



GONZAGA-IN-FLORENCE

SAFETY & SECURITY GUIDE

2011-2012

A Publication of the Gonzaga-In-Florence Program

In compliance with federal law

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Support provided by the Gonzaga University
Student Life office and the
Campus Public Safety & Security Department,
Spokane, WA.

All University policies, practices and procedures contained in this Guide are consistent with Gonzaga's Catholic, Jesuit identity and Mission Statement.

UNIVERSITY POLICIES: Gonzaga-In-Florence community members have a responsibility to be familiar with and adhere to University policies, rules and expectations. Specific policy information is printed in the GIF Student Handbook and the Gonzaga University Student Handbook. A copy of the Gonzaga University Student Handbook is available to all students, staff, and faculty members through the Gonzaga website at:

<http://www.gonzaga.edu/studenthandbook>

DISCLAIMER: The Dean of the Gonzaga-In-Florence program or his/her designee shall resolve any questions involving the application or interpretation of policies and procedures set forth in this guide. In such instances the decision of the Dean shall be final and binding, unless the situation is of so serious a nature that it is referred by the Gonzaga-In-Florence Dean to administrators on the main campus of Gonzaga University for resolution.

The Dean of the Gonzaga-In-Florence program reserves the right to change any of the policies, procedures and content included in this guide at any time.

This publication is available on the Gonzaga University website at:

<http://www.gonzaga.edu/studenthandbook>

The on-line version is considered the official publication of this guide. Any printed version may not reflect the exact content of the on-line version. Discrepancies between the on-line version and any printed version of the guide will be resolved in favor of the on-line version.

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INTRODUCTION

The Gonzaga-In-Florence (GIF) program has a rich 47-year history. The present location of the campus has been home to the program since academic year 2003-2004. The majority of the academic program, as well as all of the administrative functions, occur at this location. It is the center of the GIF community. Nearly all students enrolled in the program reside in privately-owned pensioni, contracted through the program, within moderate walking distance of the GIF building. The pensioni must meet minimum standards established by the Italian government as well as the GIF program. The GIF program does not have any officially recognized student groups with off-campus housing facilities. There are no residential facilities on campus. The GIF program offers home-stay opportunities.

The safety and security of all members of the GIF community is of utmost importance. Fostering a safe environment for people and property is a responsibility shared by all members of the community.

The GIF program and campus does not have a campus security or police department. Productive relationships have been established with the police agencies that serve the campus and area, particularly the Polizia Di Stato. The GIF program does not have a formalized memorandum of understanding with these police agencies for the investigation of criminal offenses. More information about the Polizia Di Stato is available at the following web site:

<http://www.poliziadistato.it/pds/english/index.htm>

Police and fire response agencies that serve the GIF campus are familiar with the building's location and layout.

A security guard is retained by the program for purposes of monitoring building access and checking doors in the evening. The building is locked even during business hours, with monitored access or access via keypad. In the evening, access is granted via keypad and check-in procedure with the security guard. Video surveillance is utilized during the day and at night.

All GIF administrators are keenly aware of the need for awareness and vigilance regarding security and are instructed how to respond appropriately to emergencies and safety/security situations in the building. Key administrators are trained to Italian government standards related to safety. Necessary repairs and preventive maintenance are noted in a timely work order and forwarded to the appropriate person for resolution.

EMERGENCY REPORTING

Students who are experiencing an emergency should immediately contact the local emergency phone number(s): 112 or 113. There are a number of different types of police in Florence with different levels of authority. Students should contact the local

emergency numbers if they need assistance. They may also contact one of the Student Life staff as well if they need assistance interpreting or with follow-up.

If students experience or witness an emergency situation in the GIF building or surrounding area, they should call the local emergency number and then immediately notify someone from the school administration. If they are in their pensione, they should call the local emergency number and then immediately notify the front desk. The student should also immediately notify someone from the school administration.

CRIME REPORTING

In addition to reporting emergencies to the local emergency number, if necessary, crimes and suspicious situations which are non-emergency in nature should also be reported to school administrators (see list below) as soon as is possible and practical after the reporting party becomes aware of the situation. Crimes and suspicious situations that occur not just in the GIF building, but also in the pensione and on school-sponsored trips should be reported. Students are encouraged to report to both local police and GIF administrators promptly and accurately.

When a GIF administrator receives a report of a crime, an evaluation is made to determine the level and type of response. A GIF representative will assist the victim in making a report with local police. Community members are strongly encouraged to report crimes against persons directly to the local police at the time the crime occurs.

The administrators listed below should be contacted with information about criminal incidents and emergencies and situations which present a continuing threat to the community. Reports should also be made to these administrators for inclusion in the annual crime statistics.

Dr. Pat Burke, Dean of Gonzaga-In-Florence
Room 101
Cell +39 335 78 17 877
burkep@gonzaga.edu

Ms. Shelley Story, Associate Dean for Student Life
Room 105
Cell +39 348 150 4025
Story@gonzaga.edu

Student Life Staff
Mozilo Center

Please use the listed cell phone numbers only for reporting crimes and emergencies to GIF administrators.

Reports received by these individuals are forwarded to the Associate Dean for Student Life who will document the incident, generally after meeting with the affected student(s). The Associate Dean can assist with explaining resources and processes within the GIF program, as well as the Italian criminal justice system, and make referrals to appropriate departments and outside agencies.

Crimes may be reported to GIF administrators on a confidential basis if the reporting party doesn't wish to pursue criminal or University disciplinary action. Anonymous reports of rape and sexual assault can be made via an Anonymous Sexual Assault report form, available throughout the building. An anonymous on-line form is also available on the Gonzaga University website: www.gonzaga.edu/sexualmisconductform

A GIF administrator will evaluate all crime reports and make further inquiries if necessary, as well as make a determination if the incident requires a "Security Alert" to the community (see below). All reports are also evaluated for inclusion in the required yearly crime statistics. This evaluation includes information received confidentially.

Pastoral and professional mental health counselors employed by or available through the University have a professional obligation of confidentiality regarding information disclosed during a counseling session. The GIF program does not include statistical information about crimes from such sessions. Those who seek counseling are informed of the options for reporting a criminal incident, including confidential, anonymous reporting to campus officials for inclusion in the annual crime statistics, as well as reporting to local law enforcement.

KEEPING THE COMMUNITY INFORMED AND PROMOTING SAFETY

Reports received by GIF administrators and information provided by local police or the American consulate (when available) are used to formulate immediate and longer-term responses to safety and security issues. When conditions warrant it, the Dean or Associate Dean for Student Life (or their designee) may issue a timely warning via a "Security Alert" to the GIF community about situations which present a serious or continuing threat. This includes crimes covered by the U.S. federal Campus Security Act (see following section). The "Security Alert" is distributed primarily via email, but may also be posted on bulletin boards throughout the GIF building and in the pensione. A lower priority "Security Notice" may be issued for certain incidents or when trends or patterns of crime are seen.

The daily "Ciao" newsletter is distributed via email around 10:00AM, Monday through Thursday. Printed copies are also posted on the bulletin boards on the ground floor, first floor, and in the basement. The Ciao often contains information about any safety and security advisories for the campus community. In addition, other printed materials such as the GIF Orientation booklet and Student Handbook, and information distributed during Opening Tour in the fall, provide information on safety and security procedures and crime prevention on campus, in the pensione, and while traveling. These materials are distributed to each student in the fall (or when that student begins the program). These

materials are also distributed to GIF staff and faculty. The purpose of presenting this information is to encourage community members to be responsible for their own security and the security of others.

The Orientation program covers topics related to safety and security, as well as information provided by the American Consulate. Students are provided with an emergency card which includes personal information about themselves and the numbers of the school administration and other useful emergency contact information. Students are asked to carry this card along with their passport when they are traveling so they can contact Gonzaga-In-Florence and/or the nearest U.S. Embassy or consulate if they are not in Florence when a crisis occurs.

Italian law differs from U.S. federal and state law with regards to sex offenders and the obligation for those persons to register. A publicly accessible register, either on-line or in paper form, may or may not be available. Interested or concerned persons should contact a local law enforcement agency in Italy for guidance.

EMERGENCY RESPONSE AND NOTIFICATION PROCEDURES

In the event of significant emergency or dangerous situation which poses an imminent or impending threat, the GIF program will notify students, faculty and staff. This notification will occur upon confirmation of the threat. Notification may occur through the use of the building's public address system, email messaging, social media, texting or phone calling trees. The Dean of the GIF program, along with the Associate Dean for Student Life and other appropriate officials are responsible for determining whether a threat exists and has been confirmed, and for initiating the notification process. Confirmation of the threat may be ascertained via communication with local police and emergency responders, U.S. or Italian government officials, on-site observation or reliable witness reports. Confirmation and assessment of the threat is an on-going process.

Upon confirmation of a threat, the GIF program will, without delay, and taking the safety of the campus community into account, determine the content of the notification and initiate the notification system(s). The notification will provide basic information about the threat and how campus community members should respond, for example, remain in place or evacuate to a specified location. Depending on the nature of the threat, the entire campus community may receive the notification or it may be directed at a specific segment. Information, instructions and the scope of the notification may change as the situation evolves.

In the case of a confirmed threat, the only reason the GIF program will not initiate the notification system(s) is if doing so will compromise efforts to assist a victim, contain or respond to an emergency, or otherwise hinder efforts to deal with the threat. A request from local emergency responders or other officials is included. The decision to not make a notification is within the professional judgment of responsible authorities.

The GIF officials will work in conjunction with Gonzaga officials on the main campus in Spokane to provide information to the larger Gonzaga community about a threat. If it is appropriate to notify the local community of the threat to the GIF program, this will be done in consultation with local emergency responders.

The GIF program reviews and exercises aspects of its emergency response and evacuation procedures and system(s) on an annual basis. Notification to the campus community of testing is publicized via email messaging and the Ciao newsletter. Documentation of testing is maintained in the office of the Associate Dean for Student Life and includes a description of the test, the date and time of the test, and whether the test was announced or unannounced.

FEDERAL CAMPUS SECURITY ACT

The “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act” was originally enacted in 1990. It has been amended several times and is commonly known as the Clery Campus Security Act. Two goals of this legislation are disclosure of criminal activity on campus and timely warning of criminal activity. Gonzaga-In-Florence supports these goals. Our crime reporting procedure, coordinated through the Associate Dean for Student Life, insures that criminal activity on campus is effectively tracked and reported.

The Act requires annual reporting of the number of specified criminal offenses that occur on campus (or other specified areas) reported to the GIF administration and/or local police, as well as information about campus security policies and procedures. The reporting period is January 1-December 31 of each year. The statistics for the most recently completed calendar year, as well as the two previous years, must be released in a report by October 1 of each year. Data for the yearly disclosure of crime statistics is gathered from Security reports, information provided by the Student Life staff and inquiries made of local police. Additionally, regular inquiries are made of other University departments and officials who have significant responsibility for student and campus activities.

The law also requires a number of disclosure statements by the institution related to campus security policies and procedures. Specific provisions of this law stipulate that all students, staff and faculty of an institution receive this report. In addition, the crime statistics are reported to the Department of Education and published on a website Information about the U.S. Department of Education’s collection and publication of campus security statistics, including definitions of crimes and other terms related to the Act may be found at: <http://www.ope.ed.gov/security> The crimes covered by the Act are murder, manslaughter, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, and arson. Statistics for the reported incidence of these crimes must be included in the yearly report. Arrest statistics and campus disciplinary referrals for liquor law violations, drug law violations and weapon law violations must also be reported. In addition, statistics must be provided for a number of criminal offenses that manifest

evidence of prejudice based on race, gender, religion, sexual orientation, ethnicity or disability.

The Act was most recently amended in 2008 as part of the Higher Education Opportunity Act. Additional requirements were mandated related to hate crime reporting and emergency notification to the community in the event of a significant emergency or dangerous situation.

CLERY CAMPUS SECURITY ACT STATISTICS CATEGORY	2010			2009			2008		
	C A M (1)	A P P (2)	R N C (3)	C A M (1)	A P P (2)	R N C (3)	C A M	A P P	R N C
MURDER (& NON-NEGLIG. MANSLAUGHTER)	0	0	0	0	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0	0
FORCIBLE SEX OFFENSES									
RAPE	0	0	0	0	0	0	0	0	0
OTHER (5)	0	0	0	0	0	0	0	0	0
NON-FORCIBLE SEX OFFENSES(6)	0	0	0	0	0	0	0	0	0
ROBBERY	0	0	0	0	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0	0
BURGLARY	0	0	0	0	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0	0
ARSON	0	0	0	0	0	0	0	0	0

HATE CRIMES (6): No hate crimes meeting Clery criteria were reported in 2010, 2009, or 2008.

Notes:

Column Headings as defined by the Clery Campus Security Act:

- (1) “CAM” Campus means any building or property owned or controlled by an institution within the same reasonably contiguous geographic area of the institution and used in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls.
- (2) “APP” Adjacent Public Property means all public property that is within the same reasonably contiguous geographic area as the institution, such as sidewalks, streets and other thoroughfares, and parking lots. The park across the street from the front of the GIF building is not included in this area.
- (3) “RNC” Reportable Non-Campus means any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area. The pension used for student housing and two art studios are included in this category.

Other notes:

- (4) Includes sexual assault with an object, forcible fondling (sexual assault), sodomy
- (5) Incest and statutory rape
- (6) Reported crimes which are listed above, or which involve bodily injury, reported to local police agencies or to a campus security authority, that manifest evidence that the victim was intentionally selected because of the victim’s actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability (Clery Act definition).

ARRESTS AND DISCIPLINARY REFERRALS		2010			2009			2008		
		C A M	A P P	R N C	C A M	A P P	R N C	C A M	A P P	R N C
ARRESTS	LIQUOR LAW VIOLATIONS	0	0	0	0	0	0	0	0	0
	DRUG LAW VIOLATIONS	0	0	0	0	0	0	0	0	0
	ILLEGAL WEAPONS POSS.	0	0	0	0	0	0	0	0	0
DISCIPLINARY REFERRALS	LIQUOR LAW VIOLATIONS	0	0	0	0	0	0	0	0	0
	DRUG LAW VIOLATIONS	0	0	0	0	0	0	0	0	0
	ILLEGAL WEAPONS POSS.	0	0	0	0	0	0	0	0	0

SEXUAL AND RELATIONSHIP MISCONDUCT POLICY AND INFORMATION

Specific procedures and sections of the main campus Sexual Misconduct and Harassment policy may differ from the Gonzaga-In-Florence policy based on local laws, staffing levels, and other variables. Please consult with the Associate Dean of Students for more information.

Introduction

Sexual misconduct and harassment will not be tolerated at Gonzaga University and within the GIF program because it is counter to our mission, values, and Ethos Statement and interferes with a student's ability to enjoy the benefits of the Gonzaga experience. Sexual harassment may include sexual misconduct and sexual violence and may be discriminatory. Sexual misconduct and harassment, including sexual violence, includes acts generally understood as rape, sexual assault, and sexual coercion. It also includes other misconduct based on sex or gender such as dating and domestic violence, harassment and stalking, and sexual exploitation. Such misconduct and harassment is prohibited by University policy as well as a federal law known as Title IX. The University does not discriminate on the basis of sex in any of its programs and nondiscrimination is required by Title IX.

This policy deals specifically with sexual misconduct and harassment involving students. It describes the reporting procedure for students who feel they have experienced sexual misconduct or harassment. The Associate Dean for Student Life handles the process of receiving reports, responding to the situation, and reaching resolution of a complaint when students are involved. A student who feels they have experienced sexual misconduct or harassment has the right to file a report of the incident with the GIF program and local police.

The University will take prompt steps to end sexual harassment and sexual violence and will resolve complaints equitably. "Prompt" means within the time frames listed below whenever possible. "Equitably" means with fairness towards all parties while not

creating an undue burden on a student making a complaint of harassment or misconduct. We do this by providing support services for individuals and groups who have been affected, by holding accountable students who violate this policy, and through University student judicial processes. The University also provides awareness and prevention education.

What to do/How to report an incident of sexual misconduct

The University encourages you to report any incident of sexual and relationship misconduct. GIF officials are available to assist you and anyone who has been impacted by these incidents.

IF YOU ARE IN IMMEDIATE DANGER, GET TO A SAFE PLACE AND CALL LOCAL LAW ENFORCEMENT OFFICIALS.

Reporting Options:

- I. File an anonymous incident report (forms available in the building) or online via the Gonzaga University website: www.gonzaga.edu/sexualmisconductform.
- II. Meet with a GIF official to file an “information only” report. The name of the accused can be left off the report if you choose. This way, you can receive personal assistance, support and resources without initiating a campus inquiry or judicial action.
- III. Meet with a GIF official to file an incident report to provide information for a preliminary inquiry. GIF officials include any of the officials listed in this publication in the section “Crime Reporting.”
- IV. File a criminal report with local law enforcement

A report made only to the GIF program is not the same as a report made to local police. The University process and the criminal justice process are two separate courses of action. If you wish to file a report with local law enforcement authorities, a GIF official will assist upon your request. Only you as the person who experienced sexual misconduct may file the report. Notifying local law enforcement may result in the reporting party or others being contacted by a police officer. It is important to preserve potential evidence if you intend to file a police report. Local law enforcement determines if a criminal investigation will occur and if the case will be referred for prosecution. Italian criminal law, as well as investigatory and prosecutorial standards, may be different than in the United States.

Campus and Community Resources

GIF Student Life staff members are available to respond to students who have experienced sexual misconduct. There are no licensed counselors on campus who specialize in this area, but the Student Life staff can make referrals to off-campus resources spanning the full range of medical and psychological care.

Medical Care: In the event of a sexual assault or rape, these tests and procedures are highly recommended as soon as possible.

- Rape kit
- STD and HIV testing (at 3 month intervals, for up to one year after incident)
- Pregnancy concerns may be discussed with a primary care physician

Awareness and prevention information about sexual misconduct is presented during the semester safety orientations. In addition, upon request GIF staff members will make presentations on these subjects.

Academic and Living Arrangements: A reporting party may request a change in academic or living situation after a report of rape or sexual assault. The GIF program will inform the reporting party of the options upon request and will accommodate the request if those changes are reasonably available.

Behavioral Expectations

The GIF program subscribes to behavioral expectations consistent with the Ethos Statement and its Principles of Student Conduct, particularly Respect for Oneself and Respect for Others. This means that sexual activity should be mutual and consensual. Each individual is expected to obtain and give consent before sexual activity. Consent, preferably in the form of verbal affirmation, must be informed, and freely and actively given. If at any time either party demonstrates that she/he is hesitant, confused or unsure, or that it is reasonably apparent, both parties should stop and obtain mutual verbal consent before continuing sexual activity.

It is our goal that students report all incidents of sexual and relationship misconduct so that those affected can receive the support and resources they need. Therefore, violations of GIF's alcohol policy by the reporting party may be exempt from disciplinary action in these circumstances. However, someone from the program may initiate an educational discussion about the use of alcohol and its impact.

Definitions

These definitions are descriptive of conduct which may constitute a violation and determine a finding of responsibility of the Sexual and Relationship Misconduct policy.

“Accused”: the person who allegedly (“is said to have”) committed acts of sexual and/or relationship misconduct.

“Coercion”: the use of force, or the threat of force, the use of a threat of immediate or future harm, or the use of physical or severe and/or pervasive emotional intimidation to cause another person to engage in or submit to certain activities. Coercion also includes administering a drug, intoxicant or similar substance that impairs the person's ability to give consent.

“Consent” occurs when the parties exchange affirmative words or behavior indicating their agreement to freely participate in mutual sexual activity. As a general rule, a person will be considered unable to give valid consent if they cannot appreciate the who, what, when, where, why and how of a sexual interaction.

The following further clarifies the definition of consent:

- ❖ *A person who does not physically resist or verbally refuse sexual activity is not necessarily giving consent. For example, one who is asleep cannot give consent.*
- ❖ *Individuals with a previous or current intimate relationship do not automatically give either initial or continued consent to sexual activity.*

- ❖ *An individual who is physically incapacitated from alcohol or other drug consumption (voluntarily or involuntarily), or is unconscious, unaware or otherwise physically helpless is considered unable to give consent.*
- ❖ *A person in an alcoholic blackout state may appear to act normally. An individual in a blackout state can walk, talk, drive, etc., but will not have memory of these activities. If this person affirmatively gives words or actions indicating a willingness to engage in sexual activity and the other person is unaware – or reasonably could not have known – of the alcohol consumption or blackout, then consent may be considered to have been given.*

“Dating violence and domestic violence”: Dating violence refers to a situation in which one dating partner is physically, emotionally or sexually abused by the other dating partner. Domestic violence is similar to dating violence but involves individuals who live together. This also includes non-intimate relationships such as roommates. Dating violence and domestic violence can occur between individuals of the opposite sex or of the same sex.

“Incapacitation ”: An individual who is unable to give consent because he/she is mentally and/or physically helpless, unconscious, or unaware, due to drug or alcohol consumption (voluntarily or involuntarily) or for some other reason. Incapacitation impairs a person’s decision-making capacity, awareness of the consequences and ability to make judgments.

“Rape”: vaginal or anal penetration, however slight, by a penis, object, tongue or finger as well as genital-oral penetration, initiated by a man or woman upon a man or a woman without consent.

“Reporting Party”: the person who reports to the University alleging that he/she has experienced sexual or relationship misconduct.

“Sexual Assault”: non-consensual touching of the sexually intimate parts of a person without that person’s consent or permission that does not meet the definition of another offense under this policy.

“Sexual Exploitation”: taking unjust or abusive sexual advantage of another; for the accused’s own advantage or benefit; or for the benefit or advantage of anyone other than the reporting party; and that behavior does not otherwise constitute rape, sexual assault or harassment [see Harassment Policy]. Examples of sexual exploitation include, and are not limited to:

- ❖ Creating images (including video or still photography) of a sexual nature via web-cam, camera, Internet exposure, etc., without knowledge and consent of all persons
- ❖ Knowingly exposing HIV or another STD to an unknowing person or to a person who has not consented to the risk
- ❖ Inducing incapacitation with the intent to commit sexual assault — in this instance, sexual exploitation can occur regardless of whether sexual activity actually occurs
- ❖ Voyeurism

“Stalking”: a pattern of repeated and unwanted attention, harassment, contact, or any other course of conduct directed at a specific person that would cause a reasonable person to feel fear.

University Judicial Process for Sexual Misconduct Cases

Hearing Process

A University inquiry occurs when a reporting party makes a report of sexual or relationship misconduct by a student. An inquiry is conducted by a University official, who gathers additional information from the reporting party, accused, and witnesses if appropriate. The University uses this additional information to better understand what happened and determine if additional actions are necessary.

Depending upon the results of the inquiry the University may initiate a hearing. In most cases the University will not conduct a further inquiry or hearing without the reporting party's request. However, under compelling circumstances such as evidence of a pattern of repetitive behavior, the use of force or threat of force, or the use of a weapon by the accused, or to meet statutory or regulatory requirements the University may initiate an inquiry, hearing and/or disciplinary action.

The purpose of the hearing is to determine whether the accused is **more likely than not responsible for violating the University's Sexual and Relationship Misconduct policy and/or ethos statement.**

Before the hearing both the reporting party and the accused will each meet with a separate University "intake" person who will explain what happens during a hearing. During the hearing process the incident is reviewed by either a hearing board or hearing officer. The board or officer listens to and speaks with the reporting party, the accused, and witnesses, and considers other relevant information, including results from the inquiry. The reporting party and the accused are entitled to the same opportunity to question each other and witnesses as determined by the hearing officer, and to have a support person (other than the intake person) present during the hearing.

The board or officer makes a determination of responsibility for the allegation. The board or officer reserves the right to determine responsibility for a lesser violation.

Criminal courts determine guilt or innocence of an accused. Civil courts resolve non-criminal disputes between parties, usually for a money judgment. Gonzaga's hearing process determines responsibility, that is, whether the accused more likely than not violated the University's Sexual and Relationship Misconduct policy. The University has established considerations for a finding of responsibility under the Sexual and Relationship Misconduct policy, as described here:

- 1) use of, or threat of, coercion or force by the accused; and/or**
- 2) the reporting party was incapacitated and it was reasonably apparent to the accused; and/or**
- 3) the reporting party was not able or did not give consent.**

Whether consent was given or obtained is a key factor in determining responsibility for a violation of Sexual and Relationship Misconduct policy. A variety of other factors and information is gathered and each case is evaluated on its own unique circumstances. The hearing board or officer bases the finding on all of the relevant information presented at the hearing.

Under Washington law, sexual and relationship misconduct may be punishable crimes, and may also result in civil action. Italian criminal law may differ from Washington criminal law, particularly in regards to acquaintance assault and rape. However, the University undertakes inquiries and hearings and renders sanctions in a non-criminal context. Although the definitions and procedures may be similar to criminal law or the criminal court system, they are specific to Gonzaga University and limited to the meaning and use given them by the University. An act not criminally prosecuted may still violate University policy.

For detailed information on hearing procedures and appeals please contact the GIF Associate Dean for Student Life.

Outcomes and Sanctions

Sanctions for sexual or other relationship misconduct:

The GIF program determines sanctions based on the facts, including the severity of the offense. A student found responsible for a violation of the Sexual and Relationship Misconduct policy could receive sanctions ranging from suspension, probation, restorative justice actions, educational requirements or a written reprimand. In some cases, a student found responsible may be suspended or dismissed from the University until at least such time as the reporting party is no longer enrolled in her/his current course of study.

Time Frames for Sexual Misconduct and Harassment Reports:

The time frames listed here are guides and may be extended because of extraordinary circumstances. Each case is unique and the process for handling the incident will be impacted by factors such as the complexity of the investigation and situation, the parties' schedules and availability, and the academic calendar. Generally speaking, the University will complete the investigative stage within 30 calendar days of receiving a report. If a judicial hearing or other student conduct processes are used, that will occur within 30 calendar days of the end of the investigation. Parties will be notified of the final outcome within seven calendar days of the hearing or other action which concludes the complaint process. The University will attempt to provide parties with periodic status updates. In no case will these time frames delay the University from providing services or enacting other measures to assist the reporting party.

Notification:

The University will inform both the reporting party and the accused of the outcome of any institutional proceeding for allegations of sexual misconduct, including appeals. The outcome is the University's final determination about the alleged offense and any sanction imposed against the accused for a determination of sexual misconduct.

Retaliation:

Although Gonzaga acknowledges that extreme emotions and stress may be involved in these incidents, the University does not condone any person on either side of the incident engaging in any type of retaliation. This includes slander, libel or harassment. Violations of this type will be handled in accordance with the Ethos Statement and Behavioral Expectations.

Questions, Concerns and Oversight of the Process:

Gonzaga University has two Title IX coordinators responsible for oversight of response to reports and complaints of sexual misconduct and harassment. This includes insuring compliance with the regulations of Title IX, providing assistance and support to University employees who respond to reports or complaints and addressing concerns about GIF program's handling of reports and complaints. Both of the Title IX Coordinators are located on the main campus in Spokane. Both are available to speak with students or involved parties to discuss the process. The Deputy Title IX Coordinator for Student Life is available at hart@gonzaga.edu or (509) 313-4150. The University's Title IX Coordinator/Equal Opportunity Officer is available at Loveland@gu.gonzaga.edu or (509) 313-6910.

Campus Sexual Misconduct Prevention Resources

Student Life staff members are available as first responders for students who have experienced sexual misconduct. There are no licensed counselors on campus who specialize in this area, but the Student Life staff can make referrals to off-campus resources spanning the full range of medical and psychological care.

Awareness and prevention information about sexual assault and rape is presented during the semester safety orientations. In addition, upon request GIF staff members will make presentations on these subjects.

GIF ALCOHOL POLICY

The Gonzaga in Florence alcohol policy has several intents, which should be understood to embody the *spirit* of the policy. Those intents are as follows:

- To diminish the occurrences of risky, disruptive, offensive, inappropriate, or culturally insensitive behavior.
- To protect the community of GiF students and staff* from the immediate negative repercussions of such behavior.
- To enhance, and make more authentic, each student's experience of Italian and European culture.
- To uphold and improve the image of Gonzaga in Florence, Gonzaga University, and the United States to individuals and organizations abroad.

In support of these principles, consumption of alcohol is specifically limited or prohibited in the following circumstances:

1. Consumption of any alcoholic beverage is prohibited **on GiF-provided transportation**. A first offense will result in immediate dismissal from the trip in question, and from the travel program, without compensation.
2. Consumption of alcohol **in public areas** (in public streets, in piazzas, etc.) or inside a hotel/hostel room is, in general, prohibited. Under some circumstances in which such consumption is appropriate (such as on a public beach where alcoholic beverages are specifically sold for on-site consumption), students may consume in moderation.
3. Consumption of alcohol **in the pensioni** should be limited to special occasions, and should always have the approval of pensione staff. Any consumption that occurs in conjunction with loud or disruptive behavior is prohibited.
4. Consumption of alcoholic beverages **on campus** is limited to occasional, celebratory events, and is permissible only with prior authorization from the Dean.
5. At any time, and in any location, a Gonzaga in Florence staff member may indicate that consumption of alcohol -- by all students present, or by specific students present -- is not appropriate or is no longer appropriate. Students who choose not to follow the directive of a staff member will face disciplinary action.

Furthermore, excessive drinking at any location is not acceptable. Inappropriate behavior occurring in conjunction with consumption of alcohol will be treated as a compound offense. Intoxication is never an excuse for inappropriate behavior, and is, in fact, an inappropriate behavior in and of itself.

If a student is in doubt as to whether consumption of alcohol is allowable in a given circumstance, he or she should err on the side of non-consumption, or ask a staff member for advice. Pouring an alcoholic beverage into an unlabeled container (or a container labeled as a non-alcoholic beverage) can only be interpreted as an indication that the drinker understood that consumption in that situation was inappropriate or a violation of policy.

In all cases, alcohol consumption should follow the laws and cultural norms of the locale in which the consumption occurs. Any behaviors which violate the spirit of this policy will be considered violations of the Gonzaga in Florence community standards and code of conduct, and will result in disciplinary action up to and including dismissal from the program. See the section of the Gonzaga in Florence handbook supplement entitled **Disciplinary Sanctions** for more information.

*For the purposes of this policy and similar GiF policies, “staff” refers to any person, employed part- or full-time by Gonzaga University or Gonzaga in Florence, who has responsibility for students’ major activities in the program. Individuals with a contractual and/or business relationship with the institution (bus drivers, hotel staff, pensione staff, etc.) are not considered “staff” but are owed the same respect and deference.

GIF DRUG POLICY

The illegal use of drugs at Gonzaga-In-Florence is not tolerated. This includes the abuse and medically unsupervised use of prescription drugs. Disciplinary action will be taken against any student who is involved in such use of drugs. Documented violations of illegal possession, consumption, provision, or sale of narcotics or drugs, or possession of paraphernalia, may result in disciplinary sanction from the University and/or referral to law enforcement officials.

The unlawful manufacturing, possessing, having under control, selling, transmitting, using or being a party thereto of any dangerous drug, controlled substance, or drug paraphernalia on University premises, University rental facilities or at any University sponsored activities is prohibited. Drug paraphernalia, particularly containing drug residue, may be considered evidence of drug use.

In residential facilities with shared living spaces such as bathrooms, living rooms, hallways, kitchens, and jointly held storage space, all residents with access to, and control over, the shared space will be held accountable for evidence of violations of University policies. It is a violation of University policy to knowingly be in the presence of others who possess illegal drugs or paraphernalia, or to be in the presence of a person using illegal drugs. The University reserves the right to confiscate, retain and dispose of/destroy any and all drug-related items, regardless of value or ownership.

DRUG-FREE SCHOOLS AND CAMPUSES REGULATIONS

These regulations are part of the federal Drug Free Schools and Communities Act. The regulations require that, as a condition for receiving federal funds or federal financial assistance, an institution of higher education must certify that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees. Gonzaga University has implemented such a program.

Simply stated, the illegal use of drugs at Gonzaga University is not tolerated. It is unlawful to manufacture, distribute, dispense, possess, or use a controlled substance or drug on University premises. The use by a Gonzaga student or employee of a controlled substance that is not medically authorized is strictly prohibited. Students or employees who violate the provisions of the drug-free campus policy may be subject to discipline, suspension, expulsion, or termination of employment. Violating this policy (and concurrent law) may also subject the student or employee to criminal prosecution. Legal penalties for drug violations vary depending on the amount and classification of the controlled substance. These penalties range from a mandatory court appearance to a substantial fine and/or lengthy prison sentence.

Use of alcoholic beverages must be consistent with local law. Violations of University policy and/or applicable liquor laws may subject students or employees to discipline, suspension, expulsion, or termination of employment. Violations may also be subject to criminal prosecution. Legal penalties for liquor law violations range from a mandatory court appearance to fines and jail time.

Certain health risks are associated with the illegal use of drugs and alcohol use. Drug and alcohol use can affect a person's physical and emotional health, social life, and employment prospects. The hazards of alcohol and drug use differ from person to person. The health risks may include: interference with memory, sensation, and perception; impairment of reaction time and motor coordination; distortion of experiences and loss of self-control; death from respiratory depression; interference with the brain's ability to take in, sort, or synthesize information; physical exhaustion; complications of intravenous injection; and fetal damage from abuse by pregnant mothers.

Gonzaga encourages students who use alcohol and have problems, or suspect they have a substance abuse problem to seek assistance through campus resources, available by contacting GIF administrators or staff. The University may refer students with problems beyond its means to outside rehabilitative or counseling services. Employees with substance abuse problems can access appropriate treatment through the medical insurance provided by the University.

DISCIPLINARY OUTCOMES

The Gonzaga-In-Florence handbook describes procedures used in disciplinary cases and potential disciplinary sanctions. The GIF program, will, upon written request, disclose to the alleged victim of a crime of violence or a non-forcible sex offense, the report on the results of any disciplinary proceeding against the student who is accused of the crime or offense.