhibits. The parties and their support advisors will then have 10 business days to review the report and provide a written response. These written responses are then attached to the Final Investigation Report and provided to the Hearing Officer and the parties.

### ***Hearing***

The Title IX Coordinator will schedule a hearing after the parties have had 10 business days to review and respond to the Final Investigation Report. The Title IX Coordinator will notify all parties of the hearing and will provide the panel with the appropriate materials including a copy of the Final Investigation Report. Hearings will be live either in person or via video conference. Either party has the right to request that they not be physically present in the

same room with the other party for the hearing. Prior to the hearing, the Title IX Coordinator will meet with the parties separately to explain the hearing procedures and request any further information needed. The Title IX hearing is not a criminal proceeding; the responding party may face criminal charges in addition to those faced in the Title IX hearing.

During the hearing, both parties will be brought before a panel of trained administrators. This unbiased, impartial panel does not include the individual who conducted the investigation and compiled the investigative report. The reporting party has an opportunity to present evidence surrounding the allegations against the responding party. The responding party has an opportunity to respond to these allegations.

### ***Advisors***

During the investigative and hearing process, the reporting party and responding party may have an advisor present at any meeting. This advisor can be a friend, family member, lawyer, or other person of their choosing. Advisors must meet with the Title IX Coordinator prior to any participation in the proceedings to receive information about the expectations of their role.

Advisors cannot speak for their advisee. All communication about the resolution process must come directly from the advisee to the Title IX Coordinator, and the advisor is not permitted to delay, disrupt, or interfere with any part of the process. Parties who do not select their own advisor will be appointed one by the Title IX Coordinator.

### ***Cross Examination***

The advisor will have the responsibility of cross-examining the parties and witnesses during the formal hearing. The reporting and responding party are not permitted to cross-examine each other directly. All questions asked by the advisor must be approved by the Title IX Coordinator prior to the hearing. Attorneys serving as advisors must adhere to the expectations of this role. The Title IX Coordinator has the authority to determine what constitutes appropriate behavior on the part of the advisor and whether the person may continue to participate in proceedings. Unprofessional or abusive behavior or language will not be allowed.

The reporting party, responding party, and witnesses have the right to choose not to attend a hearing or respond to cross-examination. However, refusal to attend or respond will result in their statements not being considered in the determination. The decision-maker will not draw an inference about the determination regarding responsibility based on the party's or witness's absence from the hearing or refusal to respond to cross-examination.

The standard of proof used at AIAM in Title IX proceedings is the preponderance of evidence standard. This requires that the information supporting each finding be more convincing than the information offered in opposition to it. Under this standard, individuals are presumed not to have engaged in the conduct reported unless a preponderance of the evidence supports a finding that sexual misconduct/harassment occurred.

### ***Corrective Action***

Corrective action is designed to restore or preserve equitable access to AIAM programs and activities. Corrective actions also serve to promote safety or prevent further harm. Some behavior is so harmful that it may require serious actions such as removal from courses or activities, suspension, or expulsion/employment termination.

If the outcome of the hearing determines that the responding party committed the alleged offense, AIAM will take action to address the behavior, prevent it from happening again, and remedy any effects.

Once a corrective action has been decided, the Title IX Coordinator will issue a written statement of findings and sanctions including the rationale used to determine both within 5 business days to the reporting and responding

party. The Title IX Coordinator will oversee effective implementation of the policy and completion of any corrective action.

### ***Appeal***

Either party can appeal the outcome or sanctions imposed as a result of the hearing. The appeal must be submitted within 5 days of receiving the written decision letter. The party must submit a written appeal to the Title IX Coordinator. The Title IX Coordinator will appoint an appeals officer. If no appeal is filed within 5 days of receiving the written decision letter, the determination is finalized.

A party can seek appeal on the findings only if a procedural irregularity affected the outcome or there is new relevant evidence that was not available at the time of the initial determination. An appeal can also be sought if there is a conflict of interest on the part of The Title IX Coordinator, investigator, or decision-maker that could affect the outcome and determination. An appeal can also be sought if the sanctions or not appropriate or are disproportionate to the violations.

Both parties will be notified in writing if either party submits an appeal and will be informed of the grounds of the appeal. A party can submit a written response to the other party's appeal within 5 days of this notification.

The burden of proof lies with the party requesting the appeal. The appeals officer will review the information submitted on appeal and will issue a written report including whether there were grounds for appeal. The appeals officer can choose to order a new hearing, refer the case back to the decision-maker, return the case to the hearing officer, alter the sanctions, or affirm the findings and sanctions.

A written decision on the appeal will be issued to the reporting party, responding party, and Title IX Coordinator within ten days from the date of the submission of all appeal documents by both parties. Appeal decisions of the appeals officer are final.

## **IV. SUPPORTIVE AND PROTECTIVE MEASURES**

Supportive and protective measures are available to the parties involved in a complaint of sexual harassment, sexual misconduct, and sexual discrimination. These measures are offered to both the reporting party and the responding party, are non-disciplinary, non-punitive, offered where appropriate and available and on a case-by-case basis. Supportive measures are designed to restore or preserve access to AIAM's educational program or activity without placing an unreasonable burden on either party. Supportive measures are also taken to protect the safety of all parties and to secure the school's educational environment. Supportive measures also serve as a deterrent to further sexual harassment, sexual misconduct, and/or sexual discrimination.

Students may seek assistance with academic issues through the office of the Academic Dean at 614-825-6255. The Academic Dean will work collaboratively with the student and their program lead instructors or administrator for any needed academic changes.

Supportive and protective measures may include but are not limited to:

- Changes to course section or schedule, leaves of absence, extension of deadlines;
- Mutual restrictions of contact between parties;
- Referral to local agencies for counseling, treatment, or support;
- Increased monitoring or security measures on campus; and
- Other supportive and protective measures as deemed appropriate.

## V. EDUCATION AND TRAINING

AIAM students receive Title IX Sexual Harassment training during orientation. AIAM employees receive Title IX Sexual Harassment training during new hire onboarding and through a meeting with the Title IX Coordinator. The training for AIAM's Title IX Coordinator is available on the AIAM website <https://www.aiam.edu/campus-security/>. The Title IX Coordinator and employees involved in investigating and resolving Title IX complaints are trained on the requirements for responding to allegations of sexual harassment and misconduct. Select administrators and faculty members receive 2.5 hours of training for VAWA Adjudicators through the National Association of Clery Compliance Officers and Professionals.



## Policies and Procedures for Addressing Sex Offenses, Relationship Violence, and Stalking

American Institute of Alternative Medicine recognizes the seriousness of these offenses and commits itself to preventing such offenses. AIAM prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking. The AIAM policy on violence below outlines the school's commitment to a safe environment in which acts of violence are not tolerated.

In all instances, students who are victimized will be treated with dignity. AIAM acknowledges the support services of the Assistant Director of Education/Student Services, Title IX Coordinator, the AIAM Campus President, Academic Dean and Campus Security Authorities along with the Columbus Police Department, the Sexual Assault Response Network of Central Ohio and many additional local social service agencies who also provide programming aimed at the prevention of these crimes.

School employees and students are expected to abide by all local, state, and federal criminal laws. AIAM educates its community about acceptable conduct including the desire to have the campus free from these offenses through mandatory new student orientations four times a year and at new employee orientations.

All programs taught at AIAM involve interpersonal relations and physical touch. Across all curriculums, students receive education on establishing boundaries relative to touch and ethics. Recognition of signs and symptoms associated with sexual assault, relationship violence and stalking is included in many academic classes as well. Literature is available from the Assistant Director of Education/Student Services and Title IX Coordinator.

### Violence

AIAM prohibits violence in any form. It is the policy of AIAM that acts of violence, threats of violence or intimidation will not be tolerated. Providing a safe environment in which to work and learn is conducive to fulfilling the mission of AIAM. Acts of violence include any exercise of force against persons or property that could result in physical or emotional harm. Threats of violence include any verbal or non-verbal communication that inflicts harm. Intimidation includes any verbal or nonverbal act towards another person, the purpose of which may be to coerce, and the result of which could cause the other person to fear for his or her safety or the safety of others.

AIAM prohibits sexual assault, sexual misconduct and sexual harassment in any form. Student conduct policies require that students not engage in any sexual activity and/or any sexual innuendo or sexual harassment on school premises. Sexual harassment is defined as unwelcome advances, requests for sexual favor, or other verbal, visual, or physical actions of a sexual nature.

### Criminal Sanctions/Disciplinary Actions

The Ohio revised Code 2907.01-2907.09 provides legal definitions and categories for sexual offenses. These include sexual assault, sexual contact, sexual conduct, public indecency, voyeurism, sexual imposition, gross sexual imposition, sexual battery, and rape.

In addition to criminal sanctions and possible liability under such laws, sex offenses, relationship violence and stalking will subject a student or employee to institutional disciplinary action. Violation of school policies for

students may result in written reprimand, suspension, probation or dismissal and employees will be subject to warning, suspension or termination from employment.

## Disciplinary Proceeding Results

AIAM will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the results of any disciplinary hearing conducted by the school against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased because of the crime or offense, AIAM will provide the results of the disciplinary hearing to the victim's next of kin, if requested.

## Policies and Procedures to Follow in Response to Cases of Reported Sex Offenses, Relationship Violence and Stalking

### Seeking Assistance

If you are a victim of a sexual assault on the campus of AIAM, you should:

1. Call 911.
2. Get to a safe place.
3. Notify the CSA.
4. Get medical assistance from the closest hospital and preserve evidence in a paper bag if possible. All evidence should be collected in the first 96 hours after the assault has occurred. Have evidence preserved does not mean that the case will go to court or that the student must press criminal charges. It does leave the option available and can greatly enhance the chances of a successful prosecution should the student make the decision to press charges later.
5. Get emotional support/crisis intervention.
6. File a police report with the Columbus Police. AIAM campus security authority may assist the student in notifying these authorities, if the student requests the assistance of these personnel. This will not obligate the victim to prosecute.
7. Seek Academic Options if needed.

If you are a victim of sexual assault off-campus, call 911.

Students who are sexual assault victims can receive assistance from:

1. The Director of Student and Graduate Success/Title IX Coordinator or AIAM's Confidential Advisor (614) 825-6255
2. Columbus Police Department (911)
3. St. Ann's Hospital, 500 S. Cleveland Avenue, Westerville, Ohio 614-898-4000
4. Sexual Assault Response Network 614-267-7020.

## Legal Issues

The victim of a reported sex offense, relationship violence, or stalking has the right to full and prompt cooperation from school personnel. The student or employee also has the right to pursue prosecution in a court of law. Even if the victim does not want to press charges, they can speak with a police officer regarding the assault in order to keep all options open for the future.

If a victim initially chooses not to prosecute, it can be helpful to report an assault to police right away and to seek immediate medical care so that prosecution can be pursued later if the victim chooses to do so. This allows for timely evidence collection and early interviews with the victim and witnesses, and gives more credibility if prosecution is pursued later. Awareness and Prevention of Sex Offenses information is disseminated in the AIAM Information Center.

All school personnel are required to report that a felony has been or is being committed. The victim's identity may be confidential. On-campus incidents should be reported to the AIAM Campus Security Authorities or other personnel and the Columbus Police. Off-campus offenses should be reported to the City of Columbus Police Department or the jurisdiction in which the incidents occurred.

When a student or employee reports to AIAM that the student or employee has been a victim of dating violence, domestic violence, sexual assault or stalking, whether the offense occurred on or off campus, the institution will provide the student or employee a written explanation of the student's or employee's rights and options. Additionally, the school shall provide written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and other services available for victims, both within the institution and in the community.

## **Statement of Rights of the Alleged Victim**

- The right to be treated with respect by school officials;
- The right to investigation and appropriate resolution of complaints of sexual misconduct made to school officials and staff;
- The right to be fully informed of the conduct panel's rules and procedures as well as the nature and extent of all alleged violations contained within the complaint;
- The right to a hearing closed to the public;
- The right to preservation of confidentiality, to the extent possible and allowed by law;
- The right to receive reasonable written notification of the time and place of the conduct proceeding;
- The right to have a staff person, advocate or other advisory person present during the conduct proceeding;
- The right to be informed of the outcome of any conduct proceeding involving sexual assault, usually within 24 hours of the end of the conduct proceeding;
- The right to be informed by AIAM officials of options to notify proper law enforcement authorities, and the option to be assisted by campus authorities in notifying such authorities, if the student so chooses. This also includes the right not to report, if this is the victim's desire;
- The right to be notified of available services for victims of sexual assault in the community;
- The right to notification of protective measures for academic issues. The Academic Dean will work collaboratively with the student and their program lead instructors or administrator for any needed academic changes and accommodations.
- The right to maintain as confidential any accommodations or protective measures provided above to the victim, to the extent that maintaining such confidentiality would not impair the ability of the school to provide the accommodations or protective measures.
- The right not to have irrelevant prior sexual history considered during a proceeding;
- The right to hear and respond to information and testimony presented at the conduct proceeding;
- The right to remain present during the entire proceeding;

- The right to make a victim-impact statement at the campus conduct proceeding and to have that statement considered by the hearing panel in determining its sanction;
- The right to a campus “no contact” order against another student who has engaged in or threatens to engage in stalking, threatening, harassing or other improper behavior that presents a danger to the welfare of the complaining student or others during an investigation;
- The right to have complaints of sexual misconduct responded to quickly and with sensitivity by campus authorities;
- The right to appeal the finding and sanction of the conduct panel, in accordance with the standards for appeal established by AIAM;
- The right to review all documentary evidence available regarding the complaint, subject to the confidentiality limitations imposed by state and federal law, at least 48 hours prior to the conduct proceeding;
- The right to be informed of the names of all witnesses who will be called to give testimony, within 48 hours of the hearing, except in cases where there is risk to the AIAM Community.
- The right to be informed in advance of any AIAM public release of information regarding the complaint.

## Statement of Rights of the Accused Student

The rights of accused students should also be noted and include:

- The right to be treated with respect by school officials;
- The right to investigation and appropriate resolution of complaints of sexual misconduct made to school officials and staff;
- The right to be fully informed of the conduct panel’s rules and procedures as well as the nature and extent of all alleged violations contained within the complaint;
- The right to a hearing closed to the public;
- The right to preservation of confidentiality, to the extent possible and allowed by law;
- The right to receive reasonable written notification of the time and place of the conduct proceeding;
- The right to have a staff person, advocate or other advisory person present during the conduct proceeding;
- The right to be informed of the outcome of any conduct proceeding involving sexual assault, usually within 24 hours of the end of the conduct proceeding;
- The right to notification protective measures for academic issues. The Academic Dean will work collaboratively with the student and their program lead instructors or administrator for any needed academic changes and accommodations.
- The right not to have irrelevant prior sexual history considered during a proceeding;
- The right to hear and respond to information and testimony presented at the conduct proceeding;
- The right to remain present during the entire proceeding;
- The right to have complaints of sexual misconduct responded to quickly and with sensitivity by campus authorities;
- The right to appeal the finding and sanctions of the conduct panel, in accordance with the standards for appeal established by AIAM;
- The right to review all documentary evidence available regarding the complaint, subject to the confidentiality limitations imposed by state and federal law, at least 48 hours prior to the conduct proceeding;

- The right to be informed of the names of all witnesses who will be called to give testimony, within 48 hours of the hearing, except in cases where there is risk to the AIAM Community.

## Chapter 3:

### Information Regarding Sex Offenders

The federal Campus Sex Crimes Prevention Act, which went into effect in October of 2002, requires that colleges and universities issue a statement informing the community where state law enforcement agency information pertaining to registered sex offenders may be found.

#### Resources for Sex Offender Information

The Ohio Attorney General provides an updated registered sex offenders database at:

[www.icrimewatch.net/index.php?AgencyID=55149&disc=](http://www.icrimewatch.net/index.php?AgencyID=55149&disc=)

The Family Watchdog is a free service to help locate registered sex offenders in your area. Access their database at:

<https://www.familywatchdog.us/>

The United States Department of Justice National Sex Offender Public Website can be accessed at [www.nsopw.gov](http://www.nsopw.gov)

## Chapter 4:

# Descriptions of Emergency Response and Evacuation Procedures

### Clery Emergency Notifications

Emergency notifications will be issued immediately upon confirmation that any significant emergency or dangerous situation exists that involves the immediate threat to the health or safety of students or employees on campus. The Campus President and CSA team is authorized to issue an immediate warning without an unreasonable delay so the campus community can take immediate precautions. Emergency notifications can be issued in the event of weather incidents, gas leaks, fires, disease outbreaks, crime, and/or anything that poses immediate threat to the campus.

An emergency notification will be issued via Regroup text message and campus-wide email, or via Populi. Emergency notifications are typically more immediate, shorter, and contain less information than timely warnings due to the fast-evolving nature of emergency situations. Updates or follow-ups to emergency notifications will be given as necessary when information becomes available. In some situations, an emergency notification may also serve as a timely warning depending on the circumstances and the information available. See the emergency response and evacuation procedures that follow regarding details on emergency notifications.

AIAM will take into account 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. Regroup: Emergency Alert and Mass Notification system and Populi are the primary modes for emergency notification on campus.

### Clery Timely Warnings

When the AIAM Campus President or his/her designee in conjunction with the Columbus Police determine that a crime represents a serious or continuing threat to students and employees, they will issue timely warnings (crime alerts) to the campus community. The purpose of a timely warning is to provide information that will aid in the prevention of similar crimes by enabling people to protect themselves. Timely warnings will be issued as soon as the pertinent information is available. Whereas emergency notifications often anticipate a potential future incident, timely warnings relate to specific Clery crimes that already occurred.

Timely warnings will be issued in response to an incident which:

1. Is a Clery reportable crime;
2. Occurred in Clery defined geography; and
3. Poses a serious or ongoing threat to the community.

The Jeanne Clery Act requires timely warnings for serious crimes such as murder, robbery, aggravated assault, burglary, motor vehicle theft, rape and certain hate crimes if the crime occurred on campus, on property owned or controlled by the school, or on public property that is immediately adjacent to campus such as streets and sidewalks that border campus. The Campus President or his/her designee will determine on a case-by-case basis whether a timely warning will be issued via a Crime Alert.



Timely warnings will generally contain the following information:

- A statement that the Crime Alert is being issued in compliance with the Clery Act and that the purpose is to provide preventative information to the campus community to aid members from becoming the victim of a similar crime;
- The Clery Act reportable crime that occurred;
- The date, time, and location the crime occurred;
- The date and time the Crime Alert is issued;
- A description of the suspect, and name if known, when the suspect is at large and evading apprehension and/or law enforcement is seeking assistance from the public to locate;
- Preventive safety information specifically related to the type of crime which occurred that could help others from becoming the victim of a similar crime;
- Police and emergency telephone numbers;

The timely warnings or crime alerts will not identify the name of the victim or any information specific enough to identify the victim of the crimes of sexual violence to include rape, dating violence, domestic violence, or stalking. Issuing timely warnings or crime alerts will only be delayed if they could compromise law enforcement's attempts to apprehend the suspect or investigate the crime.

Populi and Regroup: Emergency Alert and Mass Notification System are the primary modes for distributing crime alert notices.

## Evacuation Procedures

### Active Shooter Evacuation Procedures

Please use the "Run, Hide, Fight" active shooter protocol. AIAM provides training on this during orientation. The training video is available at <https://youtu.be/5VcSwejU2D0>

### General Evacuation Procedures

Evacuation routes for both fire and tornado are clearly posted in all AIAM administrative, clinic and academic rooms. During the AIAM New Employee and New Student Orientation Program, all parties are instructed to become familiar with the exit routes from their location in the building. Fire and tornado safety information is shared with students through the Populi newsfeed throughout the year. Persons with disabilities are familiarized with evacuation procedures during orientation and the first week of class by their instructors or managers. They will be aided in getting to designated locations during a tornado or building evacuation by their instructor or manager.

All members of the AIAM community are presented with the following guidelines if the situation warrants evacuation of the building:

1. **In case of evacuation**, exit either through the front or back classroom doors or the door nearest you as noted on the exit diagram in the room where you are located. Close the doors behind you.
2. Everyone should meet at the far south end of the parking lot in the group associated with the reason that they are in the building.
3. Each staff in the building will meet with his/her attendance sheet, employee list or their clinic schedule

outside to quickly assess whether or not everyone has safely evacuated the building.

4. Clinic supervisors should ensure safe exit of clients from the building or to the safe room locations.
5. After assessing who is present or missing, report to the highest-level manager on the premises with this information.
6. The highest-level manager will be located near the front entrance of the building and will coordinate this information with emergency response units when they arrive.
7. Once evacuated, under no circumstances should any person return to the building until permission has been given.
8. All AIAM campus members may return to their respective areas once clearance is given by the CSA.
9. **In case of a tornado**, all employees and students should quickly go to designated safe rooms within the administrative area of the building, closing doors as you leave evacuated areas.
10. Each staff in the building will meet with his/her attendance sheet, employee list or clinic schedule in assigned rooms to quickly assess whether or not everyone has safely moved to the safety location.
11. After assessing who is present or missing, report to the highest-level manager on the premises with this information.
12. The highest-level manager will be located in the AIAM receptionist area and will coordinate this information with appropriate emergency response units when they arrive.
13. Once in a tornado designated safe area, under no circumstances should any person return to the west wing building until permission has been given.
14. All AIAM campus members may return to their respective areas once clearance is given by the CSA.

AIAM will conduct both announced and unannounced tornado and evacuation drills several times throughout the year. Fire drills are conducted within the first 10 days of each new quarter. Tornado drills are conducted monthly during tornado season. Fire and tornado safety information is also posted to the Populi newsfeed for the benefit of all AIAM community members.

## Chapter 5: Campus Crime Statistics

### Campus Security Authority (CSA)

The Clery Act designates certain members of the university community as Campus Security Authorities. According to federal law, AIAM is required to report statistics concerning certain criminal offenses reported to any Campus Security Authority that occur on campus and on public property adjacent to the campus. The criminal offenses that are required to report are murder; negligent manslaughter; rape; fondling; incest; statutory rape; robbery; aggravated assault; burglary; motor vehicle theft; arson; dating violence; domestic violence; stalking; liquor laws arrests; liquor law referrals; drug law arrests; drug law referrals; weapons law arrests; and weapons law referrals.

American Institute of Alternative Medicine employs no security personnel. The AIAM Campus President is responsible for the building's security and appoints Campus Security Authorities (CSA). A CSA has significant responsibility for student and campus activities and are the personnel to whom students and employees may report crime allegations. AIAM encourages prompt and accurate reporting of crimes. CSA's must report to the Assistant Director of Education/Student Services/Title IX Coordinator allegations of Clery Act Crimes that he or she concludes were made in good faith on the AIAM Universal Crime/Incident Report Form within 24 hours of occurrence. These incidents are recorded in the AIAM Crime Log and are available for review via a request to the Assistant Director of Education/Student Success/Title IX Coordinator. If the victim is unable to report, the CSA or other campus witness is encouraged to report on a voluntary and confidential basis, crimes of which they are aware within 24 hours of the occurrence. The CSA does not have the authority to arrest individuals. In the event of a reported crime, the Columbus Police Department is notified via 911 (in emergency situations). AIAM works with State and local police agencies as requested and necessary. AIAM does not employ pastoral/professional counselors, but assistance and referrals are provided through the Assistant Director of Education/Student Services/Title IX Coordinator.

Campus Security Authorities for AIAM are:

- ❖ Academic Dean
- ❖ Director of Financial Aid
- ❖ Controller
- ❖ Assistant Director of Education/Student Services
- ❖ Director of Nursing
- ❖ Associate Director of Nursing
- ❖ Acupuncture Program Administrator/Clinical Supervisor
- ❖ Massage Therapy Program Administrator/Clinical Supervisor
- ❖ COO/Campus President
- ❖ Chief Executive Officers

## Clery Reported Crimes

The Annual Security Report contains statistical accounting of various crimes that have been reported to the Campus Security Authority and/or local law enforcement authorities. The following definitions used to classify these incidents are required to come from the Federal Uniform Crime Reporting Program and the National Incident Based Reporting System and are as follows:

**Murder and Non-Negligent Manslaughter:** The willful (non-negligent) killing of one human being by another. Exclude deaths caused by negligence, suicide, or accident; justifiable homicides and attempts to murder.

**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 by putting the victim in fear.

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

**Burglary:** The unlawful entry of a structure to commit a felony or a theft. The use of force to gain entry is not required to classify an offense as a burglary. Burglary includes forcible entry, unlawful entry where no force is used, and attempted forcible entry.

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle. Include the stealing of automobiles, trucks, buses, motorcycles, motor scooters, snowmobiles, and similar motor vehicles. Exclude motorboats, construction equipment, airplanes, and farming equipment.

**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. Includes fires determined to have been willfully or maliciously set. Excludes fires of suspicious or unknown origin.

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

**Drug Abuse Violations:** The violation of laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

**Liquor Law Violations:** The violation of laws or ordinances prohibiting the manufacture, sale, transportation, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned.

The chart below reflects the number of crimes committed on campus, on non-campus, or on public property immediately adjacent to AIAM and accessible from the campus that were reported to a CSA or local Columbus Police Department. For purposes of this security report, the following definitions apply:

**On Campus (OC):** 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; and (2) Any building or property that is within or reasonably contiguous to paragraph (1) 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).

**Noncampus (NC):** Any building or property owned or controlled by a student organization that is officially recognized by the institution; or (2) 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. **AIAM has no noncampus property.**

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

Clery crime statistics and the AIAM annual security report are available online at <http://www.aiam.edu/consumerinfo/>

## Criminal Offenses

	2019			2020			2021		
1. Required Institutional Crime Statistics	OC	NC	PP	OC	NC	PP	OC	NC	PP
a. Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0
b. Negligent Manslaughter	0	0	0	0	0	0	0	0	0
c. Forcible sex offenses	0	0	0	0	0	0	0	0	0
d. Non-forcible sex offenses	0	0	0	0	0	0	0	0	0
1. Incest	0	0	0	0	0	0	0	0	0
2. Statutory rape	0	0	0	0	0	0	0	0	0
e. Robbery	0	0	0	0	0	0	0	0	0
f. Aggravated assault	0	0	0	0	0	0	0	0	0
g. Burglary	0	0	0	0	0	0	0	0	0
h. Motor vehicle theft	0	0	0	0	0	0	0	0	0
i. Arson	0	0	0	0	0	0	0	0	0

OC=On Campus

NC=Non-Campus Property

PP=Public Property

## Hate Crimes- AIAM Campus

2019- There were no reported hate crimes.

2020- There were no reported hate crimes.

2021- There were no reported hate crimes.

A Hate Crime is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Hate crimes include any of the following group: murder and non-negligent manslaughter, sexual assault including rape, fondling, incest and statutory rape, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, destruction/damage/vandalism of property.

Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender identity, religion, disability, sexual orientation, ethnicity or national origin.

Hate Crime reporting is considered for all Clery geography including on-campus and public property. AIAM has no non-campus buildings or property.

## VAWA Statistics

During the most recent VAWA reporting periods of 2019 through 2020 there were no incidents of sexual assault, domestic violence, or dating violence.

There were two incidents of stalking reported in the AIAM annual security report statistics; while the reporting party submitted two internal incident reports describing an incident of stalking, the Columbus Police did not include this in their annual crime report data for AIAM so the records of the incidents remain as internal only.

	2019			2020			2021		
	OC	NC	PP	OC	NC	PP	OC	NC	PP
1. Sexual Assault									
2. Domestic Violence	0	0	0	0	0	0	0	0	0
3. Dating Violence	0	0	0	0	0	0	0	0	0
4. Stalking	0	0	0	0	0	0	2	0	0

OC=On Campus                      NC=Non-Campus Property                      PP=Public Property

## Arrests and Disciplinary Actions

The following chart reflects the number of arrests and referrals for campus disciplinary action for drug, liquor, and illegal weapon violations.

	2019			2020			2021		
1. Required Institutional Crime Statistics	OC	NC	PP	OC	NC	PP	OC	NC	PP
a. Arrests for liquor law violations	0	0	0	0	0	0	0	0	0
b. Arrests for drug law violations	0	0	0	0	0	0	0	0	0
c. Arrests for illegal weapon possession	0	0	0	0	0	0	0	0	0
d. Disciplinary action for liquor law violations	0	0	0	0	0	0	0	0	0
e. Disciplinary action for drug law violations	0	0	0	0	0	0	0	0	0
f. Disciplinary action for illegal weapon possession	0	0	0	0	0	0	0	0	0

OC=On Campus

NC=Non-Campus Property

PP=Public Property



## Unfounded Crimes

If a reported crime is investigated by law enforcement authorities and found to be false or baseless, the crime is “unfounded”. Only sworn or commissioned law enforcement personnel may unfound a crime. The total number of unfounded crimes reported in this report shall include all criminal offenses, hate crimes, arrests or disciplinary action referrals for weapons, drug or liquor violations, and domestic violence, dating violence, or stalking incidents that have been unfounded.

The following chart reflects the number of AIAM “unfounded” crimes.

	2019			2020			2021		
	OC	NC	PP	OC	NC	PP	OC	NC	PP
1. Total unfounded crimes	0	0	0	0	0	0	0	0	0

OC=On Campus      NC=Non-Campus Property      PP=Public Property

## Chapter 6: Policies Regarding Procedures for Reporting Criminal Actions and Emergencies

### Voluntary Crime Reporting (Students and Employees)

Report all emergencies involving a crime in process, a medical emergency, sexual misconduct or fire by calling 911 immediately. Follow up with a report to the Campus Security Authority (CSA). All crimes reported to the CSA will be kept confidential to the extent of the law. In non-life-threatening situations, the CSA will notify the proper authorities promptly, as necessary. Timely reporting of crimes or other public safety incidents helps keep the community safe and protects others.

Please take the following steps if you witness or become the victim of a crime on campus or at a campus sponsored event:

- Dial 911 and immediately report the crime to the Columbus Police Department. If possible, do not leave the area until you have spoken with a police officer about the incident; leaving consumes valuable investigative time. Your safety is the primary concern; if you feel safer leaving the area, do so and call the police as soon as you can.
- Try to get a description of the suspect, noting gender, race, and clothing.
- If the suspect enters a vehicle, get a description of the vehicle, license plate number, and direction of travel.
- If you need medical assistance, go to the closest hospital for treatment.
- Preserve evidence; do not touch or move anything.
- In case of a sexual assault:
  - Do not launder clothing or take a shower if you are the victim. There may be valuable transfer evidence on your clothing or body. Preserve evidence in a paper bag. AIAM has these in the Marketing Room across from Office 11 in the administrative area of the building.
  - Victim counseling is available through the Sexual Assault Response Network of Central Ohio (SARNCO) at (614)-267-7020, 24 hours a day, 7 days a week. It is confidential and free.

Victims of crime often face many setbacks because of their tragic and unexpected circumstances. The Ohio Attorney General's Crime Victim Section provides funding and services to aid victims, training for professionals who assist them, grants for victim service providers, and crime prevention programs for Ohio communities. For more information, visit the Ohio Attorney General's web page at <http://www.ohioattorneygeneral.gov/Individuals-and-Families/Victims>.

The Attorney General also provides a web site, VINELink, [www.vinelink.com](http://www.vinelink.com), where you can obtain information about the custody status of an offender 24-hours a day. This is the online version of VINE (Victim Information and Notification Everyday), the National Victim Notification Network.

In the event an incident or emergency occurs on campus that may affect the safety and security of students, staff, and faculty, the school will issue timely warnings as noted later in this report. These timely warnings can be issued through various means such as Emergency Text Messaging (Regroup), AIAM e-mail, Populi, and/or flyers on campus.

## On Campus Contact Numbers

Ralynn Ernest, Ed.D. – COO/Campus President  
(614) 825-6255, ext. 234

Elaine Hiatt - Academic Dean  
(614) 825-6255, ext. 233

Melissa Fischer – Assistant Director of Education/Student Services, Title IX Coordinator  
(614) 825-6255, ext. 276

## Off-Campus Contact Numbers

**Emergency: 911**

Non-Emergency (Columbus Police Department): 614-645-4545

## Confidentiality Statement

Under Ohio's public records law (ORC 149.43) AIAM may not promise confidentiality to those who report crimes to anyone on campus. Some off-campus reports may be legally confidential. Reports confidential by law are not reported to the school for inclusion in our annual crime statistics. Because of the public records law, AIAM does not have a policy that permits the confidential reporting of crimes for inclusion in the annual crime statistics report.

## Emergency Response Procedures

The following procedures are utilized when the AIAM Campus President, Assistant Director of Education/Student Services/Title IX Coordinator, Academic Dean or other designated CSA is notified about a potential safety situation that affects the AIAM campus, clients, and/or its constituents.

- If a problem occurs such as a crime, fire, medical emergency, or any sort of life-threatening disturbance, call the **Columbus Police, Fire or Emergency Response at 911.**
- **Follow up with the CSA and complete the Universal Crime/Incident Report.**
- For minor medical situations, First Aid kits are located in the clinic workroom, Teachers' lounges, and other areas noted on the campus map in all rooms throughout the building.
- For other emergencies, such as power outages, electrical problems, gas leaks etc., please see the CSA on duty. If none are available, please ask the front desk receptionist. They will contact the appropriate agencies via a list located at the front desk.
- Employees or students who are injured at AIAM are required to report the injury situation to the CSA within 24 hours of the occurrence on the Universal Crime/Incident Report Form. This will then be forwarded to the ADOE/SS/Title IX Coordinator for the incident/crime log.
- The Campus President, ADOE/SS/Title IX Coordinator, Academic Dean or his/her designee will determine if the situation necessitates the notification of the campus community.
- If the Campus President, ADOE/SS/Title IX Coordinator, Academic Dean or his/her designee deem immediate notification should be disseminated to the campus community, a message is sent by the

following means:

- Regroup text message sent by the Registrar or designee.
- Email blasts to student, faculty, and staff from the campus security authorities.
- Populi News Feeds by the Registrar or designee.
- Once the initial information has been shared with the campus community, the Campus President, in conjunction with the ADOE/SS/Title IX Coordinator, Academic Dean or his/her designee will take the role of continued communication with the campus community.
- The AIAM Campus President, in conjunction with the ADOE/SS/Title IX Coordinator, Academic Dean or his/her designee, will send an “all Clear” message when the situation is over.

The above procedures will be acted upon without delay when a life-threatening safety issue is reported. Columbus Police will be immediately dispatched to the scene to verify the life safety situation and gather further information. The content of the message sent to the campus community will be determined by the Campus President or designee in conjunction with the Columbus Police Department.

Information will not be shared with the campus community when the Columbus Police Department, in conjunction with the AIAM Campus President or designee determines that doing so would compromise the efforts of assisting those in peril.

Additional means of providing on-going information concerning a potential life safety situation and its resolution include:

- Email blasts to campus
- Text messages sent via Regroup
- Populi News Feed
- Flyers posted on campus
- Communication with the Franklin County Sheriff’s Office
- Local Media

To better prepare the campus in the event of an emergency situation, AIAM tests the emergency notification process at least once during each academic year. Feedback is collected for improving procedures.

## Chapter 7:

### Campus and Facilities Access, Security, and Safety

The locking and unlocking of the building is based on use, class schedule, staff schedule, and special events. Access to facilities by employees is on an as-needed basis and incorporates strict key and access control procedures. Visitors to the campus seeking access to the building must do so through an individual host. The Safety and Security Committee conducts regular inspections of the facility and grounds and reports any potentially unsafe conditions/items in need of repair. As a result of the inspection, any needed changes or repairs are requested from administration.

#### Campus Access Hours

All outside doors are locked during regular business hours except for the main lobby. The student entrance is accessible with a key card only. Staff offices are locked when not occupied. Campus buildings are secured nightly prior to closing. The parking areas are in well-lit areas adjacent to the school. AIAM does not employ security personnel but has an alarm system for security outside of regular operating hours and relies on each member of the AIAM community doing their part to keep the campus safe.

In the event of bad weather, our policy is to close the school and clinics only when Franklin County declares a Level 3 emergency OR, when the Campus President deems weather conditions warrant closing the campus. Call the Franklin county Sheriff's Office if outside the area, 614-525-3333. Watch for closing announcements on major television and radio stations for exceptions to the above. Students may also check Populi (News Feed), AIAM's College Management System, check with instructors or be on alert for Regroup messages for current school closing information. Regroup is AIAM's mass communications platform for weather and emergency text and email notifications.

#### After Hours Access Authorization for Employees

Employees that need after hours building access must contact one of the AIAM openers identified during the new employee on-boarding process. The AIAM openers arm/disarm the security system. The entering employee will still need to access the doors with a key.

Openers are:

1. Debbie Brewer, Director of Financial Aid
2. Jan Brown, Executive Assistant
3. Heather Snediker, Front Desk Manager
4. Nadine Hayes, Receptionist
5. Scott Good, Receptionist
6. Megan Anderson, Career Services Specialist

## Crime Prevention Tips

Members of the AIAM community must take responsibility for their own personal safety, the safety of others, and their property (when possible), as they do when away from the campus. Members of the community are strongly encouraged and regularly reminded by the Columbus Police Department to:

- Promptly report all crimes and suspicious persons or activity to the Campus Security Authority and/or Columbus Police Department.
- Always be aware of your personal safety and your surroundings.
- Never leave your property unattended. Lock doors and windows to your car, office, and residence.
- Always double check your doors and windows to ensure they are completely closed and locked before you go to sleep or leave your room or residence.
- Leave your valuables at home. If you must leave them in your car, lock them hidden away in your trunk. Take a moment to evaluate what you actually need throughout the day and limit what you bring to campus.
- Take pictures of your valuables and record the serial numbers of your computers and other valuable property. This can help the Police in the event the property is stolen.
- Use the internet wisely. Never send money or provide personal information, credit card information, or bank account information to someone you don't know or to a company or individual you did not initiate contact with.
- Maintain control over book bags, books, laptops and electronics, and other personal property, during leisure and mealtimes, and in the classroom.
- Always feel free to contact the CSA if you have any safety or security concerns.
- Read completely the "Theft from Autos Prevention", "Personal Safety", and "Information on Sexual Assault, Domestic Violence, and Stalking" brochures from the Columbus Division of Police provided at New Student and AIAM Personnel Orientation Programs.

## Crime Prevention Programs

Every twelve weeks during the New Student Orientation Program, students are provided a link to the AIAM website for a copy of the current Annual Security Report (ASR), and they are informed about campus security procedures, safety tips, and evacuation procedures. They are encouraged to be responsible for their own security and the security of others. The importance of keeping emails and cell phone numbers current with the school is emphasized to ensure maximum distribution of various security messages and emergency evacuation procedures to the campus. Floor plans with evacuation routes from each classroom and space in the building are posted. All are encouraged to become familiar with emergency exits options.

As part of the New Student Orientation Program, students receive "Theft from Autos Prevention", "Personal Safety", and "Information on Sexual Assault, Domestic Violence, and Stalking" brochures from the Columbus Police Department which staff reviews with them. Students also view the "Run, Hide, Fight" active shooter protocol movie.

At time of hire, new AIAM employees participate in an "on-boarding" Orientation Program which also contains the same crime prevention information shared during the New Student Orientation Program. Annually, current employees and faculty are advised about campus security procedures and practices. AIAM campus members are directed to websites and videos on sexual misconduct, and alcohol and drug related topics to further educate

community members and heighten awareness and sensitivity. Upcoming programming is announced via Populi or Regroup.

Please see Chapter 2 for information on sexual assault prevention materials distributed to the AIAM community.

The consistently safe educational environment provided to all at AIAM since its inception is indicative of the AIAM community's values.

## Chapter 8:

### Collin's Law, Ohio's Anti-Hazing Act

#### Anti-Hazing

AIAM complies fully with state laws and regulations related to anti-hazing initiatives. Collin's Law went into effect in the state of Ohio on October 7, 2021, and requires all Ohio colleges and schools to adopt anti-hazing policies. AIAM prohibits engagement in any act of hazing or hazing related activity by any member of the AIAM community, including students, administrators, employees, faculty members, alumnus, and volunteers. This policy applies to acts conducted both on and off-campus.

#### Failure to Report Knowledge of Hazing

AIAM requires any administrator, employee, faculty member, alumnus, or volunteer associated with its programs and operations to report knowledge of hazing to a law enforcement agency in which the victim of hazing resides or in which the hazing is occurring or has occurred. Any individual acting in an official and professional capacity related to AIAM who recklessly fails to immediately report the knowledge of hazing as described is in violation of the laws. This violation is a misdemeanor of the fourth degree. If the hazing causes serious physical harm, the violation is a misdemeanor of the first degree.

#### AIAM's Anti-Hazing Plan

AIAM's anti-hazing policy prohibits students and other individuals associated with the organization from engaging in hazing or any violation of section 2903.31 of the Ohio Revised Code (included below). AIAM provides anti-hazing education and training for all enrolled students during their orientation, and to administrators, faculty members, and individuals employed by AIAM during onboarding and faculty in-service meetings. Students are given information regarding hazing awareness, prevention, intervention, and the AIAM anti-hazing policy. While AIAM has no sanctioned orientations such as sororities or fraternities, all members of the campus community will nevertheless receive education and training on anti-hazing guidelines.

#### Definitions

**Hazing:** Any act or coercing another, including the victim, to do any act of initiation into any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person, including coercing another to consume alcohol or a drug of abuse, as defined in section 3719.011 of the Revised Code.

**Organization:** A national or international organization with which a fraternity or sorority is affiliated.

#### Policy Violations

Any AIAM community member found to be in violation of anti-hazing laws or in violation of AIAM's anti-hazing policies will be subject to disciplinary procedures and/or referral to the appropriate authorities for legal prosecution. Campus disciplinary sanctions include, but are not limited to, written warnings, withholding of



diplomas or transcripts pending compliance with rules or payment of fines, loss of privileges, probation, suspension, and or/dismissal or termination.

Any individual who permits the hazing or recklessly participates in the hazing of another person associated with AIAM, or participates in or recklessly permits the hazing of another when the hazing includes coerced consumption of alcohol or drugs of abuse resulting in serious physical harm to the other person, is guilty of hazing. Depending on the offense, the violation is a misdemeanor of the second degree or (when alcohol or drugs of abuse are involved) a felony of the third degree.

Beginning with the 2022-2023 academic year, a report of all violations of the AIAM anti-hazing policy will be posted on the college's publicly accessible website.

## State of Ohio Collin's Law: The Ohio Anti-Hazing Act

### From the Ohio Revised Code, Section 2903.31 | Hazing.

(A) As used in this section:

(1) "Hazing" means doing any act or coercing another, including the victim, to do any act of initiation into any student or other organization or any act to continue or reinstate membership in or affiliation with any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person, including coercing another to consume alcohol or a drug of abuse, as defined in section 3719.011 of the Revised Code.

(2) "Organization" includes a national or international organization with which a fraternity or sorority is affiliated.

(B)(1) No person shall recklessly participate in the hazing of another.

(2) No administrator, employee, faculty member, teacher, consultant, alumnus, or volunteer of any organization, including any primary, secondary, or post-secondary school or any other educational institution, public or private, shall recklessly permit the hazing of any person associated with the organization.

(C)(1) No person shall recklessly participate in the hazing of another when the hazing includes coerced consumption of alcohol or drugs of abuse resulting in serious physical harm to the other person.

(2) No administrator, employee, faculty member, teacher, consultant, alumnus, or volunteer of any organization, including any primary, secondary, or post-secondary school or any other educational institution, public or private, shall recklessly permit the hazing of any person associated with the organization when the hazing includes coerced consumption of alcohol or drugs of abuse resulting in serious physical harm to that person.

(D) Whoever violates this section is guilty of hazing. A violation of division (B)(1) or (2) of this section is a misdemeanor of the second degree. A violation of division (C)(1) or (2) of this section is a felony of the third degree.