Culinary Institute

At The Culinary Institute of America, ensuring a safe campus for students, faculty, staff, and visitors is paramount. While safety officers maintain a 24-hour presence at our residential campuses, the entire CIA community fosters v v À] Œ } v u v š Á Z Œ À Œ Ç } v v (o • µ Œ X u ‰ µ • • (š Ç] • À Œ Ç } continue to make the CIA a wonderful place to work, live, and learn.

The Culinary Institute of America has four locations: the New York campus in Hyde Park, the California campus in St. Helena, the Texas campus in San Antonio, and the CIA Singapore. Except where noted otherwise, the information in this report pertains to the three U.S. campuses.

While many campus buildings and facilities Œ • •] o š } o o µ Œ] v P š Z hours, the exterior doors of most residence halls are controlled by an electronic card access system and remain locked at all times. The townhouses on the north end of campus use a key entry system.

The Facilities Department periodically inspects all exterior doors on campus to ensure their locking mechanisms are working correctly. Safety officers on patrol routinely check and report any deficiencies with locks. In case of a campus emergency, Campus Safety has the ability to remotely lock down any door with card access capability.

While many campus buildings and facilities Œ • •] o š } o o µ Œ] v P š Z hours, the exterior doors of the residence halls are controlled by an electronic card access system f 1 0 0 61/17.09 375 o 111 access syste

CIA buildings require authorized access key card entry at all times, except during special events. Student ID access cards, issued on day one of classes, provide access to CIA buildings during prescheduled authorized access time periods.

The CIA San Antonio campus is located in the Pearl District on the grounds of the former brewery. Emergency services are provided by dialing 911; the CIA San Antonio does not employ its own security personnel. The San Antonio Police Department and the Bexar County ^ Z Œ] (([• ‰ Œ š u v š Z À the San Antonio, TX] } v } À campus. The college has a memorandum of understanding with the San Antonio Police Department regarding reporting and investigating crimes on campus. The Pearl Brewery complex employs its own security force that patrols the entire site.

The Singapore campus does not employ security personnel or conduct patrols. Crimes can be reported to the Singaporean Police Department by dialing 999.

The college utilizes Everbridge for its mass notification needs. All faculty, staff, and students have Everbridge accounts and are encouraged to register š Z] Œ ‰ Œ • } v o ^ ‰ š Z • _ they should be notified Ç Á Z] Z during an emergency), such as text message, phone, and email. Additionally, opt-in contact information can be provided via the Everbridge Emergency Notifications link on CIA Main Menu (ciamainmenu.culinary.edu), the faculty/staff, and st00912 0 e[(s912 0q0a5W* nBT/F1 11.04 Tf(es)th)12(at)] TJETQq0.00000912 792 T.39 1.04 Tf1 0 0 1 236.

Mass notification system

The Campus Safety Department members

- the process used to confirm that there is a significant emergency or dangerous situation,
- the content of the notification, and
- the specific notification system to be used.

The decision to issue and the actual issuance of a timely warning are done by the director of campus safety in consultation with one or more of the following individuals:

:

- Vice President v Finance and Administration
- Provost
- Chief of Staff
- Vice President and Dean v Student Affairs
- Associate Dean v Residence Life and Student Conduct
- Title IX Coordinator

:

- Managing Director California Campuses
- Vice President v Strategic Initiatives and Branch Campuses
- General Manager v Greystone
- Associate Dean v Degree Programs
- Manager v Campus Safety and Services

:

- Managing Director
- Vice President v Strategic Initiatives and Branch Campuses
- Associate Dean v Degree Programs

Content of a Timely Warning

A timely warning will provide the appropriate campus community with information

Issuing a Timely Warning

If the director of campus safety determines that a Clery Act crime has been committed and constitutes a serious or continuing threat to the CIA community, a timely warning will be issued.

The CIA may use one or more of the following modes of notification to issue the timely warning:

- { Siren alert system v consists of outdoor and indoor speakers that produce a loud alert signal followed by a pre-scripted or live voice message
- { Email messages
- { Emergency notification system (Everbridge) v a third-party-hosted vendor system used to notify the CIA community of an emergency on a U.S. domestic campus using text, email, and voice notification. Students are automatically entered into the system through their CIA account. Opt-in information is provided to each employee and student to add additional means for notification (e.g., phone, text, email, the mobile app)
- { Flyers and posters v

d ho sts de message

The managing director of the CIA Singapore

Escort program v Escort provided upon request by Pearl Security for persons walking on campus, particularly after dark.
Closed-circuit cameras v Located in strategic areas.
Crime prevention tips v Outlined in the Student Handbook and posted online.
Student success alcohol abuse prevention v Training required for all students.

At student orientation for all incoming freshmen, Campus Safety, Residence Life, and other administrators offer crime prevention presentations dealing with personal and fire safety. Students are instructed on how to report incidents and crimes. In addition, fire safety and evacuation are discussed.

This proactive education is ongoing. Throughout the academic year, other presentations and campus-wide programs are offered on topics such as rape and acquaintance rape, avoiding and responding to sexual offenses, and sexual harassment. Please reference the Harassment, Sexual Misconduct, and Discrimination Policy statements beginning on page 17 for details on student and employee sexual assault prevention and related training.

During employee orientation, the following safety topics are presented:

- Preventing and reporting accidents and injuries
- Reporting hazards and emergencies
- Fire safety
- Emergency evacuations

To promote safety and security at The Culinary Institute of America, and in accordance with the requirements of the Clery Act, the college:

- Each year, the college submits crime statistics for reported Clery Act crimes that occur:
  - on campus,
  - on public property within or immediately adjacent to the campus, and
  - in or on non-campus buildings or property that the CIA owns or controls.

  The crimes are categorized by type, location, and year. Crime data is collected and reported the same as is done for the annual security report and is maintained by the director of campus safety.

- The annual report contains safety-, security-, and fire-related policy statements and statistics of Clery Act crimes occurring on college property, adjacent public property, and non-college property owned or controlled by the college for the preceding three years. The report is based on the calendar year. To prepare this report, Campus Safety at the Hyde Park, NY campus collects statistical information from incidents that have been reported to Campus Safety, Campus Security Authorities (see page 69), and local law enforcement agencies having jurisdiction on each respective campus. In addition, information on disciplinary referrals for liquor law, drug law, and weapons possession violations is gathered in conjunction with Student Affairs, which is responsible for student discipline.

  A copy of the report is available on October 1 each year. The report is distributed annually to all students and employees through the faculty/staff and student portals. It is also available at www.ciachef.edu/safety-and-security and the Department of Education website at http://ope.ed.gov/security. Hard copies of the report can be requested at Campus Safety, 1946 Campus Drive, Hyde Park, NY 12538.

{ vA daily crime log is required for campuses that have a campus security department. This is a log of crimes that are reported to Campus Safety and is available for public viewing. It includes the date the crime was reported, the date and time it occurred, the nature of the crime, the general location of the crime, and the disposition of the incident if known.

for confidentiality within the limits of applicable laws. Otherwise, the CIA does not have any institutional policies or procedures that ensure a victim or witness can voluntarily and confidentially

Reports of sexual assault, domestic violence, dating violence, and stalking are handled pursuant to this policy. Relevant sections of the policy are incorporated below.

This Policy is intended to provide a comprehensive statement of rules, guidance, procedures, resources, training requirements, roles and responsibilities for The Culinary Institute of America (CIA) Community on the subjects of Harassment, Sexual Misconduct and Discrimination. It is designed to comply with the complex framework defined by federal and state laws and rules, and in the event of a disagreement between the law and this Policy, the law shall govern.

v

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1946 Campus Drive

Hyde Park, NY 12538

Office: Roth Hall, Room S324
Telephone: 845-905-4369

E-mail: Danielle.Glendenning@culinary.edu

The Dean of Academic Engagement & Administration is designated as the CIA Section 504 Coordinator, who is responsible for coordinating compliance under Section 504 of the Rehabilitation Act of 1973. This law prohibits discrimination based upon disability and requires the CIA to ensure that Students are not excluded from participation in or denied the benefits of any program or activity of the CIA based on disability. Disability-related } u ‰ o] v š • v • • }] š Œ ‹ µ • š • (} Œ } u u } š] } v Œ P } À Œ v Ç š Z Act/Section 504 Compliance Policy (CMP-023). Any individual who believes they may have been discriminated against in an educational program, activity, or employment situation on the basis of a2( )-92 rement s3ussC rect0 61[6ct

President

Coordinator to oversee the appeals process as outlined in this Policy.

The days of operation for the CIA: i.e., Monday t Friday, where classes are in session and/or administrative offices are open, except for the designated summer break and winter holiday break when campuses are closed to the public.

The Employees, Students, Nonemployee Workers and Third Parties at all CIA campuses. See alsoThird Parties.

When someone is compelled, through force, intimidation, or severe emotional manipulation, to act out of character or without regard for their own individual desire or volition. Coercive behavior differs from seductive behavior based on the type of pressure someone uses to get Consent from another. When someone makes it clear that they do not want sex, want to stop, or do not want to go past a certain point of sexual interaction, continued pressure beyond that point can be considered coercive.

Any Employee (Faculty or Staff), Non-employee Worker, Student, or Third Party who is an alleged victim files a formal report or statement alleging conduct that is prohibited by thisPolicy.

A statement including one or more allegations of Prohibited Conduct under this Policy.

Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting ‰ CEsaţ[ment and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

Intentionally or inadvertently treating individuals or groups less favorably because of their protected characteristic(s) as listed in the Policy Statement. Discrimination may occur when an individual acts in a prejudiced or biased manner (including racist or prejudiced comments) in the conduct of their day-to-day CIA activities, such as attending class or working.

{

> Behavior including any sexual intercourse, however slight, with any object or body part by a person against another person that is without Affirmative Consent and/or by force. Examples include, but are not limited to:

- Vaginal penetration by a penis, object, tongue or finger;
- Anal penetration by a penis, object, tongue or finger; and
- Oral copulation (mouth-to-genital contact or genital-to-mouth contact).

When an individual takes non-consensual or abusive sexual advantage of another for their own advantage or benefit, or to benefit or advantage anyone other than the one being exploited, and the behavior does not otherwise constitute another Sexual Misconduct offense. Examples include, but are not limited to:

- Invasion of sexual privacy;
- Prostituting another person;
- Non-consensual taking and/or distributing photography, video, or audiotaping of sexual activity;
- Allowing others to observe sexual activities without Consent;
- Engaging in voyeurism;
- Knowingly transmitting a sexually transmitted infection or human immunodeficiency virus (HIV) to another person;
- Æ ‰ } •] v P } v [• P -consensual circumstances; and
- Inducing another to expose their genitals.

The following conduct constitutes Title IX Sexual Harassment when it occurs in the United States in an education program or activity of the CIA:

- an employee of the CIA conditioning the provision of an aid, benefit, or service of the CIA on an] v] À] µ o [•

explaining the basis for their concern.

- Regarding the Investigator or the Hearing Officer, to the Title IX and Age Discrimination Act

3.a.

Although the CIA will protect the privacy of persons involved in an investigation to the greatest extent possible, once a Complaint

The telephone hotline and electronic hotline reporting options should not be used in case of an emergency because they cannot provide an immediate response in real time

4.a. By Telephone Hotline

:

Call the Telephone Hotline at (845) 905-4477 at any time and leave a message in the confidential voicemail box. Such messages are relayed electronically to appropriate individuals within the CIA for follow-up. This channel includes an anonymous option (without identifying the Reporter • U µ š š Z / [•] o] š Ç š } u investigate and pursue disciplinary action may be limited as a result.

4.b. By Web-based Hotline Submission

- Internal (within the CIA) option: choose the appropriate feature from the menu at Ttile IX additional resources; or
- Public option: Go to https://www.ciachef.edu/uploadedFiles/Pages/CIA_Policies/harassment-policy.pdf and follow the prompts to make a Complaint. Reports received by these means are relayed electronically

or jurisdictional definition of Sexual Harassment Prohibited by Title IX and the complaint is dismissed from this d] š o / y ‰ Œ } µ Œ U š Z o o P š] } v • u Ç] v À • š] P š Prohibited] š µ Conduct K š Z Œ š Z v d] š o / y ^ Æ µ or set forth below. In cases where allegations involving the same parties may constitute Sexual Harassment Prohibited by Title IX and other types of Prohibited Conduct, the CIA, at its discretion, may investigate and/or adjudicate those matters together under this procedure or separately with the non-Title IX Prohibited Conduct addressed under the procedure for other types of Prohibited Conduct.

•µ u]••]}v šZ š }vš]v• šZphysical or digital signature, or otherwise indicates that the Complainant is the person filing the Formal Complaint. The Formal Complaint instead may be signed by the / [• d]šo /y }}Œ]v š}ŒU µš]v šZ š • U šZ and dor otherwise a party to the complaint.

To file a Formal Complaint, a complainant must allege sexual harassment against an alleged harasser and request that the CIA investigate the allegation(s). At the time of filing a Formal Complaint, a Complainant must be participating in or attempting to participate in the education program or activity of the CIA, including as an employee. The Formal Complaint should state the name of the alleged harasser (if known) and describe with reasonable specificity the incident(s) of alleged harassment, including the date and place of such incident(s). dZ }u‰o]vš uµ•š]v šZ }u‰o]v vš[• }Áv Á}Œ •U v u Çv}š µ members, advisors, or attorneys. Attached to the complaint should be a list of any sources of information (for example, witnesses, correspondence, records, and the like) that the Complainant believes may be relevant to the investigation. A complaint should not be delayed if such sources of information are unknown or unavailable.

The Title IX Coordinator may determine a Formal Complaint is necessary even if the complainant chooses not to file the complaint, in which case the CIA will inform the Complainant of this decision in writing, and the Complainant need not participate in the process further but will receive all notices issued pursuant to these procedures. The factors considered when determining whether the Title IX Coordinator will file a Formal Complaint without the cooperation of the Complainant may be found in Appendix I: "Requests by Student }u‰o]v vš• E}š š} /vÀ •š]P š }Œ d l]•]‰o]v ŒÇ š]}v]v • •

4.a. Mandatory Dismissal

The Title IX Coordinator or his designee will review the Formal Complaint to determine whether the jurisdiction is appropriate under the Title IX procedure. In so doing, the Title IX Coordinator will assess whether:

- The conduct is alleged to have occurred in the United States;
- dZ }vµš]• oo P š} Z À } µŒŒ]vš Z /and µ š]}v ‰Œ}
- If proven, the alleged conduct would constitute Sexual Harassment Prohibited by Title IX as defined by the Department of Education.

If all of the elements are met, the CIA will investigate the allegations in accordance with the Title IX procedure. If all of the elements are not met, then the Title IX Coordinator must issue a Notice of Dismissal from the Title

IX procedure. The Notice of Dismissal will be sent to the Complainant(s) and Respondent(s) either

The Title IX Coordinator will draft and provide the Notice of Allegations to the Complainant(s) and

In certain circumstances, it may be possible for a Formal Complaint to be resolved through informal resolution. The CIA offers a mediated resolution option for parties, in which the Title IX Coordinator will appoint a mediator, who will

to be fair and impartial, the concerned party should submit a letter explaining the basis for their concern.

- Regarding the Investigator or the Hearing Officer

- Give both parties the opportunity to identify witnesses and provide relevant documentary and physical evidence. (This may include, but is not limited to, texts, emails, photos, social media posts, voicemail messages, etc.)
- The Investigator will contact witnesses who may have relevant information and engage in good faith efforts to meet with the witnesses. If a witness is not

11.b. Investigative Report

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Prior to taking any disciplinary action with respect to Title IX Sexual Harassment, the CIA will hold a live hearing. The parties cannot waive the right to a live hearing. The live hearing may be conducted with all parties physically present in the • u ‰ Z Ç •] o o } š] } v U } Œ U š š Z d] š o / y } } Œ] v š } Œ | witnesses, and/or other participants may appear at the live hearing virtually through a remote conferencing platform. This technology will enable participants simultaneously to see and hear each other. In the event of š Z v } o } P] o] (( ] µ o š] • } o š • o] , the CIA may delay or adjourn a hearing. Any party who wishes to participate remotely may submit such a request to the Title IX Coordinator with an explanation for the request.

The CIA may determine that multiple sessions or a continuance (i.e. a pause on the continuation of the hearing until a later date or time) is needed to complete a hearing. If so, the CIA will notify all participants and endeavor

- After the Hearing Officer

- Neither the Title IX Coordinator, the Investigator, nor any ‰ Œ šdvisor[can serve as the Hearing Officer.

12.e. Advisor of choice

- The parties have the right to select an advisor of their choice, who may be, but does not have to be, an attorney.
- The parties are not permitted to conduct cross-examination; it must be conducted by the advisor. As a result, if a party does not select an advisor, the institution will select an advisor to serve in this role for the limited purpose of conducting the cross-examination at no fee or charge to the party.
- The advisor is not prohibited from having a conflict of interest or bias in favor of or against complainants or respondents generally, or in favor or against the parties to the particular case.
- The advisor is not prohibited from being a witness in the matter.
- If a party does not attend the live hearing, the ‰ Œ šdQ[may appear and conduct cross-examination on their behalf.
- If neither a party nor their advisor appear at the hearing, the CIA will provide an advisor to appear on behalf of the non-appearing party.

12.f. Live Cross-Examination

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12.g. Review of Hearing Recording

The recording of the

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be accorded less weight than testimony regarding direct knowledge of specific facts that occurred.

12.h.4 Contents of Hearing Determination

In cases of Sexual Assault, Domestic Violence, Dating Violence or Stalking, if neither party submits a written appeal within five (5) Business Days of receipt of the , Œ] v P K (decision, the Title IX Coordinator, as appropriate, will provide the parties with written notification that the , Œ] v P K (decision is final. In cases involving all other kinds of alleged Title IX Sexual Harassment, the decision will be deemed final upon expiration of the period of time to appeal and no written notice will be provided.

1.a. Informal Resolution Process

In certain circumstances, when it is acceptable to both parties, it may be possible for a Complainant to resolve

- Submit a formal Complaint using any of the reporting channels outlined above including: the } u ‰ o] v v š [• v contact information; a description of the alleged incident(s) or behavior, who specifically was involved, when and where it occurred, and the desired remedy sought. As much detail as possible should be provided regarding the alleged incident (who, what, when, where, why, and how).
- Provide, if possible, any supporting documentation and evidence of the allegations that are immediately available. These items should be referenced within the body of the formal Complaint.
- Submit any additional supporting materials as quickly as is possible.

If the Complainant reports the incident orally (by speaking) rather than in writing, the Title IX and Age Discrimination Act Coordinator or the 504 Coordinator, as appropriate, or designee, shall prepare a written statement outlining the alleged incident and the nature of the Prohibited Conduct, which shall form the basis of the Complaint and subsequent investigation. The Complainant will be asked to review and sign the written statement.

1.c. Interim Protective Measures

After reviewing the Complaint, the Title IX Coordinator and Age Discrimination Act Coordinator, 504 Coordinator, or the lead Investigator in consultation with the Title IX Coordinator, may take interim protective measures to protect the safety and well-being of the individuals involved and the CIA Community.

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- An order directing the parties not to contact one another;
- Changes in housing accommodations;
- Temporary loss of housing privileges;
- Changes in academic schedule or other academic accommodations;
- Changes in CIA work schedule, location or reporting line;
- Changes in transportation arrangements;
- Campus restrictions;
- An escort; and/or
- Interim suspension.

These actions may be instituted at any point during the investigative process. Complainants and Respondents are encouraged to request interim protective measures when needed.

The CIA may place a non-student employee respondent on administrative leave without pay during this Grievance Process, subject to the terms and conditions of any applicable Collective Bargaining Agree11 Tma6[(ap)4. 0 denti

For the purposes of this Policy, the following protocol will be applied to all Complaints of Prohibited Conduct, unless indicated otherwise herein. Elements of the protocol are organized as follows: Investigative Process; Investigative Findings; Sanctions; Hearings; and Appeals.

3.a. Investigative Process

The following process shall apply to all investigations conducted under this policy.

Upon receipt of a Complaint, the Title IX and Age Discrimination Act Coordinator or 504 Coordinator as appropriate, working with the appropriate CIA office, will open a formal case file and assign an Investigator. The Investigator will direct the investigative process and confer with the Title IX and Age Discrimination Act Coordinator and/or 504 Coordinator as appropriate on interim protective measures and/or other necessary short-term actions.

There will be no Retaliation against any individual for filing a Complaint and/or for assisting, testifying, or participating in the investigation of a Complaint.

All Complaints will be kept private and disclosed only to the extent necessary for a thorough investigation.

During the course of an investigation, certain investigative procedures may take place, which include, but are not limited to, the following:

An initial meeting with the Respondent will be held by the Title IX and Age Discrimination Act Coordinator, 504 Coordinator, or designee to inform them that a formal complaint has been filed against them and to explain the nature of the allegations.

Investigator and the Title IX and Age Discrimination Act Coordinator or 504 Coordinator as appropriate.

In their discretion, the Investigator may set behavioral guidelines for or remove a disruptive person from a meeting being held under their authority, and/or may bar such person from future meetings in the matter.

The Investigator will normally complete the investigation within sixty (60) Business Days after the investigation is commenced. The Investigator will then issue a formal report detailing the results of the investigation and recommended corrective action, if any, for consideration by the Title IX and Age Discrimination Act Coordinator or 504 Coordinator as appropriate.

The formal report, and any additional supporting documentation, is to be shared with the Title IX and Age Discrimination Act Coordinator or 504 Coordinator, as appropriate, who may share its contents with appropriate CIA administrative personnel and/or legal counsel as needed. Except in cases of Sexual Violence, as described below, the contents of the final report and supporting documentation will not be shared with the Respondent or Complainant in written format and is the sole property of the CIA.

If the Complainant or the student Respondent chooses not to cooperate in the investigation, the Investigator will still complete the investigation and prepare a formal report based solely upon the information available.
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3.b. Investigative Findings

The following procedures will be used at the conclusion of an investigation.

Within fifteen (15) Business Days of the conclusion of the investigation the Investigator will provide a final report of their findings to the Title IX and Age Discrimination Act Coordinator or 504 Coordinator, as appropriate, for review and consideration.

Within fifteen (15) Business Days of receipt of the final report, the Title IX and Age Discrimination Act

Coordinator or 504 Coordinator as appropriate will provide the Complainant and Respondent with written notice of the findings of the investigation. In cases of Sexual Violence, the parties will be provided with written notice of the date, time, location and factual allegations concerning the violation as well as the possible sanctions.

The Title IX and Age Discrimination Act Coordinator or 504 Coordinator or a designee may also hold individual meetings with the Complainant and Respondent as necessary to review the investigative findings. In cases of alleged Sexual Violence, the parties will each have an opportunity to review the investigative report but will not be provided with a copy of the report and will not be permitted to take photographs or make a copy of it.

3.c. Sanctions

If both parties accept the findings and there is found to be no violation, the matter will be closed.

If both parties accept the findings and a violation has been found to have occurred, the appropriate office (depending on the identity of the Respondent, as set forth below) will impose sanctionsill

For Students t Dean of Student Affairs

For Faculty t Academic School Dean or Branch Campus Academic Director For Academic Administrators t Vice President of Academic Affairs

For all other Employees t Department Head in consultation with Human Resources.

Nonemployee Workers who are found responsible for violating the policy will not be permitted to continue to provide services at the CIA.

Nothing herein shall prevent the Title IX Coordinator from consulting with Human Resources regarding possible sanctions in any matter involving any CIA employee.

Within twenty-} v ~ î í • µ •] v • • Ç • } (‰ Œ š Ç [• Œ i š] } v } (šiZg wi]lvbÀ • š] P š] held. The purpose of this hearing will be to provide an equitable process, respecting the civil and legal rights of all participants, for resolution. The Hearing does not include a review of any interim protective measures or proposed sanctions. The Hearing Officer will be charged only with considering the Investigator's findings in light of any additional evidence presented by the parties.

Except in cases of Sexual Violence, the Hearing Officer will meet with each party separately, and the parties will not be present at any meeting that the Hearing Officer elects to have with a witness. In cases of Sexual Violence only, the parties will have the opportunity to be present (either in person or via telephone) when the Hearing Officer questions the other party or witnesses. If the parties are not comfortable being in the same room together, appropriate arrangements will be made. At no time will a party be permitted to question another party or witness.

Through the hearing process, the parties will be provided:

- The opportunity to meet with the Hearing Officer to address the Investigator's findings and to speak and present evidence on their own behalf;
- The opportunity to be accompanied by an advisor or support person. In cases of Sexual Violence, the advisor can be an attorney; in all other cases, Employees (faculty and staff) are limited to advisors from the CIA Community;
- The opportunity to identify witnesses to the Hearing Officer who can speak about the alleged conduct at issue[5]; and
- The opportunity to raise issues and/or questions for the Hearing Officer to consider and/or to review with the Investigators, the Complainant, or other witnesses.
- The opportunity to present an impact statement.

The Hearing Officer will provide a final report to the Title IX and Age Discrimination Act Coordinator or 504 Coordinator as appropriate. This final report shall include specific findings of fact and a determination whether the Respondent violated this Policy.

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[4] Or Hearing Panel, as appropriate in California.

[5] In California Only: Prior to the hearing, the parties will have an opportunity to suggest witnesses and propose questions. During the hearing, the parties will have a further opportunity to submit additional questions based upon the testimony given by the witness at the hearing. The parties are not, however, permitted to question each other or

any other witnesses directly. The panel has the discretion to determine which witnesses to call and to revise and/or decide not to ask proposed questions. The panel will not ask any questions that it deems harassing, abusive, outside the scope of the relevant inquiry or otherwise impermissible under the policy. The panel will not hear character testimony.

If it is determined that the Respondent violated this policy, the Title IX and Age Discrimination Act Coordinator or 504 Coordinator shall refer the matter to the appropriate office (depending upon the status of the party), which will determine sanctions in consultation with the Title IX and Age Discrimination Act Coordinator, or 504 Coordinator, as appropriate.

All parties will be notified in writing within fourteen (14) Business Days of the final determination of the Hearing Officer. In cases of Sexual Harassment or Sexual Exploitation, the Complainant will also be informed of any sanctions placed upon the Respondent that directly affect the Complainant. In cases of Sexual Violence, the Complainant will be informed of all sanctions imposed upon the Respondent.

If a Respondent or Complainant does not accept the findings of the Hearing Officer, the party may request an

involving a Student in New York, the appeal will be reviewed by a panel of three (3) persons. The appeal ‰ v o [• determination need not be unanimous but, at least two of the panel members must agree on the outcome.

If the Appeals Officer determines that a procedural error occurred, they may return the original Complaint to the Hearing Officer with instructions to reconvene to remedy the error. The results of a reconvened hearing cannot be appealed.

In rare cases, where the error cannot be remedied by the original Hearing Officer (as in cases of bias), the Appeals Officer may order a new Hearing with a new Hearing Officer appointed by the Title IX and Age Discrimination Act Coordinator or 504 Coordinator as appropriate. The results of a new hearing with a new Hearing Officer can be appealed once on the grounds for appeal listed above.

The Appeals Officer may in their discretion suspend any sanctions imposed by the Hearing Officer during the pendency of the appeal and/or any new Hearing of the original Complaint.

The Appeals Officer will render a written decision on the appeal to all parties within twenty-one (21) Business Days from receipt of the request for appeal.

In cases of Sexual Violence, if neither party submits a written appeal within five (5) Business Days of receipt of š Z , Œ] v P K (( ] Œ [•] •] } v • U š Z ‰] š Z ‰ Œ š] • Á] š Z Á] š Z ‰ Œ } ‰ Œ } À] š Z ‰ Œ š] • Á] š Z Á] š Z ‰ Œ } ‰ Œ] š U Á] o o

Policy as if those attempts had been completed.

As necessary, the CIA reserves the right to initiate a Complaint, to serve as Complainant, and to initiate conduct ‰ Œ }] v P • Á] š Z } µ š š Z } u ‰ o] v v š [• & } Œ Conduct. } u ‰ o] v š } (W Œ } Z]] š

The CIA will not tolerate intentional false reporting of alleged Prohibited Conduct. It is a violation of the Student Code of Conduct or Employee Handbook to make an intentionally false report of any policy violation, and it may violate state criminal statutes and/or civil defamation laws. Sanctions for false reporting may include disciplinary action up to and including termination of employment, affiliation, or dismissal from the CIA.

The

The CIA reserves the right to take measures deemed necessary in response to a substantiated violation of this Policy in order to protect the rights and personal safety of Students, Employees, Nonemployee Workers and Third Parties. When a Student, Employee, Nonemployee Worker or Third Party is found to have violated this policy, serious sanctions may be imposed to reasonably ensure the rights and safety of the CIA Community.

Not all forms of Harassment and Discrimination will be deemed as equally serious offenses. The CIA reserves the right to impose different sanctions ranging from written warning to dismissal, depending on the severity of the offense.

6.a. Sanctions for Students

When an investigation finds that a Student did not violate this Policy, but did violate the Student Code of Conduct, the case will be adjudicated through the process outlined in the Student Code of Conduct. In these cases, a Student is subject to the disciplinary and appeal process outlined in the Student Code of Conduct.

When an investigation finds that a Student violated this Policy and the Student Code of Conduct, the sanctions outlined below will be used. Such a Student is subject to the disciplinary and appeal process outlined in this Policy for substantiated violations of this Policy. The following sanctions may be imposed upon any Student found to have violated this Policy, singly or in any combination for one or more violations.

a. Verbal Warning: A verbal warning may occasionally be given to allow a Student to correct a violation in a timely manner.
b. Written Warning: A notice in writing informing a Student that the Student is violating or has violated college regulations, and warning that repeat violations will result in more severe disciplinary sanctions.
c. Demerits: One to twelve (12) demerits may be assessed for verified violations of [the Student Code of Conduct]. A Student is subject to suspension or expulsion from the CIA for an accumulation of 12 demerits within a twelve-month period. Demerits may disqualify a Student from becoming a resident assistant, participating in the Manager-in-Training (MIT) program, living in specific residence halls, participating in intercollegiate athletics, or holding certain student offices.
d. Probation:

communication between Students: direct or indirect, written, electronic, or through a third party. NCOs are not similar to court-imposed orders of protection and do not guarantee that designated parties will avoid sightings or interactions in class, on the campus, or in the local community. In some circumstances, an NCO may restrict a Student from parts of the campus where the Student would not have to engage in required academic activi

Discrimination Act Coordinator setting forth the justification for removal. Notations of expulsion cannot be removed.

6.b.2 Texas State

If a student is ineligible to reenroll at the CIA for a reason other than an academic or financial reason, the CIA • Z o o] v o µ } v š Z r š µ v š [• transcript a notation stating that the student is ineligible to reenroll in the

I. Sexual Assault Response Team (SART)

A Sexual Assault Response Team (SART) is available at each CIA campus. SART Advisors are trained Employees who are first responders to complaints of Sexual Misconduct. They provide the Complainant with support and assistance, access to resources both on campus and off campus, as well as information about Sexual Assault,

š • Sexual Violence Œ P] v • š š Z o Á X / (v] v] À] µ o Á } µ o o] l • š u Z } v š }
‰ } o] Œ š } P } Á] š š Z Z ‰ } š Z ‰ } o] ‰ Œ š u v Œ š (š U Z (} o o } Á] v v] P À] µ š o • Z / Z o ‰ W

- x u ‰ µ • ^ (š Ç l } ^ 8] µ Œ •] š Ç
- x d] š o / y v P Ÿ] • v Œ Coordinator ‰ Œ Deputy Coordinator
- x ^ š µ v š +] Œ • u • š Œ +
- x , µ u v Z • } µ Œ ‰ Œ • v š Ÿ À •

s] Ÿ u • u Ç Œ ‰ } Œ š v] v] v š š } o Á v (} Œ u v š Œ P Œ o • • } š } Á Z š Z
š Z / X } v À Œ • Œ o ‰ Ç U Œ v Ÿ w P š ‰ š Z / } • v } š Œ ‹ µ š] Œ Complainant š } Œ ‰ } Œ š š Z] v] v
o Á v (} Œ u v š X d Z / Œ • Œ À • š Z Œ] P Z š š } Œ µ , š ‰ • } Œ š v Œ Ç o Á Œ] o u š } Œ
v } š o Œ š Á v (} Œ u š } v š] v] } v (š • Æ µ] o • } v µ Á š š Z } µ š } š u Z ‰ o] v ‰ š Œ • u] • •] } v U Æ %
Á Z Œ š Z Œ] • • Œ] } µ • v] u u u] % š µ • š Z } Œ u µ š v] š } Ç š Z Á Z v u] v } Œ] •] v À
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/ v] Ÿ } v š } š Z ‰ Œ } š Ÿ À u • µ Œ • š Z š š Z Ç u Ç o š l š U o • Á • š v] (v) Œ š u]

the Complainant, whether by Students, Employees, Nonemployee Workers or Third Parties, will not be tolerated.

Pursuant to law, the CIA cannot honor an employee or non- u ‰ o } Ç Á } Œ l Œ [• Œ investigate an v } š š } allegation of sexual misconduct in the workplace.

III. Student Amnesty from Drug, Alcohol and Other Conduct Policies

New York and California

The health and safety of every student at the CIA Community is of utmost importance. The CIA recognizes that students who have been drinking and/or using drugs (whether such use is voluntarily or involuntarily) at the time that violence, including but not limited to domestic violence, dating violence, stalking, or sexual assault, occurs may be hesitant to report such incidents due to fear of potential consequences for their own conduct. The CIA strongly encourages Students to report domestic violence, dating violence, stalking, or sexual assault to CIA officials. A Student bystander acting in good faith or a reporting Student acting in good faith who discloses any incident of domestic violence, dating violence, stalking, or sexual assault to CIA officials or law enforcement Á] o o v } š • µ i š š } š Z / [• ^ š µ v š } } (} v µ š (} Œ À] } o š] } v • } (occurring at or near the time of the domestic violence, dating violence, stalking, or sexual assault.

In addition to amnesty (forgiveness) for alcohol and drug violations, a Student who participates in good faith as a Complainant

This does not apply to students who report their own commission or assistance in the commission of sexual harassment, sexual assault, dating violence, or stalking.

IV. ParentalNotification

Generally, the CIA will not disclose a report of Sexual Violence to a ^ š µ v parent(s) without the ^ š µ v š [• permission. However, the CIA reserves the right to notify parents/guardians or other individuals indicated as emergency contacts of Students regarding any health or safety risk. The CIA also reserves the right to designate which CIA officials have a need to know about Student Conduct complaints pursuant to the Family Educational Rights and Privacy Act (FERPA).

V. Bill of Rights in Cases of Sexual

- Choose to contact } ((r u %aw enforcement and/or have campus authorities, including campus safety, assist you in contacting law enforcement;
- Receive timely written notice of all alleged violations within the Complaint, including the nature of the alleged violation and possible sanctions;
- An advisor of your choice through the investigative, adjudicative and/or appeal process;
- An outcome based solely on evidence presented during the investigative/adjudicative process. Such evidence shall be credible, relevant, based in fact, and without prejudice;
- Be notified simultaneously with the Respondent, in writing, of the outcome, including the outcome of any appeal;
- Be fully informed of the Harassment, Sexual Misconduct, and Discrimination Policy opETQq0.00000912 0 6

Respondent Statement of Rights

As an individual accused of Sexual Misconduct you have a right to:

- Privacy, including in accordance with the Family Educational Rights and Privacy Act (FERPA) (for Students }vo Ç•U •µ i š š} šZ / [• o P o } o]P š]}v š}]vÀ•š]P š U

VI.

A. Student Bill of Rights – New York State Education Law Article 129-B

Under New York State law, all Students to have the right to:

- Make a report to local law enforcement and/or state police;
- Have disclosures of Domestic Violence, Dating Violence, Stalking, and Sexual Assault treated seriously;
- Make a decision about whether or not to disclose a crime or violation and participate in the judicial or conduct process and/or criminal justice process free from pressure by the institution;
- Participate in a process that is fair, impartial, and provides adequate notice and a meaningful opportunity to be heard;
- Be treated with dignity and to receive from the institution courteous, fair and respectful health care and

VII.

New York State law protects employees, paid or unpaid interns, and non-employees, including independent contractors, and those employed by companies contracting to provide services in the workplace from sexual harassment in the workplace. Local laws may apply as well.

A perpetrator of workplace harassment can be a superior, a subordinate, a coworker or anyone in the workplace including an independent contractor, contract worker, vendor, client, visitor, or student. In addition to being prohibited by this Policy, sexual harassment is against the law, and individuals who engage in harassing behavior may be subject to personal liability in a civil lawsuit.

The CIA is committed to responding quickly and effectively to any internal report of sexual harassment and encourages Employees and Nonemployee Workers to come forward and allow us to pursue an]vš Œv o]vÀ •š]P š]}v }(šZ u šš ŒX /v]š]}v šedureš,Zan / [•]vš Œ individual may also choose to pursue legal remedies with the following governmental entities at any time.

https://dhr.ny.gov/contact-us

The Human Rights Law (HRL), codified as N.Y. Executive Law, art. 15, § 290 et seq., applies to employers in New York State with regard to sexual harassment, and protects employees, paid or unpaid interns and non-employees regardless of immigration status. A complaint alleging violation of

Complaining

If an employee believes that he/she has been discriminated against at work, he/she can file a ^ Z Œ P

Campus Safety may coordinate with Student Affairs and/or branch campus administrators in trying to locate the student through actions including, but not limited to, the following:

- x oo]vP šZ •šµ vš[• oo ‰Z}v X
- x Sending the residence director and/or Œ •] vš ••]•š vš š} šZ •šµ vš[• Œ}}uX
- x Contacting roommate(s).
- x Accessing and, if necessary, distributing šZ •šµ vš[• À Z] o]v(ŒuŒ}vš]}v š} o} o order to locate the vehicle.
- x ••]vP šZ •šµ vš[• o seeking information on last sighting or other contact information.
- x Accessing reports to determine the last time the student used a meal card or accessed a residence hall.
- x If the student works on campus, contacting his/her supervisor for contact information.

Within twenty-four (24) hours of officially determining that a student is missing, the following will take place:

- x If a student has provided a confidential missing student contact, Campus Safety will contact the missing student contact.
- x Campus Safety will maintain records of attempts and contacts with the missing student contact.
- x Campus Safety will contact a local law enforcement agency to report the student as a missing person.
- x The local law enforcement agency will take charge of the investigation, with Campus

The following fire safety systems are in place in all of our residence halls:

- Automatic sprinkler systems
- Fire/smoke detection systems with audible/visible alarms
- Carbon monoxide detection with monitored alarms
- Kitchen hood suppression systems
- Portable fire extinguishers

All fire safety systems are monitored 24/7, and installed, maintained, and tested according to state fire codes. All campus buildings undergo a thorough fire safety inspection conducted annually by the New York State Office of Fire Prevention and Control.

CIA students and employees are made aware of fire safety on campus through a number of programs and presentations:

- New student and employee orientations
- Annual Wellness Expo
- Annual Fire Safety Week
- Annual live burn demonstration
- Annual R.A. Fire Academy
- Evacuation drills four times a year at each residence hall
- Distribution of fire safety information at the evacuation drills

The following fire safety systems are in place in all of our buildings:

- Automatic sprinkler systems
- Fire/smoke detection systems with audible/visible alarms
- Kitchen hood suppression systems
- Fire extinguishers placed throughout the buildings

All fire safety systems are monitored 24/7, installed, maintained, and tested according to state fire codes.

CIA students are made aware of fire safety on campus through a number of programs and presentations:

- New student safety orientation
- R.A. training
- Evacuation drills two times a year for all buildings

In accordance with Texas state law, all campus buildings are equipped with fire alarms, fire extinguishers, smoke and heat detectors, pull boxes, fire doors, fire sprinklers, carbon monoxide detectors, emergency power and lighting, exit signs, and building floor plans.

CIA students are made aware of fire safety on campus through new student safety orientation.

The CIA is required to annually disclose statistical data on all fires that occur in on-campus student housing facilities. The following numbers should be used to report fires that have been extinguished in on-campus housing facilities:

3. If the building alarm has not sounded, pull the nearest pull box to initiate the alarm, and/or call the campus emergency number (ext. 1111 in New York or ext. 2317 in California), or 911 (from any campus) from a safe location to report a fire.
4. Close doors and windows and shut down kitchen equipment if safe to do so as you leave the building.
5. Exit the building through the nearest safe exit or as directed by a fire warden. Multiple exits must be used to help facilitate a quick evacuation and prevent any bottlenecks. Do not use an elevator.
6. Move at least 100 feet away from the building. Keep clear of roadways and fire lanes. Report to your designated assembly point and stay with your group or department.
7. Be patient and wait for instructions. During poor weather conditions and/or extended incidents, occupants may be directed to move to another building(s).
8. The silencing of the alarm is not an automatic signal to reenter the building. Do not reenter until] š [• safe and you are instructed to do so by fire department personnel, a campus safety officer, or a fire warden.

V

These four steps must be accomplished to successfully deal with a fire emergency. The order in which they are performed will vary according to the circumstances.

persons in immediate danger.

must be sounded.

fire by closing all doors.

small fires.

should be substituted with in cases where:

- x the fire is spreading beyond its starting point,
- x the fire is already large,

Campus Safety at the Hyde Park, NY main campus is responsible for gathering crime reports throughout the year. This is done by daily reports to the Campus Safety Office, reporting from college Campus Security Authorities, and soliciting information from the local law enforcement agencies that have jurisdiction on CIA campuses. It should be noted there are no officially recognized student organizations that have non-campus locations or housing facilities.

The statistics that follow beginning on page 71 are provided in compliance with the Crime Awareness and Campus Security Act of 1990, and cover calendar years 2020, 2021, and 2022. Public crime information and fire logs are available for inspection at Campus Safety. These statistics, published annually, are also available on the United States Department of Education website (http://ope.ed.gov/security/) or upon request to the director of campus safety at 845-451-1268 (ext. 1268 on campus). Area police and law enforcement agencies are contacted each year to provide a report of any of the mandated Clery Act-reportable crimes that occurred on or near campus. Agencies include:

- x µ š Z •• }µvšÇ ^Z 845-486-3800 (( ] U
- x Hyde Park Police Department, 845-229-9340
- x New York State Police, 845-876-4033
- x National Park Service, 845-229-9380

- x Napa Police Department, 707-257-9223
- x St. Helena Police Department, 707-967-2850
- x Napa County Sheriff [Office, 707-253-4364(6)] TJETQq0.00000912 0 612 792 reW* nBT/F1 11.04 Tf1 0 0 1 2946 T

- x San Antonio Police Department,

In a college environment, students and employees may report crime incidents to a Campus Security Authority (CSA). Any employees identified as CSAs have a legal obligation to file with Campus Safety a report for any crime that may have been reported to them. Individuals identified by the college as CSAs successfully complete CSA training and receive notification of the designation and the requirement that they report information about Clery Act crimes. This will ensure statistical inclusion of all crimes specified by the o Œ Ç š] v š Z Annual Security, Fire Safety, and Statistics Report when those crimes occur on or near college property, including on-campus property, public property immediately adjacent to the campus, and off-campus property on BT/F1 11.04 Tf1 0 0 1 217.61 571.78 Tm0 gpr4Qqo 11.04 Tf81S4nl79

Please see below for a list of the CSAs at each CIA location.

v New York Campus

Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	5	5	5	0	0	1	5	5	6	0	0	0	0	0	0
Fondling	3	2	3	1	0	2	4	2	5	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

v California Campus

Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

	Fires	Injuries	Deaths	Property Loss	Cause
	0	0	0	$0	N/A
	0	0	0	$0	N/A
	0	0	0	$0	N/A

The CIA completed two fire drills in its residence halls during 2022.

Guest House: 2555 Main Street
Vineyard Lodge I and II: 830 Pratt Avenue

Managing Director, April Goess	Main Building, Administrative Offices, Third Floor	ext. 6452

San Antonio Police Department	315 South Santa Rosa, San Antonio, TX 78207	210-207-7273
Æ Œ } µ v š Ç Department (([•	200 North Comal Street, San Antonio, TX 78207	210-335-6010

The Culinary Institute of America
1946 Campus Drive
Hyde Park, NY 12538-1499

The Culinary Institute of America at Greystone
2555 Main Street
St. Helena, CA 94574

The Culinary Institute of America, San Antonio
312 Pearl Parkway, Building 2, Suite 2102
San Antonio, TX 78215

The Culinary Institute of America, Singapore
Temasek Polytechnic
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Singapore 529757

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The CIA at Greystone and the CIA San Antonio are branches of the CIA, Hyde Park, NY.

The CIA Singapore is an additional location.