

WISCONSIN LUTHERAN COLLEGE

2017 ANNUAL SECURITY REPORT

IN THE EVENT OF AN EMERGENCY

In the event of an emergency, or should criminal activity take place on the Wisconsin Lutheran College campus, the following steps should be taken to ensure a prompt and adequate response:

1 – Call 911

2 – Call Public Safety (x8500, 414.443.8500) or contact them in person at the Public Safety office located inside of the Trinity Home Group office in the parking level (P) of the Recreation Complex (REX).

In the event that a situation arises, either on or off campus, that, in the judgment of chair of the Crisis Management Team (Provost) constitutes an ongoing or continuing threat, the Warrior Alert Emergency Notification System (ENS) will be employed to deliver the “timely warning” through the alert system to students, faculty, and staff.

EMERGENCY RESPONSE AND EVACUATION PROCEDURES

The Crisis Management Team is responsible for the comprehensive Crisis Management Plan. This plan is designed to be an all-hazards disaster response and emergency management plan.

A copy of the Guide for Emergency Procedures is published and posted in every classroom and meeting-room on campus. The Guide for Emergency Procedures is available to all students, faculty, and staff through the College’s portal. Also, on the website www.wlc.edu/safety is other helpful information regarding lockdowns and safety procedures. Students, faculty, and staff are loaded in the Warrior Alert Emergency Notification System (ENS) when they enroll/are hired; it delivers emergency notices to cellular telephones and campus email addresses.

Annually, the College conducts an emergency management exercise, often led by local law enforcement agencies designed to test emergency procedures and readiness. The scenarios for these exercises change from year to year, and include several departments from across the campus under the coordination of the Crisis Management Team. To ensure the College’s emergency management plans remain current and actionable, the College will conduct an emergency management exercise, at a minimum, once yearly. These exercises may include tabletop drills, emergency operations center exercises, or full-scale emergency response exercises. The College conducts after-action reviews of all emergency management exercises (tests may be announced or unannounced).

TO REPORT A CRIME

Wisconsin Lutheran College has a number of ways for campus community members and visitors to report crimes, serious incidents, and other emergencies to appropriate College officials. Regardless of how and where you decide to report these incidents, it is critical for the safety of the entire Wisconsin Lutheran College community that you immediately report all incidents so that Public Safety and local police can investigate the situation and determine if follow-up actions are required, including issuing a crime alert or emergency notification.

We encourage all members of the Wisconsin Lutheran College community to report all crimes and other emergencies to Public Safety in a timely manner. Public Safety has a dispatch center that is available by phone at 414.443.8500 or in person 24 hours a day at the parking level (P) of the Recreation Complex. Although many resources are available in the greater Milwaukee community, Public Safety should be notified of any crime, whether or not an investigation continues, to ensure that the College can assess any

and all security concerns and inform the community if there is a significant or ongoing threat to the College community. Anyone may call Public Safety at 414.443.8500 to report concerning information. Callers may remain anonymous.

While the College encourages all campus community members to promptly report to all crimes and other emergencies directly to Public Safety at 414.443.8500 or 911, we also recognize that some may prefer to report to other individuals or College offices. The Clery Act recognizes certain College officials and offices as "Campus Security Authorities (CSA)." The act defines these individuals as "officials of an institution who have significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution." We officially recognize the following offices as places where campus community members should report crimes:

Public Safety	R053S	414.443.8500
Office of the Vice President of Student Life	A206	414.443.8852
Office of the Executive Director of Human Resources	B108	414.443.8601
Office of the Provost	B060	414.443.8614
The Office of Residence Life (incl. all RAs, RCs)	RH2112	414.443.8689

The College is committed to working with local law enforcement agencies in the prevention and investigation of all crimes that affect the Wisconsin Lutheran College community.

The Public Safety Office is responsible for maintaining the Daily Crime Log (DCL) and is available for review upon request.

If you are the victim of a crime and do not want to pursue action within the College's system or the criminal justice system, you may still want to consider making a confidential report. With your permission, Public Safety or any of the above CSAs 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 College can keep an accurate record of the number of incidents affecting the Wisconsin Lutheran College community and better determine patterns of crimes with regard to particular locations, methods, or perpetrators and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the College.

TIMELY WARNING

Depending on the particular circumstances of the crime or emergency, especially in all situations that could pose an immediate threat to the community and individuals, the Warrior Alert Emergency Notification System (ENS) may also deliver text messages to mobile phones, voice messages through the speakers of the campus phone system, messages/instructions to campus video screens, and information on the College's website.

Anyone with information warranting a timely warning should report the circumstances to the Public Safety office by phone (414.443-8500) or in person. The Public Safety office is located inside of the Trinity Home Group office in the parking level (P) of the Recreation Complex and can be accessed through the Recreation Complex (REX) or through the exterior entrance located off the F parking lot on the north side of the Recreation Complex (REX).

The Office of Marketing and Communication is responsible for crisis communication and for updating notices on Facebook, Twitter, the College's homepage, and other social networking platforms and for

maintaining communications with national, regional, and local news outlets. The College will withhold, as confidential, the name(s) of the victim(s) of incidents which warrant the timely warning notification.

WLC PUBLIC SAFETY AND SAFETY EDUCATION

Wisconsin Lutheran College Public Safety officers have the authority to ask persons for identification and to determine whether individuals have legitimate authority for presence on the Wisconsin Lutheran College campus. Public Safety officers have the authority to issue parking tickets that are billed to the financial accounts of students, faculty, and staff if not paid within 10 days. Public Safety officers do not possess arrest power nor are they sworn officers of the law. Criminal incidents are referred to the local police (Milwaukee, Wauwatosa) who have jurisdiction on campus. The Public Safety office and administration of the Wisconsin Lutheran College maintain a highly professional working relationship with the Milwaukee and Wauwatosa Police Departments and Milwaukee County Sheriff's Department. Formal and informal meetings and training sessions are scheduled regularly between the College and law enforcement agencies. There is no written memorandum of understanding between Wisconsin Lutheran College Public Safety and local law enforcement agencies. All crime victims and witnesses are strongly encouraged to immediately report the crime to Public Safety and in cases of emergencies to contact 911. The Public Safety office will report crimes to the appropriate police agency. Prompt reporting will ensure timely warning notices on-campus and timely disclosure of crime statistics.

During Warrior Orientation & Welcome Weekend in August, students are informed of services offered by Public Safety (crime reporting, walking escorts, patrol, etc.). Video and slide presentations outline ways to maintain personal safety and residence hall security. Students are told about crime on-campus and in surrounding neighborhoods and are given (verbally and in print) tips to maintain a safe and secure presence on campus and in the Milwaukee community. Similar information is disseminated through the Office of Human Resources to new hires and through annual security training, which is required of all faculty and staff.

Periodically during the academic year, the Office of Student Life in cooperation with other departments, issues a newsletter "Warrior Watch" highlighting safety and security issues and prevention tips applicable for the time of the year.

Student Programming, in conjunction with Residence Life/Campus Ministry/Health Services, presents programs for all students in the fall on bystander intervention, sexual assault (rape and acquaintance rape), date-rape drugs, alcohol, sex, theft, personal protection, domestic violence, dating violence, and stalking. Student employees receive self-defense training and education.

A common theme of all awareness and crime prevention is the role that all students, faculty, and staff members play in creating and maintaining a safe and secure environment for themselves and others.

In addition to the above programs, information is disseminated to students and employees through crime prevention emails, posters, newsletters (Roomers, Warrior Watch), video board slides, and articles in the student newspaper.

When time is of the essence, information is released to the Wisconsin Lutheran College community through security alerts (emails) and when a threatening or ongoing situation arises, the Warrior Alert Emergency Notification System (ENS) delivers information through text messages on mobile phones, messages broadcast through the College's phone system speakers, on video boards throughout campus, and to the website/social media platforms.

Public Safety does not provide services to off-campus residences of students nor do the Milwaukee/Wauwatosa Police Departments monitor or report incidents to the College on a regular basis. Occasionally, the College receives reports/complaints from neighbors or concerned citizens regarding off-campus behavior of students, and at those times the College will partner with applicable law enforcement personnel to address those situations.

CAMPUS BUILDING ACCESS

As a matter of practice during the academic year when classes are in session, open access is available to campus buildings on the following schedule:

- **Gary J. Greenfield Administration Building:** 7:00 a.m. to 5:00 p.m. Monday through Friday
- **Marvin M. Schwan Library:** 7:00 a.m. to 11:00 p.m. Monday through Thursday, 7:00 a.m. to 5:00 p.m. Friday, 1:00 to 5:00 p.m. Saturday, 3:00 p.m. to 11:00 p.m. Sunday
- **Generac Hall:** 7:00 a.m. to 10:00 p.m. Monday through Thursday, 7:00 a.m. to 5:00 p.m. Friday
- **Center for Arts and Performance:** 7:30 a.m. to 11:00 p.m. Monday through Friday, 9:00 a.m. to 11:00 p.m. Saturday, 1:00 p.m. to 11:00 p.m. Sunday
- **Recreation Complex:** 7:30 a.m. to 10:00 p.m. Monday through Thursday, 7:30 a.m. to 7:00 p.m. Friday, 7:00 a.m. to 11:00 a.m. Saturday, 6:00 p.m. to 10:00 p.m. Sunday
- **Stimac Hall and Fischer Hall classroom access:** 7:30 a.m. to 5:00 p.m. Monday through Friday
- **8901 W. Wisconsin Ave. classroom access:** 7:30 a.m. to end of classes

Each non-residential academic building has a front desk located inside the entrance that is staffed during open access hours. Academic buildings are scheduled to be open on weekends only as needed. Access to individual classrooms and laboratories is limited to those enrolled in the courses meeting there.

Many cultural and athletic events held in Wisconsin Lutheran College facilities are open to the public and necessitate changes to the above hours of access to accommodate those programs.

Only those who have approval are issued keys to a building; access is otherwise issued to students, faculty, and staff through their Warrior OneCard.

ACCESS TO RESIDENCE LIFE FACILITIES

Residence halls (Fischer Hall, Stimac Hall, 8901 W. Wisconsin) have access controlled through a computerized access control (Warrior OneCard) and a staffed front desk during the hours of 9:00 p.m. – 12:00 a.m. Sunday through Thursday and 9:00 p.m. – 2:00 a.m. Friday and Saturday. Additional residence facilities are controlled by keys issued to the residents of the building in which they reside.

Identification cards (Warrior OneCards) are coded so that only students who are residents in a particular hall/unit are authorized electronic access entry to that hall; the system denies entry to all unauthorized persons. Public Safety officers are responsible for checking and securing doors and performing rounds of campus on an ongoing basis to ensure the safety and security of campus, while the dispatch office monitors security cameras.

CRIME STATISTICS

Annually, Wisconsin Lutheran College publishes a report online at www.wlc.edu/safety containing crime statistics from the previous seven years that were reported to local police agencies or to campus security authorities that occurred at the following locations:

- On campus
- In certain off-campus buildings owned or controlled by Wisconsin Lutheran College
- Public property within or immediately adjacent to and accessible from the campus.

The statistics in the report reflect the number of criminal incidents reported to the various authorities. The report also includes institutional policies concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, and other matters.

This report is a result of the **Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act** and complies with Federal reporting requirements, specifically 20 U.S. Code Section 1092(f).

Each year, an email notification is made to all enrolled students and current faculty and staff that provides the web link to access the report. Copies of the report may also be obtained through the Office of Student Life (A206) or by calling 414.443.8852.

Criminal Offenses			
<i>On-Campus</i>	2016	2015	2014
Murder/Non-Negligent Manslaughter:	0	0	0
Negligent Manslaughter:	0	0	0
Sex Offenses – Forcible:			
Rape:	0	0	0
Fondling:	1	0	1
Sex Offenses – Non-Forcible:			
Incest:	0	0	0
Statutory Rape:	0	0	0
Robbery:	0	0	0
Aggravated Assault:	0	0	0
Burglary:	1	2	3
Motor Vehicle Theft:	0	0	0
Arson:	0	0	0
<i>Residence Halls</i>	2016	2015	2014
Murder/Non-Negligent Manslaughter:	0	0	0
Negligent Manslaughter:	0	0	0
Sex Offenses – Forcible:			
Rape:	0	0	0
Fondling:	0	0	1
Sex Offenses – Non-Forcible:			
Incest:	0	0	0
Statutory Rape:	0	0	0
Robbery:	0	0	0
Aggravated Assault:	0	0	0
Burglary:	1	2	1
Motor Vehicle Theft:	0	0	0
Arson:	0	0	0

<i>Public Property</i>	2016	2015	2014
Murder/Non-Negligent Manslaughter:	0	0	0
Negligent Manslaughter:	0	0	0
Sex Offenses – Forcible:			
Rape:	0	0	0
Fondling:	0	0	0
Sex Offenses – Non-Forcible:			
Incest:	0	0	0
Statutory Rape:	0	0	0
Robbery:	0	0	1
Aggravated Assault:	0	0	0
Burglary:	0	0	0
Motor Vehicle Theft:	0	0	2
Arson:	0	0	0

Hate Crimes			
<i>On-Campus</i>	2016	2015	2014
Murder/Non-Negligent Manslaughter:	0	0	0
Sex Offenses – Forcible:			
Rape:	0	0	0
Fondling:	0	0	0
Sex Offenses – Non-Forcible:			
Incest:	0	0	0
Statutory Rape:	0	0	0
Robbery:	0	0	0
Aggravated Assault:	0	0	0
Burglary:	0	0	0
Motor Vehicle Theft:	0	0	0
Arson:	0	0	0
Simple Assault:	0	0	0
Larceny-theft:	0	0	0
Intimidation:	0	0	0
Destruction/damage/vandalism:	0	0	0
<i>Residence Halls</i>	2016	2015	2014
Murder/Non-Negligent Manslaughter:	0	0	0
Sex Offenses – Forcible:			
Rape:	0	0	0
Fondling:	0	0	0
Sex Offenses – Non-Forcible:			

Incest:	0	0	0
Statutory Rape:	0	0	0
Robbery:	0	0	0
Aggravated Assault:	0	0	0
Burglary:	0	0	0
Motor Vehicle Theft:	0	0	0
Arson:	0	0	0
Simple Assault:	0	0	0
Larceny-theft:	0	0	0
Intimidation:	0	0	0
Destruction/damage/vandalism:	0	0	0
Public Property	2016	2015	2014
Murder/Non-Negligent Manslaughter:	0	0	0
Sex Offenses – Forcible:			
Rape:	0	0	0
Fondling:	0	0	0
Sex Offenses – Non-Forcible:			
Incest:	0	0	0
Statutory Rape:	0	0	0
Robbery:	0	0	0
Aggravated Assault:	0	0	0
Burglary:	0	0	0
Motor Vehicle Theft:	0	0	0
Arson:	0	0	0
Simple Assault:	0	0	0
Larceny-theft:	0	0	0
Intimidation:	0	0	0
Destruction/damage/vandalism:	0	0	0

VAWA Offenses			
On-Campus	2016	2015	2014
Domestic Violence:	0	0	0
Dating Violence:	0	0	1
Stalking:	1	1	0
Residence Halls	2016	2015	2014
Domestic Violence:	0	0	0
Dating Violence:	0	0	1
Stalking:	0	0	0

<i>Public Property</i>	2016	2015	2014
Domestic Violence:	0	0	0
Dating Violence:	1	0	0
Stalking:	0	0	0

Arrests

<i>On-Campus</i>	2016	2015	2014
Illegal Weapons Possession:	0	0	0
Drug Law Violations:	0	0	0
Liquor Law Violations:	0	0	0
<i>Residence Halls</i>	2016	2015	2014
Illegal Weapons Possession:	0	0	0
Drug Law Violations:	0	0	0
Liquor Law Violations:	0	0	0
<i>Public Property</i>	2016	2015	2014
Illegal Weapons Possession:	0	0	0
Drug Law Violations:	0	0	0
Liquor Law Violations:	0	0	0

Disciplinary Actions/Judicial Referrals

<i>On-Campus</i>	2016	2015	2014
Illegal Weapons Possession:	0	0	0
Drug Law Violations:	3	2	7
Liquor Law Violations:	29	31	23
<i>Residence Halls</i>	2016	2015	2014
Illegal Weapons Possession:	0	0	0
Drug Law Violations:	3	2	7
Liquor Law Violations:	26	31	23
<i>Public Property</i>	2016	2015	2014
Illegal Weapons Possession:	0	0	0
Drug Law Violations:	0	0	0
Liquor Law Violations:	0	0	0

Unfounded Crimes

	2016	2015	2014
Total Unfounded Crimes:	0	0	0

POLICIES REGARDING ALCOHOL (from the Code of Conduct):

#2 Using, possessing, or distributing alcoholic beverages, possession of alcohol containers, or public intoxication (for explanation see: Alcoholic Beverages & Drugs Policy).

Note 1: The College will also consider ALL individuals found in a location where an alcoholic beverage or drug is present to be in possession of an alcoholic beverage/drug. This would include locations off campus (e.g. underage student drinking in a bar or at a house party).

Note 2: Drinking paraphernalia that contributes to over and mass consumption including beer pong tables, beer bong, and other items that contain alcohol residue.

Note 3: If students who are over the age of 21 choose to consume alcohol, they are expected to consume responsibly and not become intoxicated.

ALCOHOLIC BEVERAGES AND DRUGS

No alcoholic beverages, illegal or intoxicating drugs, or non-prescribed narcotics of any kind are to be found on WLC property, in the student residence facilities, or at College-sponsored student events, regardless of whether or not you are 21 years of age, whether the events are held on or off campus, or whether they involve domestic or international travel. This includes a reasonable amount of time prior to or after such an event.

Students 21 and older who have consumed any alcohol should not participate in school activities. Students who are of legal drinking age and choose to drink off campus are responsible for their actions and behavior, and if returning to campus, should return directly to their campus room. The College will address irresponsible behavior that results from alcohol consumption regardless of age. Possession or knowledge of the presence of these substances is considered grounds for suspension or expulsion. Immoderate, illegal, or intoxicating use of alcohol off campus is reason for counseling and may become grounds for disciplinary action and expulsion. Wisconsin law makes it illegal for anyone under the age of 21 to drink alcohol. Therefore, underage students returning to campus with alcohol on their breath or other signs of alcohol in their system will be considered in violation of civil law, and their status will become a matter for the student conduct system. The College reserves the right to refer violations of civil law to civil authorities for prosecution.

All members of the College community are responsible for the observance of state and federal laws that apply to alcohol and other drugs or narcotics. The College has an expectation that faculty, staff, and students know and understand the risks and liability associated with the use of alcohol, other drugs, or narcotics. Any individual or group who is member of the College community who provides illegal substances to a minor, whether on or off campus, is acting irresponsibly and the College reserves the right to have the matter reviewed by the student conduct system and/or referred to civil authorities for prosecution.

Any student violating standards of conduct relating to alcohol shall be subject to the following sanction: Fines up to \$200 may be levied as well as probation of zero (0) to six (6) months and/or suspension from school for one (1) to five (5) days. Also, as a condition of enrollment, the College reserves the right to require a student to get an alcohol assessment from a licensed agency and, if deemed appropriate, complete an approved rehabilitation program. Misuse of alcohol or other drugs may result in automatic referral to the Vice President of Student Life, removal from campus, and parents may be notified of violations. The Family Education Rights and Privacy Act (FERPA) permits colleges and universities to inform the family of a student under 21 years of age when their student has been found in violation of the College's alcohol or drug rules and/or in the case of a health or safety emergency.

PREVENTION PROGRAMS

Wisconsin Lutheran College has developed a series of programs to educate students with the goal of preventing the illicit use of drugs and the abuse of alcohol. The program provides services and referrals related to drug use and abuse including access to counseling, professional, and community resources and education about prevention and healthy alternatives. The Office of Human Resources is responsible for the overall wellness programming for faculty and staff in cooperation with the insurance/benefits provider for the College.

The Office of Health Services provides overall coordination of the Drug-Free School Program. However, many services are the responsibility of other areas of the institution.

Alcohol and Drug Education: Health Services, Residence Life, Student Programming, Campus Ministry

Counseling Services: Health Services, Counseling Services

Referral Services: Campus Ministry, Health Services, Residence Life, Human Resources

College Disciplinary Actions: Student Conduct Board, Director of Residence Life and Student Conduct, Vice President of Student Life

LOCAL, STATE, AND FEDERAL LEGAL SANCTIONS

The State of Wisconsin sets 21 as the minimum age to purchase or possess any alcoholic beverage. Specific ordinances regarding violations of alcohol laws, including driving while intoxicated, are available online at: <http://www.dot.wisconsin.gov/safety/docs/owi-youth-penchr.pdf>

A violation of any law regarding alcohol is also considered a violation of the College's Student Code of Conduct and will be treated as a disciplinary matter by the College.

STATE OF WISCONSIN SEX OFFENDER REGISTRY

The following website contains the Wisconsin Sex Offender Registry:
<http://doc.wi.gov/community-resources/wi-sex-offender-registry>

RESOURCES AVAILABLE TO WLC STUDENTS/SEXUAL VIOLENCE ADVOCATE

To help foster a safe and responsive environment, Wisconsin Lutheran College provides a wide range of prevention programming, education, resources and support services relating to sexual violence, which includes sexual assault, relationship violence, and stalking.

A sexual violence advocate is also available on campus to provide support and assistance to those involved with sexual harassment, assault and violence. The advocate will assist you in making a report to Title IX officials and in follow up and finding support and services throughout the process of this occurrence. Services the advocate can provide include:

- Information about reporting options
- Assistance and support throughout the College investigation process
- Assistance with creating a safety plan
- Referrals to campus and community service providers
- Assistance with working through housing, academic, and other related concerns.

On-campus support services are available through:

Office of Title IX Coordinator, Pastor Nathan Strobel	414.443.8825
Title IX Deputy, Eric Ulm, Assistant Registrar	414.443.8817
Title IX Deputy, Adam Volbrecht, Director of Residence Life	414.443.8689
Student Health Center	414.443.8630
Campus Counselor, Tanya Gerhard	414.443.8631
Sexual Assault Liaison, Kristina Magsig, G220	414.443.8818

Off-campus support services are available through:

Sexual Assault Treatment Center of Milwaukee – Violence & Rape Discovery	414.219.5555
Wauwatosa Police Non-Emergency	414.471.8430
Rogers Memorial Hospital (24-hour help line)	800.767.4411
Aurora Psychiatric Hospital – Inpatient & outpatient care	414.454.6600
Milwaukee Women's Center (24-hour help line) – Violence & Safe Place Resources	414.671.6140
The Healing Center – Outpatient Therapy Group for Assault Victims	414.671.4325
Pathfinders – Outpatient Therapy for Assault Perpetrators	414.964.2565

ROLE OF THE SEXUAL ASSAULT LIAISON

The WLC Campus Sexual Assault Liaison supports and provides resources to students involved in assault situations. This individual serves primarily as a support resource and a system navigator. The Liaison is not a professional counselor and is not a confidential reporting source.

The Liaison is a person who will:

- Maintain their duty to report incidents to campus personnel maintaining confidentiality where possible
- Explain the reporting options a student has in regard to sexual assault involvement which would include:
 - Not reporting
 - Reporting as a confidential witness
 - Reporting as a victim/complainant
- Explain the campus policy and procedure in regard to sexual harassment
- Help students navigate the policy and procedure
- Partner with students and investigators in an assault allegation to communicate fully about the process
- Sit in meetings with students who are involved in such a process as a silent support person
- Review and help with understanding of the College process regarding sexual assault
- Be available at the request of a student or by request of a member of the investigation team
- Refer students to appropriate care resources as listed above initially and on regular follow up
- Periodically check in with students to ensure compliance with investigation outcome
- Solve problems as students encounter them.

The following information provides steps to follow should a sexual assault occur:

- Get to a safe place as soon as possible!
- Try to preserve all physical evidence – the victim should not bathe, shower, brush teeth, douche, use the toilet, or change clothing until he or she has a medical exam. Contact a close friend or relative, if available, who can provide support and accompany the victim to the medical exam and/or police department. Advocates from the Sexual Assault Treatment Center of Milwaukee or on campus are available to the victim to provide support.
- Get medical attention as soon as possible – an exam may reveal the presence of physical injury that the victim is unaware of. Following a sexual assault, antibiotics are typically given at the time of the exam to help prevent the victim from acquiring certain sexually transmitted diseases. If the victim reports memory loss, loss of consciousness, or other circumstances suspicious for a drug-facilitated assault, a urine test may be done if the victim presents within 96 hours. Some of the commonly used “date rape” drugs, however, are only detectable in the urine for six to eight hours after ingestion.
- Contact the police – Sexual assault is a crime; it is vital to report it. It is important to remember that reporting a crime is not the same as prosecuting the crime. The decision to prosecute may be made at another time. Final decision to prosecute is determined by the District Attorney.
- Consider talking to a counselor – Seeing a counselor may be important in helping the victim understand her/his feelings and begin the process of recovery.

The Deputy Title IX Coordinators are responsible for implementing and monitoring Title IX compliance at the College and for notifying the Lead Title IX Coordinator of any alleged or suspected violations of this policy and the resolution of such alleged or suspected violations, regardless of whether a complaint is filed.

Students, faculty, and staff who have a complaint against a student, faculty, staff member, or other individual involving allegations of sex discrimination, sexual harassment, or sexual assault in violation of this policy should contact either of the Deputy Title IX Coordinators. In addition to contacting a Deputy Title IX Coordinator, individuals who have experienced sexual harassment or other acts of sexual assault may contact proper law enforcement authorities, including local police and any law enforcement officials at the school. In compliance with Section 940.34 Wis. Stats., which states, in part: “Any person who knows that a crime is being committed and that a victim is exposed to bodily harm shall summon law enforcement officers or other assistance or shall provide assistance to the victim,” the Deputy Title IX Coordinators are obligated to contact the law enforcement agency with jurisdiction over the College when the victim has been exposed to bodily harm.

REPORT OF AN ALLEGED POLICY VIOLATION AND ITS INVESTIGATION

REPORTING – As noted above, a student, faculty member, or staff member who has a complaint against a student, faculty, staff member, or other individual involving a suspected violation of this policy or of retaliation should contact the Deputy Coordinator. Although there is no specific time limit for reporting a suspected violation of this policy, an employee or student who believes that he or she has been subjected to conduct that violates this policy is encouraged to contact the Deputy Coordinator as soon as possible after the alleged act to discuss the available options for proceeding.

BODILY HARM – If the Deputy Coordinator receives a report of harassment (including domestic violence, dating violence, and stalking) or assault involving bodily harm, the Deputy Coordinator will contact the local law enforcement agency with jurisdiction over the College. The report to law enforcement is made in compliance with Section 940.34 Wis. Stats., which states, in part: “Any person who knows that a crime is being committed and that a victim is exposed to bodily harm shall summon law enforcement officers or other assistance or shall provide assistance to the victim.” The victim of sexual assault also may choose to

file a criminal complaint against the alleged perpetrator. Any pending criminal investigation or criminal proceeding may have some impact on the timing of the College's investigation, but the College will commence its own investigation as soon as is practicable under the circumstances. The College reserves the right to commence and/or complete its own investigation prior to the completion of any criminal investigation or criminal proceeding.

INVESTIGATION – The Deputy Coordinator will begin an investigation in partnership with trained investigators and other College officials, as deemed appropriate by the College. The investigation phase will be completed within sixty (60) days of the filing of a complaint or the date on which the College becomes aware of a suspected violation of this policy. Audio or video recording of any proceedings are prohibited by any party other than the College throughout this process.

As part of the investigation, the Investigator(s) will seek separate interviews with the complainant, the accused, and any witnesses to the greatest extent possible. To help ensure a prompt and thorough investigation, complainants are encouraged to provide as much information as possible, including the following:

- The name, department, and position of the person or persons allegedly causing the discrimination, harassment, or retaliation.
- A description of any relevant incident(s), including the date(s), location(s), and the presence of any witnesses.
- The alleged effect of the incident(s) on the complainant's academic standing, educational benefits or opportunities, position of employment, salary, employee benefits, promotional opportunities, or other terms or conditions of employment.
- The names of other students or employees who might have been subject to the same or similar discrimination, harassment, or retaliation.
- Any steps the complainant has taken to try and stop the discrimination, harassment, or retaliation.
- Any other information the complainant believes to be relevant to the alleged discrimination, harassment, or retaliation.

The accused also is encouraged to provide as much information as possible in connection with the investigation.

INTERIM PROTECTIVE MEASURES – The College reserves the right to suspend or place on immediate administrative leave any member of the campus community accused of violating this policy, or to take any other interim measures the College deems appropriate, pending the outcome of an investigation and/or disciplinary proceedings. Such interim measures can include, but are not limited to, placing an employee on paid or unpaid administrative leave, removing a student from campus housing and/or current classes, modifying course schedules, and issuing a “no contact” order, among many other remedies. The College will also support orders of protection (restraining) issued through criminal, civil, or tribal courts. It is the responsibility of the student/employee to notify one of the campus security authorities listed above for support.

PROHIBITION AGAINST RETALIATION – Retaliation exists when action is taken against a participant in the complaint process that (i) adversely affects the individual's employment or academic status; and (ii) is motivated in whole or in part by the individual's participation in the complaint process.

No individual involved in a complaint alleging a violation of this policy or participating in the investigation or resolution of such a complaint shall be subject to retaliation as a result of such activity or participation. Any acts of retaliation, as defined in this policy, shall be grounds for disciplinary action, up to and including expulsion/dismissal for students and termination/dismissal for faculty and staff.

CONFIDENTIALITY – To the extent permitted by law, the confidentiality of all parties involved in the resolution of alleged or suspected violations of this policy will be observed, provided that it does not interfere with the College’s ability to conduct an investigation and take any corrective action deemed appropriate. While confidentiality cannot be guaranteed, care will be taken to keep investigation discussions appropriately limited to protect the complainant’s identity when requested.

RIGHTS OF COMPLAINANTS AND ACCUSED PARTIES

Complainants and accused parties shall be provided with the following in connection with any hearing or other proceeding used to reach a decision regarding whether any violation of this policy has occurred.

Rights of Complainants

- Written explanation of his/her rights and options, including notifying law enforcement.
- The opportunity/right to speak on one’s own behalf;
- To be accompanied by an advisor or support person who may take notes and advise the complainant, but not otherwise participate;
- To present witnesses who can speak about the alleged conduct at issue;
- To present other evidence on one’s own behalf;
- To attend the entire hearing or other proceedings, except for the deliberation phase;
- To review any written statement that will be offered by the accused at a hearing or proceeding prior to the time that it is offered (to the greatest extent possible and consistent with FERPA or other applicable law);
- To be informed of the outcome of the hearing or other proceeding;
- And to appeal the outcome of the hearing or other proceeding.

Rights of Accused Parties

- The right to a written explanation of the alleged violations of this policy;
- The opportunity/right to speak on one’s own behalf;
- To be accompanied by an advisor or support person who may take notes and advise the accused, but not otherwise participate;
- To present witnesses who can speak about the alleged conduct at issue;
- To present other evidence on one’s own behalf;
- To attend the entire hearing or other proceedings, except for the deliberation phase;
- To review any written statement that will be offered by the complainant at a hearing or proceeding prior to the time that it is offered (to the greatest extent possible and consistent with FERPA or other applicable law);
- To be informed of the outcome of the hearing or other proceeding;
- And to appeal the outcome of the hearing or other proceeding.

DISCIPLINARY/CORRECTIVE ACTIONS FOR VIOLATIONS OF THIS POLICY

Sanctions/Corrective Action. Any violation of this policy involving students or faculty and staff of the College is subject to the Policy and Procedures as stated in this document and is NOT governed by any other employee or student handbook or policy. The College will take reasonable steps to prevent the recurrence of any harassment or other discrimination and to remedy the discriminatory effects on the complainant (and others, if appropriate).

Examples of the range of potential sanctions/corrective actions that may be imposed with respect to students may be found in the Student Code of Conduct and any related policies set forth in the College’s Academic Catalog or Student Handbook. Comparable information with respect to employees can be found

in the Faculty Handbook and in the Human Resources documents of the College. The College also may take any other corrective action that it deems appropriate under the circumstances.

Employees and /or students who are found to have violated this policy will be subject to disciplinary action up to and including expulsion or dismissal and with the additional provisions set forth in the "Rights" section of this policy.

Faculty and staff who are found to have violated this policy will be subject to disciplinary action up to and including discharge or termination and with the additional provisions set forth in the "Rights" section of this policy.

Guests and other third parties who are found to have violated this policy will be subject to corrective action deemed appropriate by the College, which may include removal from the campus(es) and termination of any applicable contractual or other arrangements.

In instances where the College is unable to take disciplinary action in response to an alleged violation of this policy because a complainant insists on confidentiality or for some other reason, the College will nonetheless pursue other steps to limit the effects of conduct that violates this policy and prevent its recurrence.

RESOLUTION OF A FILED GRIEVANCE

The Deputy Coordinator and Investigators will review the information gathered in the investigation process and determine next steps. The resolution process typically includes the following elements, which may be modified by the College in its discretion to fit the circumstances of a particular case:

1. The Deputy Coordinator (and Investigation Team) will be responsible for an investigation either alone or with one or more other school officials (e.g. faculty) as deemed appropriate by the College and as outlined above.
2. The Investigation Team will conclude the investigation and submit to the Policy Coordinator a report of the investigation and a determination of "violation" or "no violation" as well as the recommended corrective actions and remedies appropriate for the determination. Unless the Policy Coordinator deems it necessary to question the report and determination or unless the recommendation determines a hearing is necessary, the Investigation Team's report will stand as the Resolution.
3. Standard for Determining Responsibility. The standard used to determine whether this policy has been violated is whether it is more likely than not that the accused violated this policy. This is often referred to as a "Preponderance of Evidence" standard.
4. Appropriate, corrective action/remedies by the College will serve to: (i) eliminate the policy violation, (ii) prevent the recurrence of the violation, and (iii) address the effects of the violation (in accordance with the Grievance Procedures contained herein).
5. Within seven (7) days of the conclusion of the investigation, both the complainant and the accused will be informed simultaneously in writing by the Deputy Coordinator of the outcome of the investigation. The letter will state the ruling of "violation" or "no violation" of the policy and any corrective actions/remedies that will be put into place. This written notice will be issued concurrently to the complainant and the accused.

6. If either the complainant or the accused is dissatisfied with the resolution, the party may appeal the decision in writing to the Coordinator within seven (7) days of receiving the written notice of resolution. The appeal will initiate a review by the appeals committee to their complaint as described below.

APPEALS

The appeals process applies when either the complainant or the accused so requests in writing within seven (7) days of receipt of a written outcome of an investigation or hearing. The appeals process is outlined below:

1. If either the complainant or accused is dissatisfied with the outcome, the party may appeal the decision of the hearing in writing to the Policy Coordinator within seven (7) days of receiving the written notice. Appeals must include relevant new information for consideration by the appeals committee. Disagreement with the findings of a hearing is not sufficient grounds for appeal.
2. The Policy Coordinator personally carries the appeal with the documentation of all evidence and of all hearings and proceedings to the Chair of the Appeals Committee of the College. The Appeals Committee is the final arbiter on all appeals of rulings of violation of the Policy. The Chair will lead an appeals committee made up of himself and two other administrators who have otherwise not been previously involved in the complaint (drawn from a pre-determined pool of candidates at the College's discretion).
3. Neither the complainant nor the accused will be entitled to further hearing in connection with any appeal, but the Appeals Committee may request written submissions from either party or consider any other information as deemed appropriate by the school. Both parties will be informed in writing of the outcome of any appeal within fourteen (14) days of the date by which all requested information is received unless the College determines that additional time is required.

SEX OFFENSE POLICY, PROCEDURES, PREVENTION, AND PROGRAMS

Through WLC's Title IX training in compliance with VAWA, students are exposed annually to training concerning all aspects of the College's responses to violence, assault and stalking. This includes annual new student training, training with student employees, training with faculty and staff, and Living the Warrior Way.

Bystander intervention training includes the discussion of traveling in groups, watching beverages, phone applications, "tag" lines to get out of situations, and scenarios about men treating women as they would a sister or other cherished loved one.

Living the Warrior Way: Required two-hour seminar for all freshman students that addresses alcohol, sex, relationships, and prevention.

Office of Campus Ministry Fall/Winter Retreats

Drug Awareness and Recognition: This program outlines the most abused drugs on campus, warning signs of abuse, and how these drugs affect students and the community.

Health Fair: Local police/first responders provide information about alcohol abuse, preventing sex offenses.

Healthy U: Monthly seminars that address Wellness topics (topics change each month, but regularly address stalking, date/acquaintance rape).

Boundaries in Dating: These programs provide descriptions of stalking behaviors, Wisconsin law, and safety planning.

Lunch and Learn: Services at The Healing Center and at The Sexual Assault Treatment Center; Common Reactions and Emotions after a Recent Assault; Long-term Emotions and Reactions; coping and education about prevention.

Sexual Assault Prevention Month programs: These programs provide definitions of consent, definitions of rape and sexual assault, Wisconsin law, alcohol information, reporting procedures, community resources, victim rights, and safety procedures (risk reduction/safety planning for victims) and prevention information for men as well as bystander strategies.

Wisconsin Lutheran College will disclose the decision of any campus disciplinary proceeding and associated sanctions to the victim (and perpetrator) for the following types of violations:

- crime of violence,
- non-forcible sex offense,
- sexual violence (rape, sexual assault, sexual coercion),
- sexual harassment (nonviolent)—only sanctions that directly relate to the harassed person,
- stalking, dating violence, domestic violence.

In the event the victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim.

PASTORAL AND PROFESSIONAL COUNSELORS

According to the Clery Act, campus “Pastoral Counselors” and campus “Professional Counselors,” when acting as such, who are appropriately credentialed and hired by Wisconsin Lutheran College to serve in a counseling role, are not considered Campus Security Authorities. As such, when these counselors are acting in the counseling role, they are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, Wisconsin Lutheran College encourages pastoral and professional counselors to notify those whom they are counseling of the voluntary, confidential reporting options available to them.

Pastoral Counselor: An employee of an institution who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.

Professional Counselor: An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution’s community and who is functioning within the scope of his or her license or certification.

MISSING-STUDENT POLICY

The Higher Education Opportunity Act of 2008 (effective August 14, 2008) requires any institution participating in a Title IV federal student financial aid program that maintains on-campus housing facilities to establish a missing-student notification policy and related procedures.

The following policy and related procedures is Wisconsin Lutheran College’s official Missing-Student Policy:

When it is determined that a student is apparently missing from the College, staff at Wisconsin Lutheran College will attempt to locate the missing student.

This policy requires others who believe a Wisconsin Lutheran College student is missing to immediately notify Residence Life staff, other members of the administration, or Public Safety. Anyone who has a concern that a student is missing should alert any WLC employee who they think will aid in the investigation of a student disappearance. If initial efforts to contact the missing student fail, a missing persons report must be referred immediately to the local law enforcement agency that has jurisdiction in the geographical areas around the specific campus location of the missing student.

In accordance with this policy, students will be notified annually by the Office of Student Life that each residential student has the option to confidentially designate an individual to be contacted by the Wisconsin Lutheran College administration no later than 24 hours after the time that it is determined the student is missing. Missing student contact information is registered confidentially.

This information is private and only accessible to WLC employees who are authorized campus officials. This information will not be disclosed to others, with the exception to law enforcement personnel in the furtherance of a missing student investigation.

WLC will notify the missing student's parents or guardian in addition to the person identified as the missing student's contact person of any student who is under 18 years of age and not an emancipated individual. The College will make contact no later than 24 hours after the time that the student is determined to be missing.

WLC will also notify the appropriate local law enforcement agency of the missing student unless the local law enforcement agency was the entity that made the determination that the student was missing. This notification will include any missing student who lives in on-campus housing regardless of age or status, and regardless of whether he or she has registered a confidential missing student or general emergency contact person. This notification will be made no later than 24 hours after the time that the student is determined missing.

CONTACTS FOR REPORTING MISSING STUDENTS

Vice President of Student Life
A206
414.443.8852

Public Safety
R053S
414.443.8500

Director of Residence Life
RH2113
414.443.8689

RELATIONSHIP VIOLENCE/HARRASSMENT

Wisconsin Lutheran College prohibits the following actions as defined by law and in the Clery Act as:

Dating Violence (Clery): Means violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was such relationship will be gauged by its length, type, and frequency of interaction.

Domestic Violence (Clery): Includes violent misdemeanor and felony offenses committed by the victim's current or former spouse, current or former cohabitant, person similarly situated under domestic or family violence law, or anyone else protected under domestic or family violence law.

Stalking (Clery): Means a course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or others' safety or to suffer substantial emotional distress.

Wisconsin Definition of Consent with Regard to Sexual Activity: Words or overt actions by a person who is competent to give informed consent indicating a freely given agreement to have sexual intercourse or sexual contact (WI Code 940.225).

Wisconsin Definition of Domestic Abuse: Intentionally causing physical pain, physical injury or illness; intentionally harming someone; sexual assault; property destruction; and threatening to do any of the above acts.

Wisconsin Definition of Stalking: In this section: (a) "Course of conduct" means a series of two or more acts carried out over time, however short or long, that show a continuity of purpose, including any of the following:

1. Maintaining a visual or physical proximity to the victim.
2. Approaching or confronting the victim.
3. Appearing at the victim's workplace or contacting the victim's employer or coworkers.
4. Appearing at the victim's home or contacting the victim's neighbors.
5. Entering property owned, leased, or occupied by the victim.
6. Contacting the victim by telephone or causing the victim's telephone or any other person's telephone to ring repeatedly or continuously, regardless of whether a conversation ensues.
- 6m. Photographing, videotaping, audiotaping, or, through any other electronic means, monitoring or recording the activities of the victim. This subdivision applies regardless of where the act occurs.
7. Sending material by any means to the victim or, for the purpose of obtaining information about, disseminating information about, or communicating with the victim, to a member of the victim's family or household or an employer, coworker, or friend of the victim.
8. Placing an object on or delivering an object to property owned, leased, or occupied by the victim.
9. Delivering an object to a member of the victim's family or household or an employer, coworker, or friend of the victim or placing an object on, or delivering an object to, property owned, leased, or occupied by such a person with the intent that the object be delivered to the victim.
10. Causing a person to engage in any of the acts described in subs. 1. to 9. (WI Code 940.32)

RISK REDUCTION

In order to reduce risk for the above listed actions it is important to be knowledgeable of the definitions of dating violence, domestic violence, stalking, consent and domestic abuse. If you see something that falls into one of these categories, say something. In order to reduce risk for such types of situations and to prevent them from happening it is important to make it clear that those types of prohibited actions will not be accepted or tolerated by you or others around you. The policies of Wisconsin Lutheran College are in place to keep students, faculty and staff members safe. These policies are intended to shape a community that does not accept dating violence/harassment as a social norm, but instead reports the offenses and supports the victims.

RESOURCES/SUPPORT ON CAMPUS

Wisconsin Lutheran College offers counseling through the Health Services and/or Campus Ministry offices. The Residence Life Staff has also been trained to help support students on campus who have found themselves to be victims of dating violence/harassment situations and have been trained to inform students of the options they have for counseling services and to assist them in reporting the situation.

If you find yourself a victim of or involved in that type of relationship or situation the following options are available to you: to notify proper law enforcement, to be assisted by the College to notify law enforcement and you have the right to decline to notify such authorities.

We will provide written notification to victims about options for, available assistance in, and how to request changes to academic, living, transportation and working situations or protective measures. Wisconsin Lutheran College will make such accommodations or provide such protective measures if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to Public Safety or local law enforcement.

APPENDIX

The following is a complete and up to date list of all campus buildings and their street addresses.

MAIN CAMPUS BUILDINGS

Gary J. Greenfield Administration Building	8800 W. Bluemound Rd.
Campus Center	580 N. 89th St.
Generac Hall	612 Maywood Ct.
Recreation Complex	8725 W. Wisconsin Ave.
Center for Arts and Performance	8815 W. Wisconsin Ave.
Modern Languages Building	640 N.89th St.
Marvin M. Schwan Library	630 N. 89th St.
Health Services	529 N. 89th St.
Parking Center	8701 W. Wisconsin Ave.

RESIDENCE HALLS

Stimac (East) Hall	8780 W. Bluemound Rd.
Fischer (West) Hall	8890 W. Bluemound Rd.
Aspire	8901 W. Wisconsin Ave.

CAMPUS APARTMENTS

541 Apartment Bldg.	541 N. 89th St.
555 Apartment Bldg.	555 N. 89th St.
611 Apartment Bldg.	611 N. 89th St.
619 Apartment Bldg.	619 N. 89th St.
630 Apartment Bldg.	630 N. 90th St.
540 Apartment Bldg.	540 N. 90th St.
Round Apartment Bldg. #1	9114 W. Bluemound Rd.
Round Apartment Bldg. #2	9128 W. Bluemound Rd.

CAMPUS HOUSES

H8716	8716 W. Bluemound Rd.
H8710	8710 W. Bluemound Rd.
H505	505 Maywood Ct.
H520	520 Maywood Ct.
H8619	8619 W. Wisconsin Ave.
H8625	8625 W. Wisconsin Ave.
H620	8629 W. Wisconsin Ave.
H608	8633 W. Wisconsin Ave.
H511	511 N. 90th St.

OTHER

Outdoor Athletic Complex	1401 Swan Blvd.
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