

## Procedures for Institutional Disciplinary Action

1. Incident is reported to the Dean of Students Office.
2. Reporting party is called in to begin investigation.
3. Depending on results of meeting with reporting party, the accused student is called in for an interview and temporary remedies appropriate to your situation may be implemented.
4. The situation is evaluated to determine if Student Code of Conduct charges are appropriate.
5. If appropriate, the case will be decided by the Director of Student Life or a hearing panel, and disciplinary sanctions will be applied.
6. Reporting party will be informed of the outcome.



## Victim Services

CNM has many partnerships with support agencies in the local Albuquerque area. These agencies can provide assistance to victims of sexual violence. These agencies include the following:

- **AGORA Crisis Center**  
505-277-3013 (24 hrs. a day)  
1-855-HELP-1-NM  
Online Chat: [www.agoracare.org](http://www.agoracare.org)
- **NM Crisis and Access Line**  
855-662-7474 (24 hrs. a day)  
855-466-7100 Peer-to-Peer  
Warmline (4pm-11:30pm)
- **Albuquerque SANE Collaborative**  
505-883-8720  
505-884-7263—Emergency
- **Rape Crisis Center of Central NM**  
505-266-7712—office  
505-266-7711—24-Hour Hotline
- **Domestic Violence Resource Center**  
505-884-1241—24 hrs. a day
- **UNM Manzanita Counseling Center**  
505-27-7311
- **University of NM Psychiatric Center**  
505-272-2800—Main  
505-272-2900—Emergency
- **American Civil Liberties Union of NM**  
505-266-5915
- **Catholic Charities**  
505-724-4662 or 505-724-4631
- **Enlace Comunitario**  
505-246-8972
- **New Mexico Legal Aid**  
Albuquerque: 505-243-7871  
Pueblos: 505-867-3391  
Santa Fe: 505-982-9886
- **CNM Title IX Coordinator**  
505-224-4342
- **CNM Human Resources**  
505-224-4600
- **CNM Financial Aid & Scholarship Services**  
505-224-3090
- **CNM Global Education**

For a complete list of resources, please visit the CNM website:  
<https://www.cnm.edu/cnm-community/community-resources/>.



## Rights and Options



### Report a Crime

CNM Emergency Dispatch:  
505-224-3001

CNM Non-Emergency:  
505-224-3002

## Steps to take if you are a Victim

1. Make sure you get to a Safe Place.
2. Tell someone you trust what has happened.
3. Preserve evidence of the assault.
4. Get medical attention.
5. Decide whether you want to report the assault:
  - Notify Campus Security
  - Notify appropriate law enforcement authorities
  - Decline to notify authorities
6. Request accommodations to your academic, living, transporting or working situations.
7. Use the Support from family friends and community resources to help you to recover.
8. If possible, take your time and practice self-care.

## Reporting

If you believe you have been a victim of sexual violence that include sexual assault, sexual harassment, domestic violence, dating violence and stalking contact SECURITY immediately to place a report.

- **Emergency Dispatch can be reached at (505) 224-3001 or 911**
- **Non-emergency dispatch can be reached at (505) 224-3002**

You should follow up with a call to the Dean of Students at (505) 224-4342 to schedule an appointment.

## Importance of Preserving Evidence

Many sexual misconduct offenses are also crimes in the state or locality where the incident occurred. Victims of sexual misconduct often have legal options that they can pursue. These options are available solely at the discretion of victims. CNM encourages those individuals who have experienced sexual misconduct to preserve evidence to the greatest extent possible. CNM does not conduct forensic tests as part of the investigation process; however, the results of such testing conducted by law enforcement may be submitted as evidence to be considered as part of CNM's investigation process.

Some general evidence preservation guidelines are:

- Do not alter, dispose of, or destroy any physical evidence.
- Preserve evidence of electronic communications by saving them and taking screen shots of all relevant electronic messages.
- If there is suspicion that a drink may have been drugged, inform a medical assistance provider or law enforcement so they can attempt to collect possible evidence from the drink or through other means. Plastic wrap the cup.

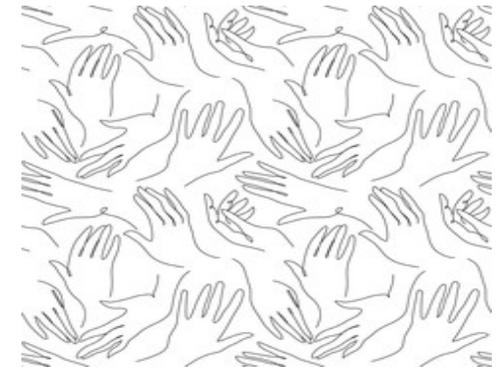
Evidence preservation guidelines for sexual assault:

- Victims of sexual assault who wish to preserve evidence should go to a hospital or medical facility immediately to seek a medical examination for evidence collection.
- Victims of sexual assault should not shower, bathe, douche, smoke, brush teeth, eat, drink or change clothes or bedding before going to a medical facility.
- Victims who do change clothes or bedding should not wash the clothes or worn bedding used during the assault and should bring these items to the hospital in a non-plastic bag.

## Accommodations and Protective Measures

Once the report is filed, Security can assist you in contacting law enforcement to file a report and, if appropriate and if you wish, in obtaining a Temporary Restraining Order, contacting local shelters for victims of sexual or relationship violence or contacting other appropriate community resources. Security also offers an Escort Service. Call non-emergency (505-224-3002) dispatch to have an Officer report to your location and escort you to class or any campus location you may need to go to.

The Dean of Students will work hard to ensure your safety and will assist you in arranging temporary remedies that may be appropriate to your situation such as working with faculty to manage missed classwork, changing class sections or arranging for administrative services to be provided in an alternate way. Note that these are examples and may not be appropriate in your situation. The Dean of Students can also assist you in connecting with college resources such as Achievement Coaches and Financial Aid.



## Confidentiality of Victims and Others

CNM does adhere to FERPA guidelines regarding confidentiality of student information and records. CNM can release information if necessary in situations of safety to self or others.