

**2020**

**ART ACADEMY OF  
CINCINNATI ANNUAL  
SAFETY & SECURITY  
REPORT  
AND  
FIRE SAFETY REPORT**



January 6, 2021

The following 2020 Safety and Security Report documents crime statistics from calendar year 2020 and institutional policy statements regarding safety and security, as required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1990 (renamed to current in 1998) for the Art Academy of Cincinnati.

Any questions related to the content of this report should be directed to Kelsey Nihiser, Director of Student Services in Room N112, or at [kelsey.nihiser@artacademy.edu](mailto:kelsey.nihiser@artacademy.edu) or 513-562-6273.

---

---

## Campus Safety and Security Survey Completion Certificate

The Campus Safety and Security data for  
**Art Academy of Cincinnati**  
**(201061)**

were completed and locked on **January 5, 2021.**

Thank you for your participation in the 2020 data collection.

This certificate was prepared on **January 5, 2021**

---

---

## CRIME STATISTICS 2020

The following statistics reflect data collected during calendar year 2020 for all on-campus property, on-campus housing facilities, and public property within or immediately adjacent to campus for the following:

- Criminal Offenses —Criminal Homicide, including Murder and Non-negligent Manslaughter, and Manslaughter by Negligence; Sexual Assault, including Rape, Fondling, Incest and Statutory Rape; Robbery; Aggravated Assault; Burglary; Motor Vehicle Theft; and Arson.
- Hate Crimes—Any of the above-mentioned offenses, and any incidents of Larceny-Theft, Simple Assault, Intimidation, or Destruction/Damage/ Vandalism of Property that were motivated by bias.
- VAWA Offenses—Any incidents of Domestic Violence, Dating Violence and Stalking.
- Arrests and Referrals for Disciplinary Action for Weapons—Carrying, Possessing, Etc. Law Violations, Drug Abuse Violations and Liquor Law Violations.

Disclosures:

- 1) Art Academy of Cincinnati does not own or control any non-campus property.
- 2) Statistics for public property adjacent to campus – based on data provided by local law enforcement, the AAC could not determine whether crimes on adjacent properties were Clery-reportable by definition and due to lack of specificity of geographic relevance. The statistics provided in the report reflect this lack of data.



<b>Criminal Offenses – On Campus</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
a. Murder/ Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses- Forcible	0	0	0
d. Rape	0	0	0
e. Fondling	0	0	0
f. Sex offenses- non forcible	0	0	0
g. Incest	0	0	0
h. Statutory Rape	0	0	0
i. Robbery	0	0	0
j. Aggravated Assault	0	0	0
k. Burglary	0	1	0
l. Motor vehicle theft (does not include from vehicle)	0	0	0
m. Arson	0	0	0
<b>Criminal Offenses- On Campus Student Housing Facilities</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
a. Murder/ Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses- Forcible	0	0	0
d. Rape	0	0	0
e. Fondling	0	0	0
f. Sex offenses- non forcible	0	0	0
g. Incest	0	0	0
h. Statutory Rape	0	0	0
i. Robbery	0	0	0
j. Aggravated Assault	0	0	0
k. Burglary	0	1	0
l. Motor vehicle theft (does not include from vehicle)	0	0	0
m. Arson	0	0	0
<b>VAWA Offenses- On Campus</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
a. Domestic violence	0	0	0
b. Dating violence	0	0	0
c. Stalking	0	0	0
<b>VAWA Offenses- On Campus Housing Facilities</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
a. Domestic violence	0	0	0
b. Dating violence	0	0	0
c. Stalking	0	0	0

<b>Arrests – On Campus</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0
<b>Arrests- On Campus Student Housing Facilities</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0
<b>Arrests – Public Property</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0
<b>Disciplinary Actions- On Campus</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0
<b>Disciplinary Actions- On Campus Student Housing Facilities</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0
<b>Disciplinary Actions- Public Property</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0
<b>Unfounded Crimes</b>			
a. Total unfounded crimes	0	0	0
<b>Hate Crimes- On Campus</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
a. Murder/ Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses- Forcible	0	0	0
d. Rape	0	0	0
e. Fondling	0	0	0
f. Sex offenses – Non Forcible	0	0	0
g. Incest	0	0	0

h. Statutory Rape	0	0	0
i. Robbery	0	0	0
j. Aggravated Assault	0	0	0
k. Burglary	0	0	0
l. Motor vehicle theft (does not include from vehicle)	0	0	0
m. Arson	0	0	0
n. Simple Assault	0	0	0
o. Larceny- theft	0	0	0
p. Intimidation	0	0	0
q. Destruction/ damage/ vandalism of property	0	0	0
<b>Hate Crimes- Public Property</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
a. Murder/ Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses- Forcible	0	0	0
d. Rape	0	0	0
e. Fondling	0	0	0
f. Sex offenses- Forcible	0	0	0
g. Incest	0	0	0
h. Statutory Rape	0	0	0
i. Robbery	0	0	0
j. Aggravated Assault	0	0	0
k. Burglary	0	0	0
l. Motor vehicle theft (does not include from vehicle)	0	0	0
m. Arson	0	0	0
n. Simple assault	0	0	0
o. Larceny-theft	0	0	0
p. Intimidation	0	0	0
q. Destruction/ damage/ vandalism of property	0	0	0

## FIRE STATISTICS 2020

The following statistics reflect data collected during calendar year 2020 for the following on-campus housing facilities:

Harper Lofts at 5 W. 12th St.

Ruthven Suites at 1301 Main St.

1307 Main St. #3

1319 Main St. #4

- These on-campus housing facilities closed after Spring 2020

1225 & 1227 Jackson St.

- These on-campus housing facilities opened in Fall 2020



<b>Fires- Summary</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Ruthven Suites (1301 Main St.)			
Fires	0	0	0
Injuries	0	0	0
Death	0	0	0
1307 Main St. #3			
Fires	0	0	0
Injuries	0	0	0
Death	0	0	0
1319 Main St. #4			
Fires	0	0	0
Injuries	0	0	0
Death	0	0	0
Harper Lofts (12 <sup>th</sup> & Vine)			
Fires	0	0	0
Injuries	0	0	0
Death	0	0	0
1225 Jackson St			
Fires	0	0	0
Injuries	0	0	0
Death	0	0	0
1227 Jackson St			
Fires	0	0	0
Injuries	0	0	0
Death	0	0	0



## Policy Statements

The following content provides the Art Academy of Cincinnati's policy statements regarding: crime and emergency reporting; security and access to campus facilities; crime prevention; campus law enforcement and security; alcohol and drugs; dating violence, domestic violence, sexual assault, and stalking; and fire safety.

## Facilities, Safety, and Building Use Policies

On a daily basis the Department of Facilities and Security makes the personal safety and security of all students, faculty, staff, and visitors a top priority by providing:

- 24/7 private security
- Card access for admittance to facilities
- A well-lit campus
- Emergency phones in hallways
- School-wide safety meetings
- Cameras on the exterior of the building

Every member of the Art Academy community should take responsibility for their personal safety. Here are some important actions that you can take:

- Be aware of your surroundings
- Lock your room door
- Do not leave valuables unattended
- Secure electronics, art supplies, and books
- "Put Your Junk in the Trunk"
- See it, hear it, report it to Security at 513-562-6279
- Do not abuse drugs or alcohol
- Always use card access to enter or exit the facilities
- Use common sense

### Building and Office Hours

The Art Academy's main building at 1212 Jackson Street is open 24/7 during the fall and spring semesters. Students must be fully matriculated to gain access to instructional and recreational areas of the campus. Holiday and summer hours will be posted ahead of time to communicate when the campus will be closed. The campus phone number for Allied Universal Security Service is 513-562-6279, and the security cell phone number is 513-616-4802. The Art Academy's main phone number is 513-562-6262. The administrative offices are open Monday - Friday from 9:00 am - 5:00 pm, or as otherwise posted.

## Emergency Response and Evacuation Procedures

Upon the notification of a significant emergency or dangerous situation involving an immediate threat to the health or safety of the AAC community, occurring on campus or the adjacent neighborhood, the AAC will diligently and swiftly evaluate it in order to verify the content and source. Upon confirmation of the emergency situation, the AAC will notify the campus community by way of email and text message. Security personnel have the ability to lock down the AAC building when deemed necessary. In addition, all activated emergency alarms are electronically monitored off-site by licensed security companies, who are authorized on our behalf to notify the appropriate safety agency or agencies.

In anticipation of an emergency, AAC emergency procedures have been posted throughout the buildings, including inside every classroom and housing suite next to the exit doorway. These posted procedures elaborate on what to do in case of fire, illness, serious injury, power outage, tornado, severe weather, shooting, and missing persons. In addition, unannounced emergency drills are conducted and monitored yearly by the Cincinnati Fire Department, and a log is kept of the dates and notations.

Emergency phones are located throughout hallways of the school building, and emergency pull station alarms are located throughout the hallways of the campus building and residence halls.

The AAC Safety Committee is a standing committee that evaluates safety/emergency policies and procedures for accuracy and efficiency. The Safety Committee is comprised of the institution's Vice President for Academic Affairs/Academic Dean, Chief Financial Officer, Human Resources Officer, Director of Facilities, Director of Student Services, Student Representatives, and a Faculty Representative. The Safety Committee meets monthly and keeps a record of minutes.

## Alcohol and Drug Policy

The Art Academy of Cincinnati prohibits the irresponsible or unlawful possession and use of alcohol and the possession or use of illegal drugs or controlled substances by students, faculty, and staff on campus premises or in relation to any of its events or activities, regardless of location. The Art Academy of Cincinnati prohibits the unlawful manufacture, dispensation, possession, or use of controlled substances and alcohol on the Art Academy property.

The Academy observes and enforces all state and federal regulations regarding the consumption of alcoholic beverages. In compliance with federal laws, which mandate sanctions and policing of substance abuse at the nation's institutions of higher education, the Art Academy provides a safe work and educational environment. The Art Academy considers the abuse of drugs and alcohol by its faculty, staff, and students to be unsafe and counterproductive to the educational process. Illegal substances are prohibited on the Art Academy's premises at any time. State law prohibits the sale to and the consumption or possession of alcoholic beverages by persons younger than 21 years of age. This policy is in effect whether an Art Academy event is held on or off campus.

In compliance with the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989, the following policy will govern the conduct of all Art Academy students, faculty and staff. The following standards of conduct in relation to the Alcohol and Drug-Free Campus Policy shall be observed at all times. Whenever alcohol is served on the Art Academy campus, a contracted bartender must manage and control the serving of the alcohol. The bartender must verify – by checking valid identification – that those attempting to consume alcohol are of legal age to do so. Further, the bartender reserves the prerogative to refuse service to anyone deemed to be intoxicated or who presents identification credentials whose authenticity the bartender deems questionable. The event sponsor or host will pay for the bartender's services. A bartender will be provided for Senior Thesis Exhibition receptions. No alcoholic beverages may be brought into the Art Academy facility unless pre-approved on a case-by-case basis by appropriate personnel.

No student may enter the premises or attend Art Academy events while inebriated. Consumption of marijuana, narcotics, or other illegal substances on the Art Academy's premises or while attending Art Academy events is prohibited.

The Art Academy observes and enforces all state and federal regulations regarding the consumption of alcoholic beverages and illegal drugs. Art Academy may discipline students, faculty, and staff who violate the Alcohol and Drug-Free Campus Policy.

### **Substance Abuse Education**

The Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendment of 1989 require all federal contractors, federal grant recipients and recipients of any federal funds whatsoever to implement a comprehensive substance and alcohol use and abuse policy. The Art Academy of Cincinnati complies with all provisions of these Acts and has developed a program to prevent the illicit use of drugs and the abuse of alcohol by students and employees. The program provides services related to drug use and abuse, which include informational brochures, educational videos, and counseling services, referrals to outside programs, and disciplinary sanctions for violations. Referrals to outside programs include but are not limited to the following:

- Alcoholism Council of the Cincinnati Area 513-281-7880  
(information, referral, and outpatient)
- Central Psychiatric Clinic 513-558-5804 or 513-558-5823
- Cincinnati Central Office of Alcoholics Anonymous (24 hour service) 513-861-9966
- CCAT: Center for Comprehensive Alcoholism Treatment (detox, inpatient) 513-381-6660
- Talbert House (outpatient, inpatient, DUI) 513-751-7747
- CCHB: Central Community Health Board (drug services intake) 513-559-2048
- Narcotics Anonymous 513-820-2947
- Family Services of Cincinnati (outpatient) 513-345-8555
- Christ Hospital Alcohol and Drug Center 513-585-8500
- Bethesda Alcohol and Drug Treatment Program 513-569-6116/513-569-6014
- University of Cincinnati Alcoholism Clinic 513-475-5300
- University of Cincinnati Psychological Services (walk-in clinic) 513-556-0648
- University of Cincinnati Drug and Poison Center 513-558-1111

## Fire Drills

Fire drills are held without advance notice. All students, faculty, and staff must exit immediately when the siren sounds and the lights flash. The front doors will unlock, and the hallway doors will close automatically to ensure that the HVAC system effectively evacuates any smoke, if present.

### Reporting a Fire

The Art Academy is required to annually disclose statistical data on all fires that occur in our Residence Hall. Listed below are the numbers to call to report fires that have already been extinguished and if you are uncertain whether they have been reported or not. Please provide LOCATION/ DATE AND TIME/ and NATURE OF THE FIRE.

Security: 513-562-6279 or 513-616-4802

Director of Facilities: 513-562-8769

Director of Student Services: 513-562-6273

### Fire Log

A Fire Log is maintained in the Director of Facilities office and records all reported fires, including arson, in the Residence Hall. The log details the date/time, location, and nature of all fires reported. This log is available for inspection during regular business hours by students, staff, and general public.

### Timely Warnings

In the event that a situation arises in our school building, adjacent housing facility or in the surrounding neighborhood that, in the judgment of the Safety Committee, constitutes an ongoing or continuing threat, a "Timely Warning" will be issued through the campus email and text system. In addition, the posting of fliers, in-class announcements, or other appropriate means may be used.

## Annual Disclosure of Crime Statistics

The Art Academy prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Police and Crime Statistics Act, and subsequent guidance as outlined in the Campus SaVE Act. Our statistics are comprised of those reports made to our security officers, campus officials (including but not limited to the Director of Facilities, Academic Dean, and Director of Student Services) and the Cincinnati Police Department of criminal activity on school property and adjacent public property. The Director of Student Services compiles this information and combines it with the Fire Statistics from the Residence Hall and submits the combined contents by the 1st of October to the U.S. Department of Education. The full text of this report can be viewed at [www.ope.ed.gov/security](http://www.ope.ed.gov/security). A hard copy of this report may be viewed in the Student Services office during regular business hours or by calling 513-562-6273.

The Art Academy maintains a "Daily Crime Log" for the purpose of recording criminal incidents, alleged criminal incidents, and disciplinary referrals that are reported to the Art Academy Security Officers in order to disclose crime information to our students, employees, and the general public on a timelier basis than the annual statistical disclosures (see: Annual Disclosure of Crime Statistics). The log discloses the nature of the crime, case number, date, and time reported, date and time occurred, general location, and the disposition of the incident (open, closed, pending, arrest, criminal referral, and disciplinary referral). Classifications include, but are not limited to: murder, negligent and non-negligent manslaughter, forcible and non-forcible sex offenses, robbery, aggravated assault, simple assault, burglary, larceny, motor vehicle theft, arson, vandalism, intimidation, weapons, drugs, and alcohol violations.

The Director Student Services maintains the "Daily Crime Log," a hard copy of which is available for review during regular business hours in the Student Services office.

## Reporting of Criminal Offenses

To report a crime, contact:

1. Cincinnati Police Department  
911, Emergencies  
513-765-1212, Non-emergencies
2. Art Academy Security  
513-616-4802: Cell Phone  
513-562-6279: Security Desk

## Voluntary and Confidential Reporting

If you are a victim of a crime and do not want to pursue action within the school system or the criminal justice system, you may consider making a confidential report. With your permission, the school can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential while taking steps to ensure the future safety of yourself and others. With such information, the school can keep an accurate record of the number of incidents involving students, determine a pattern of crime if revealed, and alert the campus community to any potential danger. Reports filed in this manner are counted and disclosed in the Art Academy of Cincinnati's Annual Security and Fire Safety Report.

The Art Academy encourages anyone who is a victim or witness to any crime to promptly report the incident to the police. In the case of voluntary confidential reporting, information that the victim or witness wishes to be withheld will not be disclosed to the police.

## Geography

In order to comply with the Jeanne Clery Disclosure of Campus Security Police and Crime Statistics Act, the Art Academy is required to disclose statistics for reported crimes based on both the type of crime reported and the location of the crime. For this reason, the geography of the institution needs to be defined in accordance with Clery mandates, which state that Clery geography is comprised of locations falling into three categories: On-Campus Property, Public Property, and Non-Campus Property.

AAC On-Campus Property consists of the following, noted according to the map below:

1. Main AAC campus at 1212 Jackson Street
2. AAC Housing 1225 and 1227 Jackson Street
3. AAC Parking Lot at 1217 Walnut Street.

AAC Public Property consists of segments of the following streets immediately adjacent to On-Campus Properties:

12th Street, 13th Street, Walnut Street, Jackson Street, Vine Street  
Main Street

The Art Academy neither owns nor controls any Non-Campus Property.

#### Campus Safety Enforcement

The Art Academy Security Officers provided by Allied Universal Security Service are a uniformed and unarmed authority that maintains a highly visible and vigilant presence as a proactive measure to deter potential criminal activity and other unacceptable behaviors. When necessary, Allied Universal Security Service provides rapid communications to the appropriate public safety agency through the local 911 call center to ensure that appropriate help has been summoned.

The Art Academy Security Officers have the authority to ask persons for identification to determine whether or not individuals have lawful or legitimate business on campus property. However, they are not police officers and do not possess arrest authority. Our security department maintains a highly professional working relationship with the Cincinnati Police Department, meeting with them and other local organizations and businesses on a monthly basis to discuss recent crime and safety statistics compiled from neighborhood reports. All crime victims and witnesses are strongly encouraged to immediately report the crime to our security officers, school officials, and the Cincinnati Police Department. Prompt reporting will assure timely warning notices on campus and timely disclosure of crime statistics, which will help determine the existence of patterns of crime with regard to particular locations, methods, or assailants and thus alert the school community to potential danger. Prompt reporting is important in matters of public safety.

### Security, Awareness and Crime Prevention

Throughout the year the Art Academy outlines ways to maintain personal safety, prevent theft, and assist in crime prevention through posted alerts, brochures, seminars, programs, videos, and discussions. Some examples include:

Allied Universal Security Service maintains a 24/7 campus security presence.

Over-the-Rhine Chamber of Commerce

Safe and Clean Program, which promotes the anonymous reporting of ongoing "Hot Spots" for crime and drug activity through the use of "Hot Spot" cards and the "Hotline" 513-588-6909.

Monthly Safety Sector meetings sponsored by the Over-the-Rhine Chamber of Commerce, through which the police and the community come together to share and discuss safety and crime issues. The Director of Student Services and other members of the AAC staff attend these meetings.

"Put Your Junk in the Trunk" program, sponsored by the Cincinnati Police Department, a program that encourages keeping your valuables out of sight. School posters of a similar theme are on display.

### Brochures

in the AAC addressing topics of rape, sexual assault, stalking, domestic violence, college-age drinking, Policy for a Drug-Free Campus, and thefts from autos.

### Ohio Victims of Crime Compensation

Program: [www.ag.state.oh.us/victim/compensation](http://www.ag.state.oh.us/victim/compensation)

Resident Advisors conduct meetings with housing students to provide tips on assault, robbery, theft, the neighborhood, and walking in numbers.

### Criminal Activity Off Campus

The Art Academy does not use the Cincinnati Police Department to monitor off-campus student organizations for criminal activity because the school does not officially recognize any such organizations.

### **Sex Offender Registration**

In accordance to the "Campus Sex Crimes Prevention Act" of 2000 which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, the Art Academy of Cincinnati provides links to the State of Ohio Sex Offender Registry and the Hamilton County Sex Offender Registry. This Act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a state concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a state to provide notice of each institution of higher education in that state at which the person is employed, carries a vocation, or is a student. The State of Ohio is responsible for maintaining this registry. Follow the links below to access each website, then click on the sexual offender database link.

[www.ag.state.oh.us](http://www.ag.state.oh.us)

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

### **Annual Security Report Availability**

The Art Academy of Cincinnati's Annual Security and Fire Safety Report includes statistics for the previous three years concerning reported crimes that occurred on campus and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes institutional policies concerning campus security, such as policies concerning Emergency Response and Evacuation and other matters. You can obtain a copy of this report by contacting the Director of Student Services at 513-562-6273 or by visiting the Student Services Office in N112.

### **Missing Persons**

In the event that an AAC student is deemed missing for 24 hours or more (or less if the situation deems necessary), the missing student's registered confidential contact person will be notified. If the situation is confirmed, an investigation will be initiated by way of interviews of roommates, residents, students and faculty, and if still warranted, notification of the Cincinnati Police Department will be made, and any collected data will be turned over at that time. Only authorized campus officials and law enforcement officers in furtherance of a missing person investigation may have access to this information. If said housing student is less than 18 years of age and is not emancipated, their/his/her parent or guardian will be notified.

Missing student notification procedures shall be posted inside each housing facility near the entrance. In addition, each housing resident is given the option of providing the school a confidential contact person by simply filling out, signing, and dating their Health and medical Information form.

### **Crime Statistics**

A full, detailed crime statistics history for the previous three reporting years is available in the Annual Security Report (available for review in Student Services office, N112) or online at [www.artacademy.edu/about-aac/consumer-information.php](http://www.artacademy.edu/about-aac/consumer-information.php).

## Smoking and Vaping Policy

The Art Academy of Cincinnati maintains that students, faculty, staff, and visitors are entitled to live, study, create, and work in areas that are free of smoke, vapors, fumes, or other noxious substances. Thus, in accordance with Chapter 3794 of the Ohio Revised Code, the Art Academy of Cincinnati prohibits smoking in all facilities that it owns, leases, rents, or otherwise controls. The Ohio Revised Code defines smoking as “inhaling, exhaling, burning, or carrying any lighted cigar, cigarette, pipe, or other lighted smoking device for burning tobacco or any other plant.” The AAC further defines smoking as the activation or consumption of any substance that can be inhaled and/or exhaled, whether the substance is activated by heat, water, battery, electricity, or by any other means.

Smoking is permitted only outside and only in clearly marked areas. When smoking in such areas, completely extinguish the fire from your cigarettes and then dispose of all materials properly in the receptacles provided for that purpose. Do not leave cigarette butts or other smoking-related materials on the ground, pavement, benches, planters, or any place other than the designated receptacles. Intentionally starting a fire, whether in an approved cigarette disposal receptacle or not, constitutes arson, a felony punishable by law.

### Woodshop

All new students must complete a woodshop orientation session and pass a test that demonstrates competency regarding safe and proper use of the equipment before they may use the woodshop. The woodshop and all power equipment are to be used under direct supervision by the course faculty, the Woodshop Manager, or the Woodshop Monitor. Lockout procedures are in place to prevent unmonitored use of power tools. Work areas should be cleaned after use. Woodshop hours are posted outside the door of the shop.

## Campus Security

Allied Universal Security Service officers monitor the 1212 Jackson Street building 24 hours daily, 7 days per week. Security officers are on site for the safety of students, faculty, and staff. Students are encouraged to call Security Services at 513-562-6279 or 513-616-4802 in the event of an urgent security concern. Security officers monitor the external and internal cameras and watch for solicitors and other unwanted persons near the campus. Security officers will ask unwanted persons to leave the premises, and they will call authorities if necessary. In instances of emergency, the Emergency Procedures listed above shall be followed.

### Student ID and Security Cards

During New Student Orientation, students will be issued photo identification cards, which function as security passes to access the main building and the residence hall (for students who are campus residents.) If a student loses their/his/her security pass, a replacement card may be obtained card for a fee of \$15.00. Current students and those students registered for subsequent semesters may retain their security passes. Students not registered for classes and students who have graduated must return their security passes to the Director of Student Services or to Allied Universal Security Service. All students and employees must show their Art Academy ID when requested by security personnel.

### Visitors to Main Campus

Art Academy students must accompany their visitors at all times and are responsible for the actions and behavior of their guests. Visitors must sign in at the Art Academy Security Desk and wear a visitor lanyard issued to them by the security officer on duty. If a student anticipates having a visitor on campus after business hours, they/he/she must list the visitor's name with Allied Universal Security Service at the Security Desk between 8:00 a.m. and 4:00 pm on weekdays only. This policy applies to visitors expected after 5:00 pm on any weekday or at any time during the weekend. Only visitors on the list will be permitted to enter the building after hours. The policy for visitors to the Residence Hall has additional restrictions, as given above.

## Student Grievances and Complaints

The Art Academy of Cincinnati (AAC) treats all complaints with equal seriousness and potential for productive change. In the evaluation of the processes and results associated with a student complaint, the AAC will consider to what extent the factors related to the complaint might hinder the institution's ability to achieve its mission, execute its vision, or live up to its core values. In the event that any of these hindrances are determined to exist, the Director of Student Services, a Conduct Officer, and/or Conduct Review Panel will make recommendations to appropriate campus constituencies for review of policy and/or personnel.

Any student who has a serious concern or complaint should first present their concern to the Director of Student Services. Complaints that are academic in nature, including complaints about faculty members may also be brought to the Department Chair who supervises the course and/or faculty member in question. If the complaint is regarding the Director of Student Services or a Department Chair, the complaint should be brought to the Vice President for Academic Affairs.

Note: If the complaint is of sexual misconduct, students should contact the Director of Student Services, who serves as the AAC's Title IX Coordinator, unless the sexual misconduct complaint is regarding the Director of Student Services, in which case the student should notify the Vice President for Academic Affairs. The Title IX Coordinator will initiate an investigation that will follow the AAC Conduct Policies and Procedures and all applicable federal laws and processes according to Title IX.

The AAC recognizes that most student complaints will first be presented informally to the Director of Student Services, relevant Department Chair, and/or the Vice President for Academic Affairs. At this time, the student will be advised as to whether or not the issue is considered to warrant a formal complaint to be filed based on the judgment of the complaint recipient.

Typically, the AAC will recommend informal complaints when the matter is not severe in nature and can reasonably be resolved with mediated conversation between relevant parties. In cases where the complaint is severe in nature, students will be encouraged to file a formal complaint. If the AAC recommends an informal complaint but the student prefers to move forward with filing a formal complaint, they may choose to do so. In addition, the AAC reserves the right to initiate a formal complaint based on a student's informal complaint.

Students who bring legitimate concerns to the attention of Art Academy faculty or administrators should not fear retaliation. If students perceive that retaliation has occurred, they should report this immediately to the Director of Student Services or the Vice President for Academic Affairs.

Formal complaints must be submitted in writing and clearly define the following components: a complainant, an accused party or parties, and a succinct and complete record of grievances. The date of complaint and signature(s) of the complainant(s) must appear on the document in order to be treated as a formal complaint. Once a formal complaint has been received, the Director of Student Services will determine appropriate proceeding action and consultation, including bringing the complaint to a supervisor, or designating a Conduct Officer/Conduct Review Panel.

## Student Conduct Policies

The Art Academy of Cincinnati has established standards of student conduct and determined procedures for enforcing these standards, as well as for determining results of student grievances and complaints.

The Code of Student Conduct, hereinafter referred to as the Code, is established to foster and protect the Art Academy's mission, vision and educational goals; to foster the scholarly, artistic, and civic development of our students in a safe and secure learning environment; and to protect the people, facilities, and environments that support the AAC's students, staff, faculty, and visitors.

Student conduct that adversely affects the AAC community may be cause for disciplinary action. Alleged violations of the Code and/or infractions of applicable federal, state, and/or local laws will initiate the disciplinary process. Such conduct undermines trust, arouses fear and suspicion, and restricts freedom of access to the AAC's resources. Therefore, such conduct will not be tolerated.

In addition to being bound by the Code, students are subject to municipal, state, and federal laws while enrolled at the Art Academy. Violations of applicable laws may also constitute violations of the Code, and in such instances, the Art Academy may proceed with its own disciplinary processes under the policy independently of any criminal proceeding involving the same conduct and may impose sanctions for violation of the Code even if such criminal proceeding is not yet resolved or is resolved in the student's favor. Any student found responsible for misconduct is subject to appropriate disciplinary sanctions.

Student conduct policies and procedures are substantially secondary to the use of example, guidance, advising, mentoring, and admonition in the development of responsible student conduct. When these preferred means fail to prevent, resolve, or deter problems of student conduct, procedural safeguards allow for the imposition of appropriate sanctions designed to aid in students' moral and ethical development, while protecting students from undue imposition of serious penalties.

### Relevant Definitions:

**Absolved:** A result of the conduct process in which the accused is held blameless and is not deemed to be in violation of the Code.

**Appeal:** The accused person's right to have their case reviewed by the President in order to determine the fairness of the decision.

**Bullying:** Includes physical, verbal (oral or written), electronically transmitted (cyber or high-tech), and psychological abuse of another person.

**Conduct Officer:** Referring to an individual Conduct Officer or the Conduct Review Panel.

**Discrimination:** Consists of conduct of any type (e.g., oral, written, graphic, or physical) directed against a person (or group of persons) because of their race, color, national origin, religion, creed, age, disability, marital or familial status, sexual orientation, veteran or military status, gender identity, or any protected characteristic, which is sufficiently severe, persistent, or pervasive as to limit or deny a student's ability to participate in or benefit from an educational program or an employee's ability to perform or participate in a work environment.

**Disruption:** The act of interrupting or impeding the academic and/or social environment of the Art Academy, including, but not limited to, violations of any written policies or procedures approved by the Art Academy.

**Harassment:** An unwelcome interaction that creates an intimidating, hostile, or demeaning work, living, and/or educational environment

**Preponderance of the Evidence:** A standard of proof utilized in accordance with the Art Academy of Cincinnati's conduct and grievance processes. The Preponderance of the Evidence standard requires a 51% likelihood that the alleged violation occurred. If this standard of proof is not met, the accused will be absolved of the charge(s).

**Sanction:** An outcome imposed for the violation of the Code. Generally, sanctions are educational in nature and are intended to modify the accused person's behavior as well as build an awareness of personal responsibility and community standards.

**Student Advocate:** Any person the accused would like to accompany him or her during a conduct hearing. The advocate is not permitted to speak on the student's behalf, but may provide moral support and individual counsel.

## Code of Student Conduct

AAC policies referenced in the Code of Student Conduct, such as the Residence Life License Agreement, the Student Studio Space and Rules Contract, etc., can be obtained from the Director of Student Services. All applicable conduct standards in the Code of Student Conduct will hereafter be referred to as "the Code." The violation or attempted violation of any of the acts outlined in the Code will be considered violations of accepted conduct. In the enforcement of the Art Academy policies, all accused persons will, at a minimum, have the right to receive notice of the alleged violation(s) and the time, date, and location of the opportunity to respond to the alleged violation(s). A student shall be responsible for their conduct from the time of application for admission through the awarding of a degree.

Misconduct is defined by the Art Academy of Cincinnati as:

1. Violation of the Art Academy Housing Agreement, for residents, visitors, and guests in Art Academy Housing.
2. Violation of the Student Studio Agreement.
3. Violation of any written Art Academy Policy.
4. Violation of applicable local, state, or federal law.
5. Sexual Misconduct\*: Actions that fall under the category of sexual misconduct include sexual assault; unwelcomed sexual advances; coercion for sexual favors; non-consensual sexual touching or contact; domestic or dating violence; stalking; actions committed through exploitation of another's mental or physical condition, for example, impairment due to alcohol or drugs, of which the assailant was aware or should have been aware; sexual harassment; sex-based or gender-based discrimination; or any other sexual activity without the consent of both of the parties.
6. Dishonesty: cheating, plagiarizing, furnishing false information to the Art Academy, forgery, or the use of Art Academy documents or identification to defraud.
7. Disruption of teaching, administration, or any authorized Art Academy function.
8. Behavior that injures or endangers the safety, health, or well-being of another person. This may include: threats or implied threats of physical harm; actions or statements that demean, degrade, or disgrace another person; attempts to inflict mental or bodily harm upon oneself or another person.

9. Possession, distribution, or sale of alcohol or alcohol containers in unauthorized locations and during any events held on campus.
10. Unlawful use, administration, possession, manufacture, distribution, or sale of illegal drugs, prescription or over-the-counter medications, drug paraphernalia, or alcoholic beverages on campus. Additionally, no product or substance may be used in a manner that is unsafe or inconsistent with the product's stated guidelines for use or consumption.
11. Attempted or actual theft, damage, or vandalism to the property of others, or to Art Academy property or property under the control of the Art Academy.
12. Unauthorized entry into college facilities or unauthorized use of Art Academy property or the property of others. This includes unsupervised use of power tools and removal of any Art Academy property from campus.
13. Failure to comply with directions of officials of the Art Academy of Cincinnati acting in the performance of their duties and/or failure to identify oneself to these persons when requested to do so.
14. Misuse of Art Academy computers and computer services such as the Internet in an illegal manner. This includes the use of email, social media, or other forms of electronic communication in a manner that is threatening, malicious, or invasive of another individual's privacy.
15. Possession of any firearms, weapons, fireworks, explosives, ammunition, or abuse of flammable substances on Art Academy property or replicas of such items that may reasonably be mistaken for any items listed above. The Art Academy does not allow use of open flame on the premises, including but not limited to candles, incense, cigarettes, or cigars.
16. False report of an emergency, including tampering with fire safety equipment and causing, making, or circulating a false report or warning of fire, explosion, crime, or other catastrophe.
17. Use of spray paint, aerosols, or resins outside of a spray-booth.
18. Gambling for money or other items of value.
19. Any and all hostile, threatening, or intimidating behavior that by its very nature would be interpreted by a reasonable person to threaten or endanger the health, safety, or well-being of any person is contradictory to the Art Academy of Cincinnati's Core Values and therefore not acceptable. Examples of such behavior may include, but are not limited to:
  - a. An act(s) that alarms or seriously disrupts another person's ability to participate in any aspect of AAC life; or

- b. Communicating verbally either directly or indirectly through another party, by telephone, regular or electronic mail, voice mail, or any verbal, mechanical, electronic, or written communication in a manner likely to cause or which causes injury, distress, or emotional or physical discomfort.
- c. Any form of harassment, including sexual harassment or harassment based on perceived or actual identities.
- 20. Bias-Related Incidents: Any violation of the Code motivated by a consideration of race, sex, gender identity, color, religion, ancestry, national origin, age, disability, veteran status, or sexual orientation may subject the student to the imposition of a sanction more severe than would be imposed in the absence of such motivation.
- 21. Violating the terms of any disciplinary sanction.
- 22. Failure to exercise reasonable care toward any person(s) or their property.
- 23. Attempting to commit and/or complicity in any prohibited act(s) of the Code of Student Conduct.
- 24. Invasion of Privacy: The recording, filming, photographing, viewing, transmitting, or producing the image or voice of another person without their knowledge and expressed consent while in an environment that is considered private or where there is an expectation of privacy are actions that are strictly prohibited. In such circumstances, the use of undisclosed and/or hidden recording devices is prohibited, as is the storing, transmission and/ or distribution of any such recordings. This policy does not pertain to the recording of public events or discussions, or recordings made for law enforcement purposes.

\*Issues related to sexual misconduct will be handled and investigated according to the specific policies and procedures outlined in "Sexual Misconduct Policies and Procedures."

## Sexual Misconduct Policies and Procedures

The Art Academy of Cincinnati strictly prohibits sexual misconduct of any kind and follows all applicable rules and guidelines outlined by federal Title IX legislation and guidance from the Departments of Education and Justice. Below, policies and procedures related to complaints and grievances that are sex-based or gender-based in nature are outlined. Additional information about the AAC's policies about sex and gender equality may be found in the supplemental information booklet, Understanding Title IX, the Violence Against Women Act, and the Clery Act at the Art Academy of Cincinnati.

Since Fall 2018, the AAC has required that all students and employees complete sexual misconduct and Title IX compliance training via online training modules. This training is coordinated by the Title IX Coordinator/Director of Student Services. Students are trained on definitions related to sexual misconduct, ways to recognize it, and strategies for preventing it. Employees are trained on the same, in addition to training on their reporting responsibilities.

The AAC's Title IX Coordinator is responsible for overseeing AAC's compliance with Title IX legislation and guidance, and is the primary avenue of reporting for any Title IX-related concerns or incidents.

The AAC's Title IX Coordinator, at the time of this report, is:

Kelsey Nihiser, Director of Student Services

N112

kelsey.nihiser@artacademy.edu

513-562-6273

### What is Sexual Misconduct?

Actions that fall under the category of sexual misconduct include sexual assault; unwelcomed sexual advances; coercion for sexual favors; non-consensual sexual touching or contact; domestic or dating violence; stalking; actions committed through exploitation of another's mental or physical condition, for example, impairment due to alcohol or drugs, of which the assailant was aware or should have been aware; sexual harassment; gender-based discrimination; or any other sexual activity done without the consent of both of the parties.

Sexual assault involves sexual conduct with a party whose ability to resist or to consent is substantially impaired due to an administered substance or a mental or physical condition, or when the act is compelled through force, threat of force, or quid pro quo. Domestic violence is defined as knowingly causing, attempting, or threatening to cause physical harm to a member of a family or household. Dating violence refers to violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. Stalking means engaging in action directed at a specific person that would cause a reasonable person to fear for their safety or the safety of others, or suffer substantial emotional distress. See US Code 42, CH. 136, Sec. 13925 and Ohio Revised Code Title 29, Ch. 2907.01 and 2919.25 for legal definitions of these terms.

Sexual harassment, a form of sexual misconduct, includes unwelcomed verbal, visual, and/or physical sexual behavior that is severe, persistent, or pervasive and that occurs under the following circumstances:

- When submission to such conduct is made an explicit or implicit term or condition of employment, enrollment, status, or service;
- When submission or rejection of such conduct by an individual is used as a basis for a decision affecting such an individual; or
- When such conduct has the purpose or the effect of substantially interfering with an individual's work or academic performance or creating an intimidating, hostile, or offensive environment.

## Requirement of Consent

Consent for sexual contact must be unambiguously obtained prior to any sexual activity, including the escalation of any ongoing sexual activity. Consent for sexual contact requires a deliberate avowal characterized by an active state that is informed, knowing, and voluntary. Silence, in and of itself, does not constitute consent and cannot be interpreted as such. Additionally, the consumption of alcohol by any involved individuals is never a justification for, nor an excuse for, sexual misconduct.

## Evidence Collection

Victims of sexual violence can have evidence collected up to 96 hours after a sexual assault. All Cincinnati-area hospital emergency departments can provide evidence collection and can request that a survivor advocate be available for the victim.

The collection of evidence does not require the victim to file a report or press charges. It does, however, secure any evidence in the event that the victim would consider filing or pressing charges in the future.

Emergency room personnel is required to call law enforcement to file a report in cases of sexual assault. However, the victim has the option to remain completely anonymous or to decline to speak with law enforcement officials at all.

Victims should be aware that brushing teeth, bathroom-related wiping, showering, shampooing, laundering, shaving, smoking, drinking, and/or eating can contaminate, undermine, or even remove evidence. It is recommended that the victim present for evidence collection any article of clothing or other personal effect that had been present during the assault, as such articles may retain retrievable evidence.

Victims have the option to file a report with the Cincinnati Police Department. This could lead to a criminal investigation and legal proceedings. Victims can file a report while at the Emergency Room or later. The statute of limitations for filing reports of rape is 20 years.

## Resources and Options for Victims of Sexual Violence

There are numerous on-campus and off-campus resources available for those who have been victimized by sexual misconduct or violence.

On-campus resources include sessions with the AAC's Mental Health Counselor. If in need of assistance arranging a session, students can speak with the Director of Student Services.

Students should also consult Security staff with any immediate safety concerns. An Order of No-Contact can be requested through the Director of Student Services. This order is not legally enforceable outside the scope of the AAC, non-compliance with the order, if granted, constitutes a violation of the Code of Student Conduct, thus subjecting the non-compliant party to campus disciplinary action.

There are also professional resources available in the community. Victims can contact Women Helping Women, an organization that provides services to both male and female victims of sexual assault.

Women Helping Women is located at 215 E. 9th St. Floor 7, Cincinnati, OH 45202 and can be reached at 513-381-5610 or through the website: [www.womenhelpingwomen.org](http://www.womenhelpingwomen.org).

The Ohio Crime Victim Justice Center is a non-profit organization that provides low-cost to no-cost legal representation to crime victims, including sexual assault. Victims can be provided with competent legal representation at a cost appropriate to their financial ability, including as little as zero cost. Students can contact them directly at 4824 Socialville-Foster Rd., Suite #110, Mason, OH 45040 or at 614-848-8500.

Those concerned about specific individuals who may pose a threat to their safety may request a protection order through the Hamilton County Clerk of Courts, which establishes legal restrictions on the ability of the individual to be in close proximity to the complainant.