



# Western Technical College

## 2021 ANNUAL SECURITY AND FIRE REPORT AND POLICY STATEMENT

Crime and Fire data for Calendar Years 2018-2021  
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# Western Technical College

## 2021 Annual Security And Fire Report and Policy Statement

### Introduction

Western Technical College, in compliance with the *Jeanne Cleary Disclosure of Campus Security Policy and Campus Crime Statistics Act* and the *Higher Education Opportunity Act*, publishes this document to provide the campus community with information related to Western's safety and security policies, procedures and resources. Unless otherwise noted, all policies and procedures in this report apply to all Western campuses. Campus crime, arrest and referral statistics in this report are compiled from the Daily Crime Log, Campus Security, designated Campus Security Authorities, local law enforcement agencies and those reported through our web-based incident report forms.

**Procedure for Reporting Crimes and other Emergencies:** All students, employees, contractors and visitors are encouraged to report all crimes and other emergencies occurring on any Western campus, in any Western operated facility, or on public property around any campus to Security (608-785-9191) and/or local law enforcement/emergency services in a prompt and accurate manner.

La Crosse Campus: In cases of emergency, dial 9-1-1 for local emergency personnel, and notify Security (608-785-9191). For non-emergency reports of criminal actions or other incidents occurring at Western Technical College, contact the Security Department, Coleman Center, Room 131, (608) 785-9191, any day, all hours. Security officers are available on the La Crosse campus 24 hours a day, 7 days a week. Security staff will respond in a timely manner to the incident location to determine if there is a serious or continuing threat to the campus community, and to begin the information collection procedure to investigate the incident. In situations in which local emergency personnel have responded, Security staff will work as liaison for the College. Reports can also be made to the Dean of Students/Title IX Coordinator (Shelley McNeely, Kumm Center Room 100, 608-785-9880).

Separate Campus locations: In cases of emergency, dial 9-1-1 for local emergency personnel, and notify the main office staff of that campus. For non-emergency reports of criminal actions or other incidents occurring at or around Western Technical College, contact the main office staff of that campus who will contact the Security Manager and/or the Security Coordinator. Reports can also be made to the Dean of Students/Title IX Coordinator (Shelley McNeely, Kumm Center Room 100, La Crosse Campus, 608-785-9880). The Security Manager and/or Security Coordinator will work with the main office staff and/or Campus Coordinator to determine if there is a serious or continuing threat to the campus community, whether to dispatch security staff to the location, and to begin the information collection procedure to investigate the incident. In situations in which local emergency personnel have responded, the main office staff and/or Campus Coordinator will work as liaison for the College.

The main office is staffed during all open hours of the campus. Security officers are not on duty at the regional locations. Contacts for the separate campus locations are as follows:

- Black River Falls – Front Desk or 715-284-2253
- Independence – Front Desk or 715-985-3392
- Mauston – Front Desk or 608-847-7364
- Sparta Public Safety – Front Desk or 608-269-1611
- Tomah – Front Desk or 608-374-7700

- Vehicle Technology Center – Front Desk or 608-785-9175
- Viroqua – Front Desk or 608-637-2612

**Confidential Reporting Procedures:** If you are a victim of a crime and do not want to pursue action within the College conduct system or local judicial system, you may still consider making a private report to the Student Life Office, Kumm Center, Room 100, La Crosse Campus, or (608) 785-9445. The purpose of a private report is to comply with your wish to keep the matter private, while taking steps to ensure the future safety of yourself and others, and for statistical inclusion in the annual security report. Reports can be made through private reporting in person and/or the online Incident Report Form ([https://publicdocs.maxient.com/reportingform.php?WesternTC&layout\\_id=2](https://publicdocs.maxient.com/reportingform.php?WesternTC&layout_id=2)).

**Timely Warning Notifications:** Western Technical College is responsible for issuing timely warning notifications in compliance with the *Higher Education Opportunity Act (HOEA) of 2008* and the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act)*. In the event that a situation arises in the Western Clery Geography, that, in the judgment of the President and/or members of the Emergency Operations Team (EOT), constitutes a serious or continuing threat to personal safety, a campus-wide Timely Warning Notification will be issued. A Timely Warning Notification is issued to all members of the campus community when a specific crime, as defined by the Clery Act, has occurred on or in close proximity to any Western owned or operated property and could be a serious or continuing threat to the campus community.

The EOT is responsible for developing and reviewing the criteria regarding Timely Warning Notifications. Some members of the EOT include:

- Security Manager (608-789-6165)
- Security Coordinator (608-789-6151)
- Dean of Students (608-785-9880)
- Dean of Health and Public Safety (608-785-9539)
- Director of Regional Workforce Development (608-785-9201)
- Director of Information Technology (608-785-9915)

The issuing of a Timely Warning Notification is decided on a case-by-case basis based on all the facts of the crime incident, including the nature of the crime, the continuing risk to the campus community, and the location of the incident. Timely Warning Notifications will be distributed as soon as pertinent information is available, in a manner where the names of victims are withheld in order to protect confidentiality, and with the goal of helping to prevent similar occurrences. Timely Warning Notifications will typically include the following information, unless issuing any of this information would compromise law enforcement efforts: date and time of incident; location of incident; nature of the crime; crime prevention and safety tips; security contact information; and other information deemed appropriate based on the incident. Western is not required to issue a Timely Warning Notifications for crimes reported to a professional counselor.

Timely Warning Notifications are typically issued for the following Uniform Crime Reporting Program (UCR) crime classifications:

- Murder/Non-Negligent Manslaughter
- Aggravated Assault (cases involving assaults by one person upon another with the intent of inflicting severe bodily injury, will be evaluated on a case-by-case basis to determine if the individual poses an ongoing threat to the larger Western community)
- Robbery involving force or violence (cases involving burglary or theft without threat or violence will typically not result in the issuance of a timely warning notice, but will be assessed on a case-by-case basis)
- Sexual Assault (all cases of sexual assault, including stranger and non-stranger/acquaintance cases, will be assessed by the EOT for potential issuance of a timely warning notice based on the facts of the case, when and where the incident occurred, when it was reported, and the amount of information known)
- Major incidents of arson
- Other Clery crimes and non-Clery crimes as determined by the President and/or members of the EOT as constituting a serious or continuous threat to personal safety

The decision to draft and issue a Timely Warning Notice will be made by the Security Manager and Dean of Students, or designees, in consultation with the EOT. Timely Warning Notifications are typically written and distributed by the Director of Marketing and Communications and the Director of Information Technology, or their designees. Notices are typically issued to all students and employees through any one or combination of the College e-mail system, computer announcements, TV monitor message boards, text messaging, public address announcements, social media platforms, classroom/office space announcements, signs posted in highly visible locations throughout the College, and/or College website ([www.westerntc.edu](http://www.westerntc.edu)) depending upon the circumstances. All students and employees receive the same notification regardless of their campus of attendance or employment. Timely Warning Notifications will specify which campuses are impacted by the crime incident.

For issues or crimes that do not rise to the level of serious or continuing threat to the campus community (ex. pattern of minor thefts or vandalism) but may impact the campus community, Campus Security Notifications may be issued by the Security Manager, Security Coordinator, Dean of Students, or their designees.

Any person on any Western campus with information warranting a Timely Warning Notification should report the circumstances to Security, by phone (608-785-9191) or in person at Coleman Center, Room 131 (La Crosse campus), and/or the campus front desk (all other campus locations).

**Annual Disclosure Statement:** The Annual Security and Fire Report is compiled by the Dean of Students, in compliance with the *Jeanne Cleary Disclosure of Campus Security Policy and Campus Crime Statistics Act*. Information for the report is gathered by the Student Life Office from the local law enforcement agencies surrounding all campus locations, Campus Coordinators from each campus, Security, Student Life, residence hall staff, club advisors, athletic coaches, and any designated Campus Security Authority.

Members of the Western community are encouraged to immediately report crimes or emergencies to the Security department, Campus Coordinators (regional locations) or Dean of Students/Title IX Coordinator for the purposes of including them in the annual statistical disclosure and assessing them for issuing a Timely Warning Notification or Emergency Notification, when deemed necessary.

Each year, the Dean of Students sends an e-mail notification to all students and employees that provides the website link to access the annual report. The report link is also published annually in the Student Handbook, which is available in hard copy form as well as on the College website ([www.westerntc.edu/student-rights-concerns-and-disclosures](http://www.westerntc.edu/student-rights-concerns-and-disclosures)). A link to the report is available on the Human Resource webpage for perspective employees and on the College website for perspective students. Hard copies of the report may be obtained at the Student Life Office (Room 100 in the Kumm Center, La Crosse Campus) or by calling 608-785-9445.

**Campus Security and Access:** During business hours, all campuses of Western (excluding the residence hall facility) will be open to students, staff, parents, contractors, and visitors/public. Restrictions on access to buildings by visitors and the public were implemented in late March 2020 due to the pandemic. Starting in March 2020, only buildings in which classes were meeting or services were offered were open to students and employees during the operational hours of the classes or services. Full access to campuses have been reinstated for the 2021-2022 academic year.

During normal operations, most facilities have individual hours, and the hours may vary depending on time of year. During non-business hours, all College facilities are secured, and access is permitted only through access control systems, or by admittance via Security or other authorized personnel. Keycard access for students and employees at all campuses is managed by the Security Manager, Security Coordinator and Safety and Access Control Officer.

Typical business hours during non-pandemic restrictions are as follows for each campus:

- La Crosse Campus – 6:30 a.m. to 10:00 p.m. Monday thru Thursday, 6:30 a.m. to 5:00 p.m. on Fridays, and 7:00 a.m. to 4:00 p.m. on Saturdays while classes are in session
- Independence Campus – 7:30 a.m. to 8:00 p.m. Monday thru Thursday and 7:30am to 4:00 p.m. on Friday while classes are in session
- Black River Falls, Mauston and Tomah Campuses - 7:30 a.m. to 10:00 p.m. Monday thru Thursday and 7:30am to 4:00 p.m. on Friday while classes are in session
- Sparta Campus – 7:30 a.m. to 5:00 p.m. Monday thru Friday while classes are in session
- Vehicle Technology Center – 6:50 a.m. to 5:00 p.m. Monday thru Friday while classes are in session
- Viroqua Campus – 7:30 a.m. to 10:00 p.m. Monday thru Wednesday, 7:30 a.m. to 8:00 p.m. Thursday, and 7:30 a.m. to 4:00 p.m. Friday while classes are in session

Western Residence Hall is secured 24 hours a day, seven days a week, with access limited to only Residence Hall staff; residents and approved guests; authorized College staff including Physical Plant, Information Services, Security, Student Life Coordinator, and Dean of Students; and designated contractors approved by Physical Plant and/or Residence Hall staff. Access is controlled via a key card access system.

The College Security Department is located on the La Crosse Campus in Coleman Center, Room 131. The phone number is (608) 785-9191 (59191 on any campus phone). Security is staffed 24 hours a day, 7 days a week, including holidays.

**Security Considerations Used in the Maintenance of Campus Facilities:** On the La Crosse Campus and Vehicle Technology Center, Security Officers conduct routine patrols of campus buildings and properties, non-campus properties, and public properties adjacent to the campus, to evaluate and monitor security and safety related matters. On all regional locations, the Campus Coordinators and/or Physical Plant staff or contractors conduct routine reviews of facilities to evaluate and monitor security and safety related matters.

All campuses and buildings are equipped with access control systems, and/or security camera systems. Security cameras are monitored periodically by authorized staff and Security Officers. The phone system at Western is programmed to send a notification to Security when 9-1-1 is dialed from a campus phone. The message will identify location of the call and the assigned owner of the extension.

Security considerations in maintaining campus facilities include providing limited hours of operation for all facilities, enforcing access control policies, ensuring adequate staffing, providing telephone call boxes that contact Security for emergency assistance in campus buildings and the parking ramp, and conducting regular security surveys of facilities. Security surveys examine issues related to landscaping, access control, alarm systems, lighting, and communications. Surveys are conducted by Security staff and Physical Plant staff. Issues are discussed monthly at the Risk Management Steering Committee meetings, with pressing issues being addressed in a timely manner by the Physical Plant and Security departments. Crime Prevention through Environmental Design (CPTED) evaluations are conducted on all campus facilities on a regular basis, as well as new development projects.

**Authority of Security Department:** The Security department is comprised of the Security Manager, Security Coordinator, Senior Security Officers and Student Security Officers. Although none of the employees of the Security Department have arrest powers, they do have the authority to enforce all campus policies, and work closely with federal, state, and local law enforcement agencies to report any criminal activity taking place in the Western Clery Geography. The Security Department maintains a strong working relationship with state and local police agencies, including City of La Crosse Police, La Crosse County Sheriff, Monroe County Sheriff, Sparta Police, Tomah Police, Viroqua Police, Vernon County Sheriff, University of Wisconsin-La Crosse Police, Independence Police, Black River Falls Police, Mauston Police, and the Viroqua Police departments. The Security Department has jurisdiction to operate on Western owned or controlled properties, and in collaboration with the University of Wisconsin-La Crosse Police department, the Health Science Center in La Crosse.

**Local Jurisdiction Contact Information:**

Black River Falls Police	(715) 284-9155
City of La Crosse Police	(608) 785-5962
Independence Police	(715) 985-3055
Juneau County Sheriff	(608) 847-5649
La Crosse County Sheriff	(608) 785-9629
Mauston Police	(608) 847-6363
Monroe County Sheriff	(608) 269-2117
Sparta Police	(608) 269-3122
Tomah Police	(608) 374-7400
Trempealeau County Sheriff	(715) 538-2311
UW-La Crosse Police	(608) 789-9000
Vernon County Sheriff	(608) 637-2123
Viroqua Police	(608) 637-2121



Members of the Western community are encouraged to immediately report crimes or emergencies to the Security department, Campus Coordinators (regional locations) or Dean of Students for the purposes of including them in the annual statistical disclosure and assessing them for issuing a timely warning notice, when deemed necessary. The Security Department maintains a Daily Crime log which is available to the public for review Monday through Friday, 8:30 a.m. to 4:30 p.m., excluding holidays, at the Security office, Room 131 in the Coleman Center on the La Crosse campus.

The College's security staff does not have arrest authority. All incidents of a criminal nature will be investigated by the College administration and, in appropriate cases, reported to local or state law enforcement agencies for action. All reports of a criminal nature involving students as the alleged party will be forwarded to the Dean of Students office for possible adjudication. Reports involving employees or contractors as the alleged parties will be forwarded to Human Resources for possible adjudication.

Western does not have memoranda of understanding with local and state law enforcement agencies, but does have verbal agreements with the agencies listed above, giving them authority to investigate allegations of a criminal nature occurring on or near any Western campus or non-campus property. It is the policy of the College to encourage accurate and prompt reporting of all crimes to the Security Department and appropriate law enforcement agencies, including when the victim elects to, or is unable to, make such a report.

Certified counselors in the Counseling department, when acting as such, are not considered to be a campus security authority and are not required to report crimes for inclusion into the annual security report. They are encouraged to inform persons they are counseling of the procedures to report crimes on a voluntary or private basis for inclusion in the annual disclosure of crime statistics.

## Daily Crime Log

The Security Department creates, maintains and makes available the daily crime log upon request. The purpose of the daily crime log is to record criminal incidents and alleged criminal incidents that are reported to or identified by campus security personnel. The information contained in the Crime Log typically includes the date and time incident reported, date incident occurred, type of crime, general location, and action taken. Requests to review the daily crime log for the current calendar year can be made at the Security Office, Coleman Center Room 131, or directly to the Security Manager, Brooke Bahr, anytime between 8:30 a.m and 5:30 p.m. Monday through Friday, except holidays. Requests to review any of the previous 3 calendar years are available for public inspection within two days of request. Formal requests can be made to Brooke Bahr, 608-789-6165 or [bahr@westernnc.edu](mailto:bahr@westernnc.edu).

**Security Procedures Education:** Western Technical College provides information to students and employees about College security procedures and practices, encourages them to be responsible for their own safety and the safety of others, and informs them about crime prevention through the following programs and publications:

Programs:

- a. Campus Escort Service available daily
- b. Bi-annual Night Walk Lighting Survey
- c. Security surveys
- d. Daily patrols of College facilities by Security staff at the La Crosse campus

- e. Sexual assault, dating violence, domestic violence and stalking awareness programs throughout the academic year
- f. Alcohol and Other Drug Prevention programs throughout academic year
- g. New Student Orientation sessions prior to the start of each term
- h. Residence Hall Orientation at the beginning of each term
- i. New Employee Orientation at the beginning of each term
- j. CPTED evaluations of each facility
- k. Upstander Intervention training
- l. Annual Cops and Donuts program in the Fall term

Publications:

- a. Employee Handbook
- b. Student Handbook
- c. Residence Hall Handbook
- d. Student Organization Handbook
- e. Handouts from La Crosse Police Department
- f. College Website
- g. Safety emails sent to students, staff and faculty each term

One of the essential ingredients of a successful crime prevention program is providing information. It is the intent of Western to inform students and employees of good crime prevention and security awareness practices.

During the 2020-2021 academic year, Western offered approximately ten (10) crime prevention and security awareness programs. Topics such as personal safety, situational awareness, residence hall security, theft prevention, bike registration, alcohol and drug abuse awareness, sexual assault prevention, and healthy relationships are some examples of programs offered during the prior academic year. Due to the pandemic, in person programs and learning was suspended in March 2020.

All crime prevention and security awareness programs encourage students and employees to be responsible for their own security and the security of others. Participants in these programs are encouraged to be aware of their surroundings, recognize security or suspicious issues, and call Security to report suspicious or concerning behavior. For additional questions regarding crime prevention, contact the Security Manager at 608-789-6165 or the Security Coordinator at 608-789-6151.

**Non-Campus Security Authority:** Western Technical College does not have any recognized non-campus locations of organizations officially recognized by the college. Campus Security works with local police agencies to monitor and record information about criminal activity concerning students and employees when off campus for College sanctioned activities.

**Alcohol and Drug Policy:** The possession, use, storage, distribution, solicitation, purchase, manufacture, or sale of alcohol and controlled substances are regulated by Western Technical College in accordance with: (1) the Drug-free Schools Act, (2) the Drug Free Workplace Act, (3) applicable provisions of federal, state, and municipal law, and (4) WTCS District policies. The possession, use, storage, distribution, solicitation, purchase, manufacture, or sale of alcohol and controlled substances on College property are strictly prohibited. Violations of this policy will be referred to the Dean of Students or Student Life Coordinator for conduct action for student violations, to Human Resources for employee violations, and/or to local law enforcement. The Security Department and Residence Life Staff have primary

responsibility for the enforcement of State underage drinking laws as well as the enforcement of Federal and State drug laws.

**Drug Free Schools and Communities Act:** In compliance with the Drug Free Schools and Communities Act, Western publishes information regarding the College's policies, procedures and educational programs related to drug and alcohol abuse prevention. This information includes information related to sanctions for violations of federal, state, and local laws and College policy; a description of the health risks associated with alcohol and other drug use; and a description of available treatment programs for Western students and employees. A complete description of these topics, as provided in the College's annual notification to students and employees, is available on Western's website under Student Rights, Concerns and Disclosures – [Drug and Alcohol Abuse Prevention Program \(DAAP\)](#).

The Western Counseling Center provides alcohol and other drug assessment, short term individual counseling, and referral services to students and staff. The Student Activities/AODA Specialist provides alcohol and other drug prevention efforts throughout the College that includes dissemination of information and materials, educational programs and referrals.

In calendar year 2020, there were no fatalities on campus or part of any college activities related to alcohol or drug violations. A total of sixteen (16) violations of the drug and alcohol policy occurred on campus or part of any college activities in 2020. The sanctions for the violations included, warning, referral to the college's AODA educational program, fines, community service, paper, removal from class, non-academic probation, non-academic restrictions such as inability to host guests in residence hall, and eviction from the residence hall.

**Disclosure to Alleged Victims of Crimes of Violence:** Western Technical College will disclose, upon written request, to the reporting party of a crime of violence or non-forcible sex offenses, the report on the results of any disciplinary proceedings conducted by the college against the person who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, Western Technical College will provide the results of the disciplinary proceeding to the victim's next of kin.

## **Domestic Violence, Dating Violence, Sexual Assault and Stalking Reporting and Prevention:**

Western Technical College will not tolerate and prohibits sexual assault, rape and/or sexual misconduct, domestic violence, dating violence, and stalking (as defined by the Clery Act) in any form. Western is committed to maintaining a positive teaching and learning environment that values all members of the college community. Western is dedicated to informing the college community of our programs to address awareness and prevention of sexual assault, domestic violence, dating violence and stalking, through New Student Orientation, New Employee Orientation, residence hall programming, and ongoing education by Wellness Center and Student Life staff. Information pertaining to sexual assault, domestic violence, dating violence, stalking and consent definitions, campus and community resources, risk reduction strategies, and bystander intervention education are included at the end of this section. Literature on sexual assault, domestic violence, dating violence and stalking resources, reporting options, and prevention is available through the Student Life Office and the Counseling Services office.

### Domestic Violence, Dating Violence, Sexual Assault and Stalking Prevention Programs:

The College engages in comprehensive, intentional, and integrated programming initiatives, strategies, and campaigns, intended to end dating violence, domestic violence, sexual assault and stalking that:

- A. Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and
- B. Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees, and ongoing awareness and prevention campaigns for students and employees that include:

- A statement that Western prohibits the crimes of domestic violence, dating violence, sexual assault and stalking (as defined by the Clery Act);
- Federal and state definitions of domestic violence, dating violence, sexual assault and stalking;
- Definition of consent in Wisconsin as used by the College, and actions that do and do not constitute consent;
- A description of safe and positive options for bystander intervention;
- Information on risk reduction;
- Information regarding:
  - Procedures a victim should follow if a crime of domestic violence, dating violence, sexual assault or stalking should occur;
  - How Western will protect the confidentiality of victims and other involved parties;
  - Existing college and community resources related to counseling, victim advocacy, mental health, health care, visa and immigration assistance, financial aid, and other services for victim;
  - Options for and how to request changes to academic, living, transportation, and working situations, and how to request protective measures;
  - Procedures for Western's disciplinary action in cases of domestic violence, dating violence, sexual assault and stalking

### Primary Prevention and Awareness Programs:

These programs include presenting information and materials during new student and new employee orientations, providing programs by invitation at division meetings and in academic courses, distribution of the Student Handbook to new students and employees, and online program of video and information for new employees.

Specifically, the College offered the following **primary prevention and awareness programs** for all **incoming students** in the 2020-2021 academic year:

Name of Program	Date Held	Location Held	Which Prohibited Behavior* Covered?
Gender Discrimination/Sexual Misconduct Webpage	Online	Online	Sexual Assault (SA)
Violence Prevention Webpage	Online	Online	DoV; DaV; SA; S
New Student Orientation	Online	online	DoV; DaV; SA; S

\*DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault, and S means Stalking

Western offered the following **primary prevention and awareness programs** for **all new employees** in academic year 2020-2021:

Name of Program	Date Held	Location Held	Which Prohibited Behavior* Covered?
Gender Discrimination/Sexual Misconduct Webpage	Online	Online	Sexual Assault (SA)
Violence Prevention Webpage	Online	Online	DoV; DaV; SA; S
Harassment and Discrimination Prevention Training	Online	Online	DoV; DaV; SA; S
New Employee Orientation	November 2020 and May 2021	Online	DoV; DaV; SA; S

\*DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault, and S means Stalking

**Ongoing Prevention and Awareness Programs:**

Western has developed an annual educational campaign consisting of: in-person presentations to division meeting and academic classes as invited; promotion of local and national domestic violence and sexual assault awareness campaigns; residence hall programs; an annual wellness fair; every other year participation in the National College Health Assessment (NCHA); presentations by the Student Life staff; and distribution of printed materials.

Western offered the following **ongoing awareness programs** for **students and employees** in academic year 2020-2021:

Name of Program	Target Audience	Date Held	Location Held	Which Prohibited Behavior* Covered?
Gender Discrimination/Sexual Misconduct Webpage	Both	Online	Online	Sexual Assault (SA)

Violence Prevention Webpage	Both	Online	Online	DoV; DaV; SA; S
Sexual Safety Bingo	Both	October 2020	Online	DoV; DaV; SA; S
Wellness Fair	Both	October 2020	Online	DoV; DaV; SA; S
Residence Hall Programs	Students	Various	Residence Hall	DoV; DaV; SA; S
Be Safe, Be Mine	Students	February 2021	Online	DoV; DaV; SA
Spring Fling Sexual Safety Trivia	Students	April 2021	Online	DoV; DaV; SA; S

**Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault or Stalking Occurs:**

After an incident of sexual assault, dating violence, domestic violence or stalking, the victim should get to a safe place as soon as possible. Victims are encouraged to be seen by medical professionals who can assess any injuries and collect evidence. Mayo Clinic Health System or Gundersen Health System in La Crosse offer trained Sexual Assault Nurse Examiners (SANE) who are trained to provide forensic examinations, education and support to victims of sexual assault or domestic or dating violence. In Wisconsin, evidence may be collected and stored even if you chose not to make a report to law enforcement. Evidence can be collected up to five (5) days after an assault. Ideally, a victim of sexual assault should not bathe, douche, smoke, use the toilet, or change clothing prior to a medical exam. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted infections.

Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to Western investigators or police, should they choose to report. In circumstances of sexual assault, it is important to not clean the bed, linens or area where they were assaulted if the offense occurred within the past 96 hours so that evidence may be preserved that may assist in the adjudication process or may be helpful in obtaining a protection order.

**Involvement of Law Enforcement and Campus Authorities:**

Although Western strongly encourages all members of its community to report incidents of domestic violence, dating violence, sexual assault and stalking to law enforcement and Campus Security, it is the victim’s choice whether or not to make such a report. Victims have the right to decline to notify law enforcement. However, members of Western’s Student Life and/or Counseling staff will assist any victim with notifying law enforcement if the victim desires to report. Law enforcement may also be reached directly by calling the local agency with jurisdiction depending on where the incident occurred or by calling 9-1-1. Contact information for local law enforcement agencies is listed under Authority of Security Department earlier in this document.

### Reporting Incident of Domestic Violence, Dating Violence, Sexual Assault and Stalking:

Victims of domestic violence, sexual assault, stalking or dating violence are encouraged to report the incident promptly to the Title IX Coordinator, Shelley McNeely (Student Life Office, Room 100, 608-785-9880 or [mcneelys@westernnc.edu](mailto:mcneelys@westernnc.edu)), and Campus Security (Coleman Center, Room 131, 608-785-9191 or [security@westernnc.edu](mailto:security@westernnc.edu)) by calling, emailing or coming into the office to report in person. Reports of all domestic violence, dating violence, sexual assault and stalking made to Campus Security will automatically be referred to the Title IX Coordinator for review, regardless if the complainant chooses to pursue criminal or college charges. The Title IX Coordinator will work with the reporting party to discuss options and rights.

Victims may choose for an investigation to be pursued through the criminal justice system and/or the College disciplinary procedure system, or make a private report to the College. A private report allows Western to ensure steps are taken to provide services and resources to the victim, as well as preserve the future safety of students and employees without pursuing formal criminal or student conduct action. If a student or employee does not choose to report to law enforcement or the College disciplinary process, the information will be kept confidential to the fullest extent permitted by law and policy. The College will make every effort to balance privacy rights and the right to know when making decisions regarding what information to release to the campus community if deemed necessary for a timely warning. A student or employee who reports an incident of domestic violence, dating violence, sexual assault or stalking will be provided with a written explanation of their rights and options.

### Western Domestic Violence, Dating Violence, Sexual Assault and Stalking Procedures:

Western has procedures in place that serve to be sensitive to all parties involved in reports of sexual assault, domestic violence, dating violence, and stalking. Procedures include: informing individuals about their right to file criminal and/or college charges; the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance and other services on and/or off campus; and additional remedies to prevent contact between a complainant and a responding party, such as housing, academic, protective orders, transportation and working accommodations, if reasonably available. Western will make requested reasonable accommodations whether the complainant chooses to report the crime to Security or local law enforcement. The Title IX Coordinator will work with students requesting accommodations. Students should contact Shelley McNeely at [mcneelys@westernnc.edu](mailto:mcneelys@westernnc.edu), or (608) 785-9880. Employees should contact Megan Hoffman at [hoffmanm@westernnc.edu](mailto:hoffmanm@westernnc.edu), or (608) 785-9274.

If a report of domestic violence, dating violence, sexual assault or stalking in any form is reported to the College, the following procedures will be followed:

- Depending on when reported (immediate vs delayed report), Western will assist reporting party with obtaining medical care, if applicable
- Title IX Coordinator and Security Manager or Coordinator will assess immediate safety needs of the complainant

- Student Life or Counseling staff will assist with contacting local law enforcement and will provide contact information, if complainant requests
- Title IX Coordinator will provide complainant with information regarding their rights and reporting options
- Student Life or Counseling staff will provide complainant with referrals to on and off campus mental health providers
- Title IX Coordinator and Security Manager or Coordinator will assess the need to implement interim or long-term protective measures, if appropriate
- Title IX Coordinator or Security Manager or Coordinator will provide complainant with written information on how to preserve evidence
- Title IX Coordinator will provide the complainant with a written explanation of their rights and options, including the right to receive information on how Western will protect the confidentiality of the complainant and other involved parties; information about victim services on campus and in the community; information about requesting accommodations and protective measures; and an explanation of procedures used for disciplinary actions
- Title IX Coordinator will provide a mutual “No Contact” and/or “No Trespass” order to involved parties, if deemed appropriate
- Title IX Coordinator will provide written instructions on how to apply for a Protective Order
- Title IX Coordinator will provide a written copy of the policy related to domestic violence, dating violence, sexual assault or stalking to the complainant and provide an overview of the investigative and resolution process and timelines
- Title IX Coordinator will inform the complainant of the outcome of the investigation, whether or not the alleged violator will be disciplinarily charged, and the outcome of any disciplinary proceedings should the complainant choose to file a formal complaint
- Title IX Coordinator will inform the complainant of their right to be free from any retaliatory behavior, and the immediate action that will be taken by Western against any party that retaliates against a person for making a complaint or assisting in the investigation of a sex-based discrimination allegation

The Title IX Coordinator will assign a trained investigator to conduct a prompt, fair, and impartial investigation. The investigation will be reviewed by the Title IX Coordinator, or designee, for determination of appropriate College action(s) up to and including implementing the Title IX hearing process, the Student Code of Conduct hearing process or employee discipline process. Investigators from the Student Life Office are trained annually on issues related to sexual assault, domestic violence, dating violence and stalking; trauma informed investigations; how to conduct unbiased investigations; and College disciplinary processes.

Procedures for student conduct disciplinary proceedings are published in the Student Handbook and on the Western website. In conduct hearings related to sexual assault, domestic violence, dating violence or stalking allegations, the complainant is entitled to the same supports as the responding party in the student conduct hearing process. Also, both complainant and responding party are informed



simultaneously, in writing, of the investigative report, the hearing outcomes, appeal results, and/or any changes regarding the student conduct process or results. A student found in violation of violating the Student Code of Conduct related to sexual assault, domestic violence, dating violence or stalking could be referred for criminal action, and may be suspended or expelled from the College. The standard of evidence used in the Student Code of Conduct Hearing Procedure is more likely than not that the responding party violated the Student Code of Conduct.

**Rights of Victims and Western’s Responsibilities for Orders of Protection, “No Contact” Orders, Restraining Orders, or Similar Lawful Orders Issued by a Criminal, Civil or Tribal Court or by Western:**

Western complies with Wisconsin law in recognizing orders of protection. Any person who obtains an order of protection or other lawful order, should provide a copy to the Security Department. The Security Manager or Security Coordinator will meet with the complainant to develop a safety plan to reduce risk of harm to the complainant while on campus or coming to and going from campus or college related activities. This plan may include, but is not limited to, safety escorts, special parking arrangements, changing classroom or work location or times, and allowing for alternate methods of instruction or assignment submissions. Other reasonable accommodations will be considered upon request. If it is determined that the terms of an order have been violated, local law enforcement will be notified at the complainant’s request. Western Technical College cannot apply for a legal order of protection, no contact order or restraining order for a complainant. The complainant is required to apply directly with the applicable jurisdiction for these services. Western can assist in providing the information regarding jurisdiction and appropriate contact.

Western may issue an institutional mutual no contact order if deemed appropriate or at the request of the complainant or responding party. If Western receives a report that such institutional no contact order has been violated, the college will initiate the appropriate disciplinary proceedings (student or employee) and will impose sanctions if the alleged violator is found responsible for violating the order.

**Accommodations and Protective Measures Available for Victims:**

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, Western will provide written notification to students and employees about accommodations available to them, including academic, living, protective orders and working situations. The written notification will include information regarding the accommodation options, available assistance in requesting accommodations, and how to request accommodations and protective orders (i.e. the notification will include the name and contact information for the individual or office that should be contacted to request the accommodations).

At the reporting party’s request, Western will work cooperatively to assist in obtaining accommodations. If reasonably available, the reporting party may be offered changes to academic, living, working or transportation situations, or other protective measures regardless if the reporting party chooses to report the crime to Security or local law enforcement. Examples of accommodations may include, change in section of class, withdrawing from a class and taking it at a later time, changing

residence hall room (if on campus student), changing work hours or location, and alternate parking arrangements.

To request changes to academic, living, working situations or protective measures, a student complainant should contact the Title IX Coordinator, Shelley McNeely, at (608) 785-9880, or email at [mcneelys@westernnc.edu](mailto:mcneelys@westernnc.edu) . A complainant who is an employee of Western should contact the Manger of Employment, Compensation and Compliance, Megan Hoffman at (608) 785-9274, or email [hoffmanm@westernnc.edu](mailto:hoffmanm@westernnc.edu).

A complainant who wishes to receive assistance in requesting these accommodations may contact the Student Life Office at (608) 785-9445 or the Human Resources Office at (608) 785-9077.

### On and Off Campus Services for Victims:

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, Western will provide written notification to students and employees about existing assistance with, and/or information about, obtaining resources and services including counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and assistance in notifying local law enforcement. These resources include the following:

On Campus	Type of Service	Service Provider	Contact Information
Counseling	Personal/Mental Health	Counseling Student Health Center	(608) 785-9553 (608) 785-8558
Health	Health	Student Health Center	608) 785-8558
Mental Health	Counseling/Psychiatric	Student Health Center	608) 785-8558
Victim Advocacy	Counseling and Referral	Counseling	(608) 785-9553
Legal Assistance	Referral	Student Life	(608) 785-9445
Student Financial Aid	Emergency funding	Financial Aid	(608) 785-9579
Visa and Immigration	Referral	Learner Transition and Support	(608) 789-4724

Off Campus	Type of Service	Service Provider	Contact Information
Counseling	Personal/Mental Health	Great Rivers 211 EAP (Employees) – Gundersen	211 or 1-800-362-9255 (608) 775-4780
Health	General health and SANE	Mayo Health System – Safe Path	(608) 791-7804 (608) 775-5950

		Gundersen Health Sexual Assault Services	
Mental Health	Referral	Great Rivers 211 EAP (Employees) – Gundersen	211 or 1-800-362-9255 (608) 775-4780
Victim Advocacy	Advocacy	Mayo Health System – Safe Path Gundersen Health Sexual Assault Services New Horizons Victim Witness – La Crosse County Victim Witness- Jackson County Victim Witness Monroe County Victim Witness Juneau County Victim Witness Trempealeau County Victim Witness Vernon County National Domestic Abuse Hotline RAINN – Rape, Abuse, and Incest National Network	(608) 791-7804 (608) 775-5950 (608) 791-2600 (608) 785-9608 (715) 284-0239 (608) 269-8779 (608)847-9388 (715) 538-2311 ext. 421 or 279 (608) 637-5357 1-800-799-SAFE 24/7 Hotline 1-800-656-HOPE 24/7 Hotline
Legal Assistance	Referral Legal Assistance	New Horizons La Crosse County District Attorney (DA) Jackson County DA Monroe County DA Juneau County DA Trempealeau County DA	(608) 791-2600 (608) 785-9604 (715) 284-0242 (608) 269-8780 (608) 847-9314 (608) 847-9314 (715) 538-2311 ext. 278

		Vernon County DA	(608) 637-5357
Visa and Immigration	Referral	US Immigration and Citizenship Services	1-800-375-5283

Other resources available to persons who report being the victim of sexual assault, domestic violence, dating violence, or stalking, include:

<https://www.rainn.org/>– Rape, Abuse and Incest National Network

<https://www.justice.gov/ovw> - Office of Violence Against Women, Department of Justice

<https://www2.ed.gov/about/offices/list/ocr/index.html> - Office of Civil Rights, Department of Education

### Confidentiality:

Complainants may request that directory information on file with the College be withheld by completing and submitting a [Request to Withhold Directory Information](#) to the Registrar’s Office or contacting the Registrar, Sandy Peterson at (608) 785-9207.

Regardless of whether a complainant has opted-out of allowing the College to share “directory information,” personally identifiable information about the complainant and other necessary parties will be treated as confidential and only shared with persons who have a specific need-to-know, i.e., those who are investigating/adjudicating the report or those involved in providing support services to the complainant, including accommodations and protective measures. By only sharing personally identifiable information with individuals on a need-to-know basis, the institution will maintain as confidential, any accommodations or protective measures provided to the complainant to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

Western does not publish the name of crime victims or other identifiable information regarding victims in the Daily Crime Log or in the annual crime statistics that are disclosed in compliance with the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*. Furthermore, if a Timely Warning Notification is issued on the basis of a report of domestic violence, dating violence, sexual assault or stalking, the name of the victim and other personally identifiable information about the victim will be withheld.

### Adjudication of Violations:

Western’s disciplinary process includes a prompt, fair, and impartial investigation and resolution process. In all instances, the process will be conducted in a manner that is consistent with the institution’s policy, and that is transparent to the reporting party and the responding party. Usually, the resolution of domestic violence, dating violence, sexual assault and stalking complaints are completed within 60 days of the report. However, each proceeding allows for extensions of timeframes for good

cause with written notice to the reporting party and the responding party of the delay and the reason for the delay. College officials involved in the investigation or adjudication of domestic violence, dating violence, sexual assault and stalking complaints are trained annually on the issues related to domestic violence, dating violence, sexual assault, and stalking as well as how to conduct an investigation and hearing process that protects the safety of the victim and promotes accountability. Furthermore, each policy provides that:

- The reporting party and the responding party will have timely notice for meetings at which the reporting party and the responding party, or both, may be present;
- The reporting party, responding party and appropriate officials will have timely and equal access to any information that will be used during formal and informal disciplinary meeting and hearings;
- The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the reporting party or the responding party;
- The reporting party and the responding party will have the same opportunities to have others present during any institutional disciplinary proceeding. The reporting party and the responding party each have the opportunity to be advised by an advisor of their choice at any stage of the process and to be accompanied by that advisor to any related meeting or proceeding. The College will not limit the choice of advisor or presence for either the reporting party or the responding party in any meeting or institutional disciplinary proceeding. Advisory capacity is defined as the ability to provide advice directly to the person to whom they are advising, and not advocate on behalf of the person to the disciplinary panel or any other participant in the disciplinary process;
- The reporting party and the responding party will be notified simultaneously, in writing, of the any initial, interim and final decision of any disciplinary proceeding; and
- Where an appeal is permitted under the applicable policy, the reporting party and the responding party will be notified simultaneously in writing, of the procedures and conditions for the appeal. When an appeal is filed, the reporting party and the responding party will be notified simultaneously in writing of any change to the outcome prior to the decision becoming final, as well as of the final result once the appeal is resolved.

Whether or not criminal charges are filed, the College or a person may file a complaint under the following policies, depending upon the status of the responding party (student or employee):

**Non-Academic Code of Conduct Hearing Process for Adjudication of Domestic Violence, Dating Violence, Sexual Assault and Stalking Allegations by a Student:**

A victim of domestic violence, dating violence, sexual assault or stalking may file a complaint against a student alleged violator by making a report to the Dean of Students or submitting a report online through the [Sexual Misconduct/Gender Discrimination Reporting Form](#). Western's policies and procedures regarding domestic violence, dating violence, sexual assault or stalking, as well as the Student Code of Conduct Procedures can be found under [Student Code of Conduct Policy](#) on Western's

website ([westerntc.edu](http://westerntc.edu)) under the Student Rights and Concerns page. A hard copy of the policy and procedure can be requested from the Student Life Office, Kumm Center Room 100 or by calling (608) 785-9445.

Upon notification that an alleged violation of the domestic violence, dating violence, sexual assault or stalking policy has occurred, the investigation shall immediately begin in accordance to due process to determine if the alleged behavior may violate college policies. The Title IX Coordinator will review the investigation to make such determination. If it is determined that the alleged behavior may violate college policies, the Student Code of Conduct Procedure will be initiated. No other process is utilized to adjudicate allegations of domestic violence, dating violence, sexual assault or stalking misconduct involving a student violator.

As part of the investigation, the reporting party and responding student shall be notified of the possible violation specific to the Student Code of Conduct, and be notified in writing of the place, time, and date of a conduct hearing to review the allegations. The reporting party and responding student shall receive said notification by mail, student email, or personal delivery.

The conduct hearing committee will be assembled by the Dean of Students or designee, and will be composed of an academic dean and two Western staff or faculty members who have no previous knowledge of the allegation(s). Hearing panel members will be chosen from a pool members trained annually by the Dean of Students. The Dean of Students or designee will appoint a non-voting chair of the hearing panel to ensure procedures are followed through the hearing. In cases where Title IX regulations apply, the conduct hearing process may be referred to a third party contractor for adjudication in consultation with the Title IX Coordinator.

The hearing shall commence no less than 48 hours nor more than seven (7) calendar days from the date the responding student receives the above notice. Delivery is considered to be confirmed when it is sent to the designated student email address. Formal rules, such as applied in civil or criminal courts, are not utilized in conduct hearings. The hearing shall commence at the notified date and time whether or not the responding student is present, and a decision will be made by in absentia. Responding students failing to attend the hearing forfeit their right to present information on their behalf, to ask questions of persons presenting information, and to appeal the outcome.

At the hearing before the panel, the responding student shall have the right to present a statement on their behalf, call witnesses, and to ask questions of any person presenting information at the hearing through their advisor. If the presenter is uncomfortable with direct questioning, all questions will proceed through the hearing chair or advisor. The responding student has the right to be represented in an advisory capacity by legal counsel, if the student chooses. Advisory capacity is defined as the ability to provide advice directly to the student only, and not advocate on behalf of the student to the conduct panel or any persons presenting information. Responding students who choose to be represented by legal counsel are responsible for retaining their own counsel, as well as informing the College in a timely manner about their intent to bring counsel to the hearing. Should a student fail to notify the College in a timely manner, defined as at least two (2) business days prior to the hearing, the College reserves the

right to postpone the hearing for up to seven (7) calendar days so that arrangements can be made for legal representation of the College to be present. An advocate, other than legal counsel, (for responding student and/or reporting party) with nonspeaking participation shall be allowed for support. The hearing will be closed to all members of the campus and outside communities except for those directly involved with the complaint. All information presented at the hearing is considered private and subject to FERPA regulations. An audio recording of the hearing will be made to ensure accurate information should the outcome be appealed.

In hearings involving allegations of sexual assault, interpersonal violence or stalking, the reporting party is entitled to the same supports and rights as the responding student.

Based upon all the information provided regarding the allegation, the hearing panel will determine whether it is more likely than not that the student's behavior violated college policies. If it is determined that a violation did occur, the panel will decide as to what, if any, sanctions, suspensions and/or dismissals should be imposed. The panel will issue a written statement to the student informing them of the decision. In hearings regarding sexual assault, interpersonal violence or stalking, the decision will be delivered to both the reporting party and the responding student simultaneously. Student conduct outcomes shall not be changed if any pending related criminal charges are dismissed or altered.

A student shall not be suspended or dismissed prior to the written statement of the panel except by order of one of the Vice Presidents of the College or designee. Immediate suspension, pending the hearing, may be authorized for the safety of the student or for the protection of other students, faculty, staff or college property.

In Non-Academic Code of Conduct hearings involving allegations of violations of the domestic violence, dating violence, sexual assault or stalking policies, protective measures are available for the reporting party during the hearing process. Possible protective measures include, but are not limited to, no contact orders, remote participation during hearing process via telephone or video conferencing, use of a privacy screen, separate waiting areas during hearing, or safety escorts. Protective measures will be discussed with the reporting party by the Title IX Coordinator as part of the process overview, and can be requested at any time prior to the commencement of the hearing.

**Sanctions:**

Sanctions for violations of the domestic violence, dating violence, sexual assault or stalking policies that may be imposed include, but are not limited to, written warning, non-academic probation for a set time period, restitution, loss of privileges or eligibility restriction, behavioral assessment/referral, restriction to access areas or campuses, no contact order, suspension or expulsion.

**Appeal:**

No appeal shall be permitted unless specific allegations are set forth in the appeal alleging a lack of due process or other specific error or omission that could significantly alter the outcome or findings. The appeal is limited to issues related to: sanction(s) that is substantially disproportionate to the severity of the violation; failure to follow written student conduct procedures; significant error or omission that

could impact the finding and/or sanction outcome; new information unavailable at the time of the hearing that could impact the finding and/or sanction outcome; or evidence of bias by the any member of the hearing panel. The appealing party may request access to review the recording prior to submitting the written appeal.

The appealing party shall file with the Office of the President a written appeal, setting forth with specificity the grounds on which the appeal is based. The written appeal shall bear the original signature of the appealing party and shall be filed with the Office of the President within ten (10) calendar days of the date the written decision was delivered. Delivery is considered to be confirmed when it is sent to the designated student email address. Appeals received after the appeal deadline will not be considered and the decision and any sanction will stand. In appeals regarding sexual assault, interpersonal violence or stalking, both the reporting party and the responding student shall be informed about the process and outcome of the appeal.

The President or designee shall decide the appeal no later than thirty (30) days after the appeal has been filed with the Office of the President. The President or designee will conduct an initial review to determine if the appeal meets the grounds for appeal.

If the appeal does not meet the grounds for appeal standard, the original finding and sanction will stand, and the decision will be final. If the appeal has standing, the President or designee determines whether to refer the appeal to an Appeals Panel or to remand it to the original hearing panel within five (5) business days. If the referral is made to the Appeals Panel, the President or designee will coordinate with the Dean of Students to select Panel members from the hearing panel pool. Appeal Panel members for consideration must not have served on the original hearing panel or been involved in any aspect of the incident investigation and must be properly trained in appeals procedures.

The President or designee will provide clear instructions for consideration based solely on the granted appeal grounds and will not be a full re-hearing of the incident. On reconsideration, the Appeals Panel or original decision-maker may affirm or change the findings and/or sanctions of the original hearing according to the permissible grounds. All decisions by the Appeal Panel or original decision-makers shall be made within five (5) business days of submission to the appeal body and are final.

#### **Employee Discipline Process for Adjudication of Domestic Violence, Dating Violence, Sexual Assault and Stalking Allegations by an Employee:**

A victim of domestic violence, dating violence, sexual assault or stalking may file a complaint against a employee alleged violator by making a report to Human Resources or submitting a report online through the [Sexual Misconduct/Gender Discrimination Reporting Form](#). If the victim is a student, a report can also be made to the Dean of Students. Western's policies and procedures regarding domestic violence, dating violence, sexual assault or stalking can be found in the [Student Handbook](#) on Western's website ([www.westerntc.edu](http://www.westerntc.edu)) under the Student Rights and Concerns page. A hard copy of the policy can be requested from the Student Life Office, Kumm Center Room 100 or by calling (608) 785-9445.



Upon notification that an alleged violation of the domestic violence, dating violence, sexual assault or stalking policy has occurred, the investigation shall immediately begin in accordance to due process to determine if the alleged behavior may violate college policies. The Title IX Coordinator (employee) will review the investigation to make such determination. If the allegation involves a student as the victim, the Title IX Coordinator (student) and Title IX Coordinator (employee) will collaborate on the investigation. If it is determined that the alleged behavior may violate college policies, the Title IX Coordinator (employee) will provide the Director of Human Resource will all pertinent information to initiate the employee discipline process. For situations in which the victim is a student, the student can elect to file a formal grievance through the [Student Grievance Process](#). The grievance process can be found in the [Student Handbook](#) on Western's website ([www.westernnc.edu](http://www.westernnc.edu)) under the Student Rights and Concerns page. A hard copy of the policy can be requested from the Student Life Office, Kumm Center Room 100 or by calling (608) 785-9445.

The Director of Human Resources will meet with the employee and, if desired, an employee representative, to review the all information pertinent to the allegation. The employee will have an opportunity to provide a statement on their behalf. The Director of Human Resources will follow all applicable employment laws when it comes to adjudicating employee allegations of misconduct. Written documentation will be placed in the employee file.

Employees found to have violated the Code of Ethics will be disciplined, up to and including discharge. Disciplinary actions may include: written reprimand, reduction in pay or position, suspension without pay, and/or discharge.

### College-Initiated Protective Measures

In addition to those protective measures previously described, the Title IX Coordinator or their designee will determine whether interim interventions and protective measure should be implemented, and, if so, take steps to implement those protective measures as soon as possible. Examples of interim protective measures include but are not limited to: a college order of no contact, residence hall relocation, adjustment of course or work schedules, a leave of absence, or reassignment to a different supervisor or position. These remedies may be applied to one, both, or multiple parties involved. Violations of the Title IX Coordinator's directives and/or protective measures will constitute related violations that may lead to additional disciplinary action. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by Western Technical College.

### Federal Clery Act Definitions of Domestic Violence, Dating Violence, Sexual Assault and Stalking:

The Clery Act defines the crimes of domestic violence, dating violence, sexual assault and stalking as follows:

- **Domestic Violence:**

- i. A Felony or misdemeanor crime of violence committed—
      - A) By a current or former spouse or intimate partner of the victim;
      - B) By a person with whom the victim shares a child in common;
      - C) By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
      - D) By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
      - E) By any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
    - ii. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.
  - **Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.
    - i. The existence of such a relationship shall be based on the reporting party’s statement 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.
    - ii. For the purposes of this definition—
      - A) Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
      - B) Dating violence does not include acts covered under the definition of domestic violence.
    - iii. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.
  - **Sexual Assault** An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI’s Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is “any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.”
    - **Rape** is defined as the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
    - **Fondling** is defined as the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
    - **Incest** is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
    - **Statutory Rape** is defined as sexual intercourse with a person who is under the statutory age of consent.
  - **Stalking:**
    - i. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—
      - A) Fear for the person’s safety or the safety of others; or
      - B) Suffer substantial emotional distress.

- For the purposes of this definition—
- *Course of conduct* means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property.
- *Reasonable person* means a reasonable person under similar circumstances and with similar identities to the victim.
- *Substantial emotional distress* means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
- For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

### Jurisdictional Definitions of Domestic Violence, Dating Violence, Sexual Assault and Stalking

- **Domestic Violence:** The state of Wisconsin defines domestic violence as any of the following engaged in by an adult person against his or her spouse or former spouse, against an adult with whom the person resides or formerly resided or against an adult with whom the person has a child in common:
  1. Intentional infliction of physical pain, physical injury or illness.
  2. Intentional impairment of physical condition.
  3. A violation of s. 940.225 (1), (2) or (3).
  4. A physical act that may cause the other person reasonably to fear imminent engagement in the conduct described under subd. 1., 2. or 3.
    - (b) “Law enforcement agency” has the meaning specified in s. 165.83 (1) (b).
    - (d) “Party” means a person involved in a domestic abuse incident.
    - (e) “Predominant aggressor” means the most significant, but not necessarily the first, aggressor in a domestic abuse incident
- **Dating Violence:** The state of Wisconsin does not have a definition of dating violence
- **Sexual Assault:**
  - (1) First degree sexual assault: Whoever does any of the following is guilty of a Class B felony:
    - (a) Has sexual contact or sexual intercourse with another person without consent of that person and causes pregnancy or great bodily harm to that person.
    - (b) Has sexual contact or sexual intercourse with another person without consent of that person by use or threat of use of a dangerous weapon or any article used or fashioned in a manner to lead the victim reasonably to believe it to be a dangerous weapon.
    - (c) Is aided or abetted by one or more other persons and has sexual contact or sexual intercourse with another person without consent of that person by use or threat of force or violence.
  - (2) Second degree sexual assault: Whoever does any of the following is guilty of a Class C felony:
    - (a) Has sexual contact or sexual intercourse with another person without consent of that person by use or threat of force or violence.

(b) Has sexual contact or sexual intercourse with another person without consent of that person and causes injury, illness, disease or impairment of a sexual or reproductive organ, or mental anguish requiring psychiatric care for the victim.

(c) Has sexual contact or sexual intercourse with a person who suffers from a mental illness or deficiency which renders that person temporarily or permanently incapable of appraising the person's conduct, and the defendant knows of such condition.

(cm) Has sexual contact or sexual intercourse with a person who is under the influence of an intoxicant to a degree which renders that person incapable of giving consent if the defendant has actual knowledge that the person is incapable of giving consent and the defendant has the purpose to have sexual contact or sexual intercourse with the person while the person is incapable of giving consent.

(d) Has sexual contact or sexual intercourse with a person who the defendant knows is unconscious.

(f) Is aided or abetted by one or more other persons and has sexual contact or sexual intercourse with another person without the consent of that person.

(g) Is an employee of a facility or program under s. 940.295 (2) (b), (c), (h) or (k) and has sexual contact or sexual intercourse with a person who is a patient or resident of the facility or program.

(h) Has sexual contact or sexual intercourse with an individual who is confined in a correctional institution if the actor is a correctional staff member. This paragraph does not apply if the individual with whom the actor has sexual contact or sexual intercourse is subject to prosecution for the sexual contact or sexual intercourse under this section.

(i) Has sexual contact or sexual intercourse with an individual who is on probation, parole, or extended supervision if the actor is a probation, parole, or extended supervision agent who supervises the individual, either directly or through a subordinate, in his or her capacity as a probation, parole, or extended supervision agent or who has influenced or has attempted to influence another probation, parole, or extended supervision agent's supervision of the individual. This paragraph does not apply if the individual with whom the actor has sexual contact or sexual intercourse is subject to prosecution for the sexual contact or sexual intercourse under this section.

(j) Is a licensee, employee, or nonclient resident of an entity, as defined in s. 48.685 (1) (b) or 50.065 (1)(c), and has sexual contact or sexual intercourse with a client of the entity.

(3) Third degree sexual assault:

(a) Whoever has sexual intercourse with a person without the consent of that person is guilty of a Class G felony.

(b) Whoever has sexual contact in the manner described in sub. (5) (b) 2. or 3. with a person without the consent of that person is guilty of a Class G felony.

(3m) Fourth degree sexual assault. Except as provided in sub. (3), whoever has sexual contact with a person without the consent of that person is guilty of a Class A misdemeanor.

(4) Consent: "Consent", as used in this section, means 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. Consent is not an issue in alleged violations of sub. (2) (c), (cm), (d), (g), (h), and (i). The following persons are presumed incapable of consent but the presumption may be rebutted by competent evidence, subject to the provisions of s. 972.11 (2):

(b) A person suffering from a mental illness or defect which impairs capacity to appraise personal conduct.

(c) A person who is unconscious or for any other reason is physically unable to communicate unwillingness to an act.

(5) Definitions: In this section:

(abm) "Client" means an individual who receives direct care or treatment services from an entity.

(acm) "Correctional institution" means a jail or correctional facility, as defined in s. 961.01 (12m), a juvenile correctional facility, as defined in s. 938.02 (10p), or a juvenile detention facility, as defined in s. 938.02 (10r).

(ad) "Correctional staff member" means an individual who works at a correctional institution, including a volunteer.

(ag) "Inpatient facility" has the meaning designated in s. 51.01 (10).

(ai) "Intoxicant" means any alcohol beverage, hazardous inhalant, controlled substance, controlled substance analog, or other drug, or any combination thereof.

(ak) "Nonclient resident" means an individual who resides, or is expected to reside, at an entity, who is not a client of the entity, and who has, or is expected to have, regular, direct contact with the clients of the entity.

(am) "Patient" means any person who does any of the following:

1. Receives care or treatment from a facility or program under s. 940.295 (2) (b), (c), (h) or (k), from an employee of a facility or program or from a person providing services under contract with a facility or program.

2. Arrives at a facility or program under s. 940.295 (2) (b), (c), (h) or (k) for the purpose of receiving care or treatment from a facility or program under s. 940.295 (2) (b), (c), (h) or (k), from an employee of a facility or program under s. 940.295 (2) (b), (c), (h) or (k), or from a person providing services under contract with a facility or program under s. 940.295 (2) (b), (c), (h) or (k).

(ar) "Resident" means any person who resides in a facility under s. 940.295 (2) (b), (c), (h) or (k).

(b) "Sexual contact" means any of the following:

1. Any of the following types of intentional touching, whether direct or through clothing, if that intentional touching is either for the purpose of sexually degrading; or for the purpose of sexually humiliating the complainant or sexually arousing or gratifying the defendant or if the touching contains the elements of actual or attempted battery under s. 940.19 (1):

a. Intentional touching by the defendant or, upon the defendant's instruction, by another person, by the use of any body part or object, of the complainant's intimate parts.

- b. Intentional touching by the complainant, by the use of any body part or object, of the defendant's intimate parts or, if done upon the defendant's instructions, the intimate parts of another person.
  2. Intentional penile ejaculation of ejaculate or intentional emission of urine or feces by the defendant or, upon the defendant's instruction, by another person upon any part of the body clothed or unclothed of the complainant if that ejaculation or emission is either for the purpose of sexually degrading or sexually humiliating the complainant or for the purpose of sexually arousing or gratifying the defendant.
  3. For the purpose of sexually degrading or humiliating the complainant or sexually arousing or gratifying the defendant, intentionally causing the complainant to ejaculate or emit urine or feces on any part of the defendant's body, whether clothed or unclothed.
- (c) "Sexual intercourse" includes the meaning assigned under s. 939.22 (36) as well as cunnilingus, fellatio or anal intercourse between persons or any other intrusion, however slight, of any part of a person's body or of any object into the genital or anal opening either by the defendant or upon the defendant's instruction. The emission of semen is not required.
- (d) "State treatment facility" has the meaning designated in s. 51.01 (15).
- (6) Marriage not a bar to prosecution. A defendant shall not be presumed to be incapable of violating this section because of marriage to the complainant.
- (7) Death of victim. This section applies whether a victim is dead or alive at the time of the sexual contact or sexual intercourse.

- **Stalking:**

- (1) In this section:
  - (a) "Course of conduct" means a series of 2 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 subds. 1. to 9.

(am) "Domestic abuse" has the meaning given in s. 813.12 (1) (am).

(ap) "Domestic abuse offense" means an act of domestic abuse that constitutes a crime.

(c) "Labor dispute" includes any controversy concerning terms, tenure or conditions of employment, or concerning the association or representation of persons in negotiating, fixing, maintaining, changing or seeking to arrange terms or conditions of employment, regardless of whether the disputants stand in the proximate relation of employer and employee.

(cb) "Member of a family" means a spouse, parent, child, sibling, or any other person who is related by blood or adoption to another.

(cd) "Member of a household" means a person who regularly resides in the household of another or who within the previous 6 months regularly resided in the household of another.

(cg) "Personally identifiable information" has the meaning given in s. 19.62 (5).

(cr) "Record" has the meaning given in s. 19.32 (2).

(d) "Suffer serious emotional distress" means to feel terrified, intimidated, threatened, harassed, or tormented.

(2) Whoever meets all of the following criteria is guilty of a Class I felony:

(a) The actor intentionally engages in a course of conduct directed at a specific person that would cause a reasonable person under the same circumstances to suffer serious emotional distress or to fear bodily injury to or the death of himself or herself or a member of his or her family or household.

(b) The actor knows or should know that at least one of the acts that constitute the course of conduct will cause the specific person to suffer serious emotional distress or place the specific person in reasonable fear of bodily injury to or the death of himself or herself or a member of his or her family or household.

(c) The actor's acts cause the specific person to suffer serious emotional distress or induce fear in the specific person of bodily injury to or the death of himself or herself or a member of his or her family or household.

(2e) Whoever meets all of the following criteria is guilty of a Class I felony:

(a) After having been convicted of sexual assault under s. 940.225, 948.02, 948.025, or 948.085 or a domestic abuse offense, the actor engages in any of the acts listed in sub. (1) (a) 1. to 10., if the act is directed at the victim of the sexual assault or the domestic abuse offense.

(b) The actor knows or should know that the act will cause the specific person to suffer serious emotional distress or place the specific person in reasonable fear of bodily injury to or the death of himself or herself or a member of his or her family or household.

(c) The actor's act causes the specific person to suffer serious emotional distress or induces fear in the specific person of bodily injury to or the death of himself or herself or a member of his or her family or household.

(2m) Whoever violates sub. (2) is guilty of a Class H felony if any of the following applies:

(a) The actor has a previous conviction for a violent crime, as defined in s. 939.632 (1)

(e) 1., or a previous conviction under this section or s. 947.013 (1r), (1t), (1v), or (1x).

- (b) The actor has a previous conviction for a crime, the victim of that crime is the victim of the present violation of sub. (2), and the present violation occurs within 7 years after the prior conviction.
- (c) The actor intentionally gains access or causes another person to gain access to a record in electronic format that contains personally identifiable information regarding the victim in order to facilitate the violation.
- (d) The person violates s. 968.31 (1) or 968.34 (1) in order to facilitate the violation.
- (e) The victim is under the age of 18 years at the time of the violation.

(3) Whoever violates sub. (2) is guilty of a Class F felony if any of the following applies:

- (a) The act results in bodily harm to the victim or a member of the victim's family or household.
- (b) The actor has a previous conviction for a violent crime, as defined in s. 939.632 (1) (e) 1., or a previous conviction under this section or s. 947.013 (1r), (1t), (1v) or (1x), the victim of that crime is the victim of the present violation of sub. (2), and the present violation occurs within 7 years after the prior conviction.
- (c) The actor uses a dangerous weapon in carrying out any of the acts listed in sub. (1) (a) 1. to 9.

(3m) A prosecutor need not show that a victim received or will receive treatment from a mental health professional in order to prove that the victim suffered serious emotional distress under sub. (2)(c) or (2e) (c).

(4)

(a) This section does not apply to conduct that is or acts that are protected by the person's right to freedom of speech or to peaceably assemble with others under the state and U.S. constitutions, including, but not limited to, any of the following:

1. Giving publicity to and obtaining or communicating information regarding any subject, whether by advertising, speaking or patrolling any public street or any place where any person or persons may lawfully be.
2. Assembling peaceably.
3. Peaceful picketing or patrolling.

(b) Paragraph (a) does not limit the activities that may be considered to serve a legitimate purpose under this section.

(5) This section does not apply to conduct arising out of or in connection with a labor dispute.

(6) The provisions of this statute are severable. If any provision of this statute is invalid or if any application thereof is invalid, such invalidity shall not affect other provisions or applications which can be given effect without the invalid provision or application.

**Upstander (Bystander) Intervention:** Upstander intervention encourages all members of the Western community to recognize, intervene, prevent and/or stop any inappropriate comments, actions or behaviors related to sexual assault, sexual misconduct, domestic violence, dating violence and/or stalking. As a bystander, it is important to:

- Notice the incident or event – educate yourself about issues related to sexual assault, domestic violence, dating violence and stalking in order to be aware of the behaviors and educate others.
- Evaluate the situation – determine whether it is an emergency or at least a situation where someone needs immediate assistance.



- Intervene – give help at an appropriate and safe level. Others are more likely to help when they see others helping as well. Don't assume someone else will take care of it.
- Ways to help – help the person leave the situation, redirect the focus somewhere else, confront the behavior, engage a conversation, or call for other support/security/law enforcement.

Tips for Intervening:

- Approach in a friendly, non-confrontational manner.
- Avoid using violence.
- Be honest and direct whenever possible.
- Recruit help if necessary.
- Keep yourself safe.
  - Contact police if things get out of hand or become too serious.

**Risk Reduction:**

With no intent to victim blame and recognizing that only abusers are responsible for their abuse, the following are some strategies to reduce one's risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, [www.rainn.org](http://www.rainn.org))

1. **Be aware** of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. Try to **avoid isolated areas**. It is more difficult to get help if no one is around.
3. **Walk with purpose**. Even if you don't know where you are going, act like you do.
4. **Trust your instincts**. If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.
5. **Try not to load yourself down** with packages or bags as this can make you appear more vulnerable.
6. **Make sure your cell phone is with you** and charged and that you have cab money.
7. **Don't allow yourself to be isolated** with someone you don't trust or someone you don't know.
8. **Avoid putting music headphones in both ears** so that you can be more aware of your surroundings, especially if you are walking alone.
9. **When you go to a social gathering, go with a group of friends**. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
10. **Trust your instincts**. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
11. **Don't leave your drink unattended** while talking, dancing, using the restroom, or making a phone call. If you've left your drink alone, just get a new one.
12. **Don't accept drinks from people you don't know or trust**. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from the punch bowls or other large, common open containers.
13. **Watch out for your friends, and vice versa**. If a friend seems out of it, is way too intoxicated for the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately.

14. **If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).** Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
15. If you need to get out of an uncomfortable or scary situation here are some things that you can try:
  - a. **Remember that being in this situation is not your fault.** You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.
  - b. **Be true to yourself.** Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.
  - c. **Have a code word with your friends or family** so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
  - d. **Lie.** If you don't want to hurt the person's feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.
16. **Try to think of an escape route.** How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
17. **If you and/or the other person have been drinking,** you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

**Sexual Offender Registration:** The *Campus Sex Crimes Prevention Act* (section 1601 of Public Law 106-386) is a federal law enacted in 2000 that provides for the registration and notification of convicted sex offenders enrolled at or employed by institutions of higher education. As provided in the Wetterling Act (amended by the CSCPA), any person required to register as part of a state sex offender registration program must notify the state regarding each institution of higher education in which the person is an employee or student. Sex offender information in the State of Wisconsin is compiled by the Department of Corrections (DOC). To learn the identity of registered sex offenders on or near campus, or anywhere in Wisconsin, visit <http://offender.doc.state.wi.us/public/> or in Minnesota, visit <https://por.state.mn.us/PORAbout.aspx> or in Iowa visit Iowa - <http://www.iowasexoffender.com/>.

Registered sex offenders, who are students at Western, are obligated to notify the Dean of Students (Kumm Center, Room 100) that they are attending a class or a program at the college and are registered with the Wisconsin Department of Corrections or appropriate state registration agency. Failure to notify the college is deemed to be a violation of the Student Code of Conduct and is subject to possible conduct sanctions. A student is defined as any person who attends and/or is enrolled in any classes or program at the College. Registered sex offenders, who are employees at Western, are obligated to notify the Human Resources Office as part of their background check requirement for employment.

Western will publish links to the above listed websites to share information about registered sexual offenders reported to Western as being enrolled, or employed at the College. This information is

provided to the College by local law enforcement. The College does not independently verify sex offender registration information, nor is it responsible for its accuracy. Unlawful use of the information for purposes of intimidation or harassment is prohibited.

When notified by local law enforcement, Western Technical College has established the following procedures for notifying the campus community about sex offenders on any campus/location depending on the established offender risk level. (\*See the link below to learn more about the three offender risk levels.)

1. The Western Security Manager will coordinate with local law enforcement personnel to ensure that the College has relevant and current sex offender information.
2. The Western Care Team will review all relevant and necessary information provided by law enforcement personnel to assess any safety issues posed for the college community.
3. The Western Care Team will determine the level of notification to be released to members of the college community. The College will follow the same notification level utilized by local law enforcement based on level of concern for community safety.

\*Wisconsin Department of Corrections Sex Offender Registry: In addition to allowing citizens to search for information on those who may be registered offenders, this site explains the Registry, Sex Offender Program and risk levels. <http://doc.wi.gov/community-resources/wi-sex-offender-registry>

## Fire Safety Statement and Annual Fire Statistics:

**Fire Safety Systems:** Western has one (1) on-campus student housing facility. It is a six-story, suite-style residence hall located on the northeast corner of the La Crosse campus.

Residential Facilities	Fire Alarm Monitoring Done On Site	Partial <sup>1</sup> Sprinkler System	Full <sup>2</sup> Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans/Placards	Number of Evacuation (fire) drills each calendar year
Western Residence Hall – 820 La Crosse Street	Alarm monitoring is done through Fire Protection Services	N/A	Yes	Yes – hardwired in each room and common space within the suite as well as common public areas of building	Yes – one located by the elevators on each floor	Yes – posted in each suite by the phone and posted on each floor by the elevators	2

<sup>1</sup> Partial Sprinkler System is defined as having sprinklers in the common areas only.

<sup>2</sup> Full Sprinkler system is defined as having sprinklers in both the common areas and individual rooms.

The building is equipped with fire notification systems (both sound and strobe), pull stations, a NFPA Standard 13 designated sprinkler system, smoke detectors in each room as well as common areas, and fire extinguishers on each floor. The smoke detectors are hard wired into the electrical system with battery backup.

An annual Fire Log is maintained in the Student Life Office (K-100) which includes information related to any fires occurring in campus housing, any injuries or deaths from fires in on campus housing, and the value of any property damage due to fire. A record of all fire drills and tests of the fire system are maintained in the Security Office, Coleman Center, Room 131 on the La Crosse Campus.

**Fire Safety Training and Education:** Fire safety procedures are addressed at mandatory residence hall orientation at the beginning of each term. Western collaborates with the local fire department to provide educational resources on campus during the first week of classes fall semester. Supervised fire evacuation drills are conducted once each term by Residence Hall and Security staff. The residence hall staff conducted two (2) successful virtual fire drills in 2020-2021 academic year.

**Fire Alarm Procedure:** The following is the procedure to follow in case of fire alarm in the residence hall. It is your responsibility to learn the emergency fire procedures.

**IN CASE OF FIRE:**

1. Set off fire alarm via the closest pull station (Note: Pull stations are located on each floor and by each exit.
2. Call **911** and give exact location (building address is **820 La Crosse Street**)
3. Immediately evacuate the building by the closest available exit
4. **DO NOT use elevators**
5. If stairway contains smoke or fumes, use an alternative stairway exit
6. Once outside, move to the meeting location (Lot H)
7. **DO NOT RE-ENTER building** until an "all clear" signal is given by Residence Hall or Security staff

*If you are unable to leave the building due to a physical disability:*

- Go to nearest rescue assistance area located on the landing of each stairwell and activate the rescue assistance call button to signal your location.

If your door is hot or if corridor is full of smoke or flames, remain in your room, place a rug or towel around the door, open your window, place an article of clothing outside the window to designate your location, and shout at regular interval to alert emergency crews as to your location.

**Fire Drill Procedure:**

1. Close the windows
2. Turn off lights
3. Close the door as you leave, but do not lock
4. Wear hard-soled shoes and coat if necessary
5. Exit according to evacuation plan posted in your room

Each room is equipped with a smoke detector for your protection. ***Tampering with the smoke detector in any way (e.g. unplugging it, covering the device, or removing the device) will lead to a \$300.00 fine.***

***Tampering with fire extinguishers, smoke detectors and alarms, or setting false fire alarms is subject to prosecution under Wisconsin Statutes, Chapter 941.12 & 941.13 with fines of up to \$10,000, imprisonment up to one year, or both.***

A small, non-electrical blaze can be extinguished with a fire extinguisher (located on each floor). An electrical fire (such as one caused by a frayed electrical cord) can be extinguished by removing the cord from the socket, and then using a fire extinguisher, blanket or rug to smother the flames. Never use water on electrical fires.

**Fire Safety Related Policies**

**Candles, Incense and Open Flames:** Candles, potpourri pots, incense or any open flame device are not allowed to be burned in the residence hall at any time.

**Electrical Appliances:** Sun lamps, heating coils, hot plates, air conditioners, neon lights, halogen lamps, space heaters, non-fused multi-plug outlets, and open coiled cooking appliances are prohibited in the residence hall. The only cooking appliances permitted in residence hall rooms are those with an automatic shut off mechanism such as microwave and coffee makers. Therefore, all toasters, grills, skillets, sandwich makers, popcorn poppers, hot pots, etc. are prohibited due to the fire hazard potential. Grounded surge protectors are the only extension cords/multi-plug outlets permitted in the residence hall.

**Hallways:** Due to potential fire hazards, safety concerns, and maintenance issues, objects may not be stored or left in hallways or stairways.

**Smoking :** All property of Western Technical College is a tobacco free environment. Therefore, no smoking or use of tobacco products will be permitted anywhere on Western property including the residence hall.

**Stairwell Doors:** All stairwell doors are fire doors and must remained closed at all times. Propping or disabling a fire door will result in a fine and/or student conduct action.

**Statistics and Related Information Regarding Fires in Residential Facilities for CY2018**

Residential Facilities (Name and Address)	Total Number of Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire (in USD)
Western Residence Hall – 820 La Crosse Street, La Crosse, WI	0	0	N/A	0	0	0

**Statistics and Related Information Regarding Fires in Residential Facilities for CY2019**

Residential Facilities (Name and Address)	Total Number of Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire (in USD)
Western Residence Hall – 820 La Crosse Street, La Crosse, WI	0	0	N/A	0	0	0

### Statistics and Related Information Regarding Fires in Residential Facilities for CY2020

Residential Facilities (Name and Address)	Total Number of Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire (in USD)
Western Residence Hall – 820 La Crosse Street, La Crosse, WI	0	0	N/A	0	0	0

**Reporting Fires:** Per federal law, Western is required to annually disclose statistical data on all fires that occur in on-campus student housing facilities. Therefore, if you encounter a live fire in the residence hall, you should immediately get to a safe place, then call 9-1-1 then Security (608-785-9191). Security and the Student Life Coordinator will investigate and document the incident for disclosure in the College’s annual fire statistics.

If you or any member of the Western community finds evidence of a fire that has been extinguished, and are unsure if Security has already responded, Security should be contacted immediately. Security and the Student Life Coordinator will investigate and document the incident for disclosure in the College’s annual fire statistics.

**Plans for Improvement to Fire Safety:** Besides annual review of policies and procedures related to fire safety, Western currently has no plans for future improvements related to fire safety.

### Missing Persons Procedure:

In accordance with the Higher Education Opportunity Act, Western has developed and will implement certain procedures to be followed when residential students are determined to be missing for 24 hours. Students living in campus housing may designate a person who can be notified in the event it is determined the student may be missing. Residence hall students can register the contact information with the Student Life Office, room 100 in the Kumm Center. All emergency contact information will remain confidential and will be housed in a secure file in the Dean of Student’s office.

Students residing in campus housing will be informed annually that they each have the option to identify a person to be designated as a confidential missing person contact to be notified by Western no later than 24 hours after the time the student is determined to be missing by the designated College officials authorized to make that determination (Security and the Dean of Students) or the local law enforcement

agency in which the student went missing. When students are informed of their option to provide a confidential contact, they are advised that their contact information will be registered confidentially, and that this information will be accessible only to authorized campus officials and law enforcement, and that it may not be disclosed outside of a missing person investigation.

Western will notify any missing student's confidential contact(s), if provided, within 24 hours of the determination that the student is missing. In the event a student under 18 years of age and not emancipated, Western will notify a custodial parent or guardian within 24 hours of the determination that the student is missing, in addition to notifying any additional contact person designated by the student. For all missing students, Western will notify the local law enforcement agency within 24 hours of the determination that the student is missing, unless the local law enforcement agency was the entity that made the determination that the student is missing.

Suspected missing students should be reported immediately to Security and/or the Dean of Students. If a member of the Western community has reason to believe a student may be missing or is concerned for a student's safety, the community member must contact the Dean of Students (room 100 in Kumm Center or 608-785-9880) or designee immediately. All possible efforts will be made to attempt to locate the student, including but not limited to, contacting the student directly, asking local law enforcement for a check of their welfare, and communicating with known friends and family. A student is determined to be missing when the Security Department have verified that reported information is credible and circumstances warrant declaring the person missing. Should the Security Department investigate and determine that a residential student is missing, contact will then be made to the missing person contact, if contact information has been provided, within twenty-four (24) hours of the determination that the student is missing by the Security Department and Dean of Students. Regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor, Western will inform the La Crosse Police Department that the student is missing within 24 hours.

The confidential contact may be a person designated by the student in addition to the declared emergency contact. Should the student not formally declare a separate missing person contact, the emergency contact on record will be notified.

If a residence hall student is determined to be missing for 24 hours, the College will work with the appropriate family members to assist in making an official missing person report to the law enforcement agency with jurisdiction.

## Emergency Notifications and Procedures Information

Western maintains an Emergency Response Plan that outlines responsibilities of campus units during emergencies. This plan outlines incident priorities, campus organization and specific responsibilities of particular units or positions.

College units are responsible for developing emergency response and continuity of operations plans for their areas and staff. Campus emergency management provides resources and guidance for the development of these plans.

Western has designated procedures to follow in case of most emergencies that could happen on campus. Although not every conceivable situation is address, the guidelines below can assist students,

staff, faculty and visitors cope with most campus emergencies. All students, staff faculty and visitors are expected to follow the established procedures to the best of their ability. Western will regularly test the emergency drills including annual testing of evacuation procedures. Copies of the Emergency Procedures Guide are located in every classroom and office on all Western campuses and are publicized annually in coordination with emergency drills.

Upon the confirmation of an emergency event that involves an immediate threat to the health or safety of members of the Western community, the College will immediately notify the campus community of the significant emergency or dangerous situation. Notifications may be withheld if they would compromise the efforts to safely contain the emergency or assist victims. The notification will be issued through any one or combination of the College e-mail system, computer announcements, TV monitor message boards, text messaging, public address announcements, classroom/office space announcements, College website ([www.westernc.edu](http://www.westernc.edu)) and social media platforms, and/or local media agencies, depending upon the circumstances. Face-to-face communication may also be used to communicate emergency information.

Students and staff/faculty can register their cell phones and/or home phones to receive emergency notifications at <https://www.getrave.com/login/westernc>. Students and employees are encouraged to update personal contact information with the College, including cell phone numbers, in order to be included in the RAVE alert system.

Western will initiate a test of its emergency response and notification procedures on at least an annual basis. Documentation of the test and/or any drills will be maintained in the Security Office (Coleman Center, Room 131).

In conjunction with other emergency agencies, the College conducts emergency response drills and exercises each year, such as table top exercises, field exercises, and tests of the emergency notification systems on campus. These tests, which may be announced or unannounced, are designed to assess and evaluate the emergency plans and capabilities of the institution. Each test is documented and includes a description of the exercise, the date and time of the exercise, and whether it was announced or unannounced.

The campus publicizes a summary of the emergency response and evacuation procedures via email at least once each year in conjunction with a test (exercise and drill) that meets all of the requirements of the Higher Education Opportunity Act.

### **EMERGENCY RESPONSE**

In all life threatening emergencies, 911 should be notified first, with a follow up call to Security (608-785-9191). Emergencies occurring at campuses other than La Crosse notification to the main office staff should be made after contacting 911.

Upon report of an emergency event, Security will act as first responders at the La Crosse and Vehicle Technology Center campuses. At the remaining campuses, the Campus Coordinator or designee will act as first responder in consultation with the Security Manager or Coordinator. The role of the first responder is to confirm there is a significant emergency. The Security Manager, or designee, will notify the Emergency Operations Manager (EOM) who will activate the Emergency Operations Team (EOT), if appropriate. The EOM will make the determination of who to notify and the content of the notification. The EOM will designate the team member to implement the notification system. Members of the EOT



with permission to initiate the notification system are: President, Vice Present for Finance and Operations, Vice President for Student Service and Engagement, Security Manager, Dean of Students, Director of Information Services, or designees.

The EOT will collaborate to determine the content of the message and will use some or all of the systems described previously in this section to communicate the threat to the Western community or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population. Western will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the judgment of the first responders (including, but not limited to: Security, Local PD, and/or the Local Fire and Emergency Medical Services), compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

The content of the message will vary depending on the situation. At a minimum, the messages will describe the emergency, provide basic instructions to the community and will direct them to where they can receive additional information. Messages are typically written and distributed by the Director of Marketing and Communications and the Director of Information Services, or their designees for all electronic and voice announcement systems.

Follow-up information will be distributed using some or all of the identified communication systems (except fire alarm).

The local news media may be utilized to disseminate emergency information to members of the larger community, including neighbors, parents and other interested parties. The larger community can also access emergency information via the Western homepage and/or social media.

In the event of an emergency:

- Take note of safety signs and evacuation routes
- Follow instructions of supervisors, faculty and/or emergency response teams

#### **A. ACTIVE SHOOTER – “RUN-HIDE-FIGHT”**

Run – If it is safe to do so, the first course of action that should be taken is to run out of the building and move far away until you are in a safe location. Students and staff should be trained to:

- Leave personal belongings behind.
- Visualize possible escape routes (including physically accessible routs for students and staff with disabilities and others with access and functional needs).
- Avoid elevators.
- Take others with you but do not stay behind if others will not go.
- Call 911 when safe to do so
- Let emergency responders know where you are located.

Hide – If running is not a safe option, hide in a safe as place as possible. Students and staff should be trained to hide in a location where the walls might be thicker and have fewer windows. In addition:

- Lock the doors or barricade the doors with heavy furniture;
- Close and lock the windows, and close blinds or cover windows;
- Turn off lights;
- Silence all electronic devices.
- Remain silent.
- Use strategies to silently communicate with first responders, if possible.
- Hide along the wall closest to the exit but out of the view from the hallway.
- Remain in place until given an all clear by identifiable law enforcement.

**Fight** – If neither running nor hiding is a safe option, as a last resort consider trying to disrupt or incapacitate the armed intruder by using aggressive force and items in your direct environment such as fire extinguishers, chairs, etc. Note: confronting an active shooter is never a requirement of any campus employee’s job. How each individual chooses to respond if directly confronted by an armed intruder is up to that person

## **B. BLOODBORNE PATHOGENS EXPOSURE**

Contact the security office at 59191 from a college phone or 608.785.9191

**DON'T TOUCH IT** Treat all human blood and bodily fluids as if known to be infectious for HIV, HBV, or other blood borne pathogens.

### **WEAR GLOVES**

Always wear gloves when touching blood or bodily fluids, mucous membranes or non-intact skin of an individual or when handling items or surfaces with blood or bodily fluids.

### **EXPOSURES**

If exposed to blood or bodily fluids, wash the exposed body part with soap and water or flush with water for 15 minutes if exposed to eyes, nose or mouth.

### **CLEAN-UP**

Appropriate personnel will be called for the clean-up and disposal of contaminants.

### **REPORT**

Report the incident to a supervisor or instructor. Complete an online incident report.

## **C. BOMB THREAT**

- Call Security at 59191 (college phone) or (608) 785-9191
- If you receive a call, try to keep caller on the line and note everything you hear and are told
- If you find a document or graffiti that communicates a threat, do not touch or move it
- If a suspicious object is found and there is possible imminent danger, CALL 911, follow evacuation procedures and do not move, jar or touch the object

- Immediately report the location and description of the object to Security at 59191 (college phone) or (608) 785-9191
- Information about the College's response to the threat will be communicated to students and employees in the most appropriate media (i.e. email, text message, website, etc.)

#### **D. CHEMICAL SPILLS/LEAK/ODORS**

- Known or Unknown Substance Spill
  - Avoid direct contact with the material.
  - Evacuate the area/building.
  - Contact the Security Office at 59191 or 608.785.9191.
- Natural Gas Leak or Unknown Odor
  - Follow evacuation procedure to evacuate the building.
  - Call 911 and report the incident.
  - Contact the Security Office at 59191 or 608.785.9191.

#### **E. EVACUATION**

An evacuation occurs when a building/fire alarm sounds or announced via phone system, emergency notification system, email, website or other communication device.

**Leave the building immediately by the nearest marked exit and alert others to do the same.**

- Close, but do not lock the doors.
- Turn off the lights.
- Take any personal belongings such as purses or backpacks with you.
- Assist people with disabilities in exiting the building.
- Do not use elevators to exit the building.

Once outside, move to a clear area that is at least 500 feet away from the affected building. Keep streets, fire lanes, hydrant areas and walkways clear for emergency vehicles and personnel.

Do not return to the building unless instructed to by authorized personnel.

#### ***Evacuation of persons with disabilities***

- If you are unable to leave the building due to a physical disability:
  - Go to the nearest inside area where there are no hazards.
  - Call 911 or contact Campus Security at 608-785-9191.
  - If possible, signal out the window to on-site emergency responders.
- To evacuate persons who are mobility impaired:
  - Inform individual of situation.
  - Always ask how you can help.
  - Move debris if necessary/possible to allow safe escape route.

- If unable to exit, move individual to designated evacuation location and inform emergency personnel.

## **F. FIRE EMERGENCY**

1. Call 911 and give exact location
2. Pull nearest fire alarm to evacuate building
3. Immediately evacuate the building by the closest available exit.
4. DO NOT use elevators
5. If stairway contains smoke or fumes, use an alternative stairway exit
6. Once outside move to a clear area at least 500 feet from the affected building
7. DO NOT RE-ENTER building until an “all clear” signal is given

### ***Evacuation of persons with disabilities***

- If you are unable to leave the building due to a physical disability:
  - Go to the nearest inside area where there are no hazards.
  - Call 911 or contact Campus Security at 608-785-9191.
  - If possible, signal out the window to on-site emergency responders.
- To evacuate persons who are mobility impaired:
  - Inform individual of situation.
  - Always ask how you can help.
  - Move debris if necessary/possible to allow safe escape route.
  - If unable to exit, move individual to as safe an area as possible and notify appropriate personnel of the individual’s location.

### **NOTE:**

If you become trapped in building and a window is available, place an article of clothing (shirt, coat, etc.) outside the window as a marker for rescue crews. If there is no window, stay near the floor as the air will be less toxic. Shout at regular intervals to alert emergency crews as to your location.

## **G. LOCKDOWN**

A lockdown will be announced via phone system, emergency notification system, email, website or other communication device.

- Go into a room (or stay in your classroom/office).
- Close and lock all doors and windows – interior and exterior. If you cannot lock the door, barricade it with desks, chairs, etc.
- Turn off all lights.
- Move all persons away from windows and doors.
- Occupants should be seated below window level (if possible).
- Remain silent. Turn off all radios and other devices that emit sound. Silence cell phones.
- If possible, one person in each room should write down the names of everyone present in that room.

- Everyone is to stay in their room and remain quiet until all clear notification is given by law enforcement, emergency management and/or college staff.
- DO NOT SOUND FIRE ALARM. Once in a lockdown, if the fire alarm sounds, DO NOT EXIT your safe area unless there is obvious danger from smoke and/or fire in your location. The hostile intruder may use the alarms in order to increase the amount of victims.

## H. MEDICAL EMERGENCY

- **Severely injured, ill, or unconscious person:**
  - Call 911 Always error on the side of safety
  - Notify security at 59191 (college phone) or 608.785.9191.
  - If possible, have someone meet and escort emergency responder to the scene.
  - Automated External Defibrillators (AEDs) are available in each building and with security personnel.
- **Questionable severity:**
  - If you are not sure how ill or injured a person is, call 911 immediately, then notify security at 59191 (college phone) or 608.785.9191. Always error on the side of safety.
  - A person may refuse transport in an ambulance, and if so must sign off with the ambulance personnel.
  - If a person refuses transport and signs off with the ambulance personnel, but still needs transportation to a medical facility for treatment; ONLY a friend, classmate, family member, taxi cab, or Western security personnel may transport to the medical facility. Once a person signs off with ambulance personnel, there is no longer considered to be a medical emergency.
  - (EXCEPT: *If a student/visitor is a minor (under 18 years of age), call 911 for any medical situation.*)
- **Person is conscious and alert but may need medical attention:**
  - Ask person if he or she needs an ambulance, if person says no, encourage the person to seek medical follow-up.
  - A friend, classmate, family member, taxi cab, or Western security personnel may transport to the clinic.
  - Notify security at 59191 (college phone) or 608.785.9191.
  - (EXCEPT: *If a student/visitor is a minor (under 18 years of age), call 911 for any medical situation.*)

## I. SEVERE WEATHER/TORNADO

When it has been determined that severe weather is in the area (emergency notification such as siren, phone or email), please follow the emergency procedure outlined below.

- Close all doors and proceed to the nearest designated shelter in your building.
- Assist people with disabilities to designated shelter
- **DO NOT USE AN ELEVATOR**

- **DO NOT OPEN WINDOWS OR GO OUTSIDE**
- Keep away from windows and doors and any glass fixtures
- Move to lowest floor and to the interior of the building, or to a designated shelter area
- Sit as low to the ground as possible and cover your head with your arms
- Wait for an announcement of the “all clear” before returning to your work area or classroom

**Tornado Watch:** Conditions are right for a tornado. Continue with normal activities, but monitor the situation.

**Tornado Warning:** A tornado has been sighted. Move calmly to the designated shelter area.

## **J. SHELTER-IN-PLACE**

Shelter-in-Place is used when chemical, biological, or radiological contaminants may have been released accidentally or intentionally into the environment. A Shelter-in-Place will be announced via phone system, emergency notification system, email, website, or other communication device.

- Do not leave the building
- Close and lock all windows, exterior doors, and any other openings to the outside.
- When possible, move to interior room(s) above the ground floor, with the fewest windows or vents. Avoid overcrowding a room or selecting a room with mechanical equipment such as a venting system or pipes.
- If you are told there is danger of explosion, close the windows shades, blinds or curtains.
- Write down the names of everyone in the room.
- Listen for an official announcement from college or emergency personnel officials and stay where you are until you are told all is safe or you are told to evacuate.
- Wait for an announcement of all clear before returning to your work area or leaving the building.

## **K. THREATENING/VIOLENT BEHAVIOR**

Immediate Threat (violent outbursts, weapons seen, physical altercation, etc.):

- Call 911 – give name, location and description of situation
- Call Campus security 59191 from college phone or 608-785-9191
- Calmly describe persons actions and appearance
- Do not personally intervene
- If possible, keep others from entering area
- Security personnel or designee will immediately report to location

Moderate Threat (raised voices, verbal altercation, suspicious behavior, etc.):

- Call Campus security 59191 from college phone or 608-785-9191
- Report incident with specific location and what is occurring
- Calmly describe persons actions and appearance
- Do not personally intervene

- Security personnel or designee will immediately report to location

**Concern of Potential Threat or Violence:**

- Contact Dean of Students at 59880 from college phone or 608-785-9880
- Or, meet with Dean of Students at Kumm Center room 100
- Describe incident and/or concern
- Or send email to the Care Team ([BIT@westerntc.edu](mailto:BIT@westerntc.edu)) describing concern

All incidents or reports of threatening/violent behavior will be investigated and assessed with appropriate actions taken.

**ANNUAL CRIME STATISTICS (By Campus):**

**La Crosse Campus:**

Primary Crimes	Year	On Campus	Noncampus	Public Property	Total	Residential Facilities*
Murder/Non Negligent Manslaughter	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
Manslaughter by Negligence	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
Rape	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	2	0	0	2	1
Fondling	2020	1	0	0	0	1
	2019	0	0	0	0	0
	2018	1	0	0	1	0
Incest	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
Statutory Rape	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
Robbery	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	1	1	0
Aggravated Assault	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
Burglary	2020	0	0	0	0	0
	2019	1	0	0	1	0
	2018	0	0	0	0	0
Motor Vehicle Theft	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	2	2	0
Arson	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0

Arrests and Referrals for Disciplinary Action	Year	On Campus	Noncampus	Public Property	Total	Residential Facilities*
	2020	0	0	1	1	0

Liquor Law Violation Arrests	2019	2	0	3	15	0
	2018	2	0	9	11	2
Drug Law Violation Arrests	2020	3	0	2	5	3
	2019	1	1	7	9	1
	2018	4	0	7	11	2
Weapons Law Violation Arrests	2020	1	0	0	1	1
	2019	0	0	0	0	0
	2018	0	0	1	1	0
Liquor Law Violation Referrals for Disciplinary Action	2020	13	0	0	13	12
	2019	31	0	0	31	31
	2018	9	0	0	9	9
Drug Law Violation Referrals for Disciplinary Action	2020	0	0	0	0	0
	2019	3	0	2	5	0
	2018	1	0	0	1	1
Weapons Law Violation Referrals for Disciplinary Action	2020	0	0	0	0	0
	2019	1	0	0	1	0
	2018	0	0	0	0	0

VAWA Offenses	Year	On Campus	Noncampus	Public Property	Total	Residential Facilities*
Domestic Violence	2020	0	0	0	0	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
Dating Violence	2020	1	0	0	1	0
	2019	0	0	0	0	0
	2018	0	0	0	0	0
Stalking	2020	0	0	0	0	0
	2019	3	0	0	3	1
	2018	1	0	0	1	0

\*Residential Facility crime statistics are a subset of the On Campus category, i.e., they are counted in both categories.

### UNFOUNDED CRIMES

If a crime is reported as occurring On Campus, in On-campus Residential Facilities, in or on Noncampus buildings or property, or on Public Property, and the reported crime is investigated by sworn or commissioned law enforcement authorities and found to be false or baseless, the crime is considered to be "unfounded."

The total number of unfounded crimes for the 2020 calendar year is 0.

The total number of unfounded crimes for the 2019 calendar year is 0.

The total number of unfounded crimes for the 2018 calendar year is 0.

### HATE CRIME REPORTING:

There were no reported Hate Crimes for 2018, 2019 or 2020

### Black River Falls Campus:

Primary Crimes	Year	On Campus	Public Property	Total
Murder/Non Negligent Manslaughter	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Manslaughter by Negligence	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Rape	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Fondling	2020	0	0	0



	2019	0	0	0
	2018	0	0	0
Incest	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Statutory Rape	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Robbery	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Aggravated Assault	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Burglary	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Motor Vehicle Theft	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Arson	2020	0	0	0
	2019	0	0	0
	2018	0	0	0

<b>Arrests and Referrals for Disciplinary Action</b>	<b>Year</b>	<b>On Campus</b>	<b>Public Property</b>	<b>Total</b>
Liquor Law Violation Arrests	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Drug Law Violation Arrests	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Weapons Law Violation Arrests	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Liquor Law Violation Referrals for Disciplinary Action	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Drug Law Violation Referrals for Disciplinary Action	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Weapons Law Violation Referrals for Disciplinary Action	2020	0	0	0
	2019	0	0	0
	2018	0	0	0

<b>VAWA Offenses</b>	<b>Year</b>	<b>On Campus</b>	<b>Public Property</b>	<b>Total</b>
Domestic Violence	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Dating Violence	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Stalking	2020	0	0	0
	2019	0	0	0
	2018	0	0	0

*\*Note: this campus has no residential facilities nor non-campus properties*

**UNFOUNDED CRIMES**

*If a crime is reported as occurring On Campus, in On-campus Residential Facilities, in or on Noncampus buildings or property, or on Public Property, and the reported crime is investigated by sworn or commissioned law enforcement authorities and found to be false or baseless, the crime is considered to be "unfounded."*

The total number of unfounded crimes for the 2020 calendar year is 0.

The total number of unfounded crimes for the 2019 calendar year is 0.

The total number of unfounded crimes for the 2018 calendar year is 0.

**HATE CRIME REPORTING:**

There were no reported Hate Crimes for 2018, 2019 or 2020

**Independence Campus:**

<b>Primary Crimes</b>	<b>Year</b>	<b>On Campus</b>	<b>Public Property</b>	<b>Total</b>
Murder/Non Negligent Manslaughter	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Manslaughter by Negligence	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Rape	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Fondling	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Incest	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Statutory Rape	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Robbery	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Aggravated Assault	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Burglary	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Motor Vehicle Theft	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Arson	2020	0	0	0
	2019	0	0	0
	2018	0	0	0

<b>Arrests and Referrals for Disciplinary Action</b>	<b>Year</b>	<b>On Campus</b>	<b>Public Property</b>	<b>Total</b>
Liquor Law Violation Arrests	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
	2020	0	0	0

Drug Law Violation Arrests	2019	0	0	0
	2018	0	0	0
Weapons Law Violation Arrests	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Liquor Law Violation Referrals for Disciplinary Action	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Drug Law Violation Referrals for Disciplinary Action	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Weapons Law Violation Referrals for Disciplinary Action	2020	0	0	0
	2019	0	0	0
	2018	0	0	0

<b>VAWA Offenses</b>	<b>Year</b>	<b>On Campus</b>	<b>Public Property</b>	<b>Total</b>
Domestic Violence	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Dating Violence	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Stalking	2020	0	0	0
	2019	0	0	0
	2018	0	0	0

*\*Note: this campus has no residential facilities nor non-campus properties*

#### UNFOUNDED CRIMES

*If a crime is reported as occurring On Campus, in On-campus Residential Facilities, in or on Noncampus buildings or property, or on Public Property, and the reported crime is investigated by sworn or commissioned law enforcement authorities and found to be false or baseless, the crime is considered to be "unfounded."*

The total number of unfounded crimes for the 2020 calendar year is 0.

The total number of unfounded crimes for the 2019 calendar year is 0.

The total number of unfounded crimes for the 2018 calendar year is 0.

#### HATE CRIME REPORTING:

There were no reported Hate Crimes for 2018, 2019 or 2020

#### Mauston Campus:

<b>Primary Crimes</b>	<b>Year</b>	<b>On Campus</b>	<b>Public Property</b>	<b>Total</b>
Murder/Non Negligent Manslaughter	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Manslaughter by Negligence	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Rape	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Fondling	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Incest	2020	0	0	0

	2019	0	0	0
	2018	0	0	0
Statutory Rape	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Robbery	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Aggravated Assault	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Burglary	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Motor Vehicle Theft	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Arson	2020	0	0	0
	2019	0	0	0
	2018	0	0	0

<b>Arrests and Referrals for Disciplinary Action</b>	<b>Year</b>	<b>On Campus</b>	<b>Public Property</b>	<b>Total</b>
Liquor Law Violation Arrests	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Drug Law Violation Arrests	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Weapons Law Violation Arrests	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Liquor Law Violation Referrals for Disciplinary Action	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Drug Law Violation Referrals for Disciplinary Action	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Weapons Law Violation Referrals for Disciplinary Action	2020	0	0	0
	2019	0	0	0
	2018	0	0	0

<b>VAWA Offenses</b>	<b>Year</b>	<b>On Campus</b>	<b>Public Property</b>	<b>Total</b>
Domestic Violence	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Dating Violence	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Stalking	2020	0	0	0
	2019	0	0	0
	2018	0	0	0

*\*Note: this campus has no residential facilities nor non-campus properties*

## UNFOUNDED CRIMES

If a crime is reported as occurring On Campus, in On-campus Residential Facilities, in or on Noncampus buildings or property, or on Public Property, and the reported crime is investigated by sworn or commissioned law enforcement authorities and found to be false or baseless, the crime is considered to be "unfounded."

The total number of unfounded crimes for the 2020 calendar year is 0.

The total number of unfounded crimes for the 2019 calendar year is 0.

The total number of unfounded crimes for the 2018 calendar year is 0.

**HATE CRIME REPORTING:**

There were no reported Hate Crimes for 2018, 2019 or 2020

**Sparta Campus:**

<b>Primary Crimes</b>	<b>Year</b>	<b>On Campus</b>	<b>Noncampus</b>	<b>Public Property</b>	<b>Total</b>
Murder/Non Negligent Manslaughter	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Manslaughter by Negligence	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Rape	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Fondling	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Incest	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Statutory Rape	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Robbery	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Aggravated Assault	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Burglary	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Motor Vehicle Theft	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Arson	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0

<b>Arrests and Referrals for Disciplinary Action</b>	<b>Year</b>	<b>On Campus</b>	<b>Noncampus</b>	<b>Public Property</b>	<b>Total</b>
Liquor Law Violation Arrests	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Drug Law Violation Arrests	2020	1	0	0	1
	2019	0	0	0	0
	2018	0	0	0	0
	2020	0	0	0	0

Weapons Law Violation Arrests	2019	0	0	0	0
	2018	0	0	0	0
Liquor Law Violation Referrals for Disciplinary Action	2020	0	0	0	0
	2019	0	0	0	0
Drug Law Violation Referrals for Disciplinary Action	2020	0	0	0	0
	2019	0	0	0	0
Weapons Law Violation Referrals for Disciplinary Action	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0

VAWA Offenses	Year	On Campus	Noncampus	Public Property	Total
Domestic Violence	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Dating Violence	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
Stalking	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0

\*Note: this campus has no residential facilities

#### UNFOUNDED CRIMES

If a crime is reported as occurring On Campus, in On-campus Residential Facilities, in or on Noncampus buildings or property, or on Public Property, and the reported crime is investigated by sworn or commissioned law enforcement authorities and found to be false or baseless, the crime is considered to be "unfounded."

The total number of unfounded crimes for the 2020 calendar year is 0.

The total number of unfounded crimes for the 2019 calendar year is 0.

The total number of unfounded crimes for the 2018 calendar year is 0.

#### HATE CRIME REPORTING:

There were no reported Hate Crimes for 2018, 2019 or 2020

#### Tomah Campus:

Primary Crimes	Year	On Campus	Public Property	Total
Murder/Non Negligent Manslaughter	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Manslaughter by Negligence	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Rape	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Fondling	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Incest	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Statutory Rape	2020	0	0	0

	2019	0	0	0
	2018	0	0	0
Robbery	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Aggravated Assault	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Burglary	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Motor Vehicle Theft	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Arson	2020	0	0	0
	2019	0	0	0
	2018	0	0	0

<b>Arrests and Referrals for Disciplinary Action</b>	<b>Year</b>	<b>On Campus</b>	<b>Public Property</b>	<b>Total</b>
Liquor Law Violation Arrests	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Drug Law Violation Arrests	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Weapons Law Violation Arrests	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Liquor Law Violation Referrals for Disciplinary Action	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Drug Law Violation Referrals for Disciplinary Action	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Weapons Law Violation Referrals for Disciplinary Action	2020	0	0	0
	2019	0	0	0
	2018	0	0	0

<b>VAWA Offenses</b>	<b>Year</b>	<b>On Campus</b>	<b>Public Property</b>	<b>Total</b>
Domestic Violence	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Dating Violence	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Stalking	2020	0	0	0
	2019	0	0	0
	2018	0	0	0

*\*Note: this campus has no residential facilities nor non-campus properties*

#### UNFOUNDED CRIMES

*If a crime is reported as occurring On Campus, in On-campus Residential Facilities, in or on Noncampus buildings or property, or on Public Property, and the reported crime is investigated by sworn or commissioned law enforcement authorities and found to be false or baseless, the crime is considered to be "unfounded."*

The total number of unfounded crimes for the 2020 calendar year is 0.  
 The total number of unfounded crimes for the 2019 calendar year is 0.  
 The total number of unfounded crimes for the 2018 calendar year is 0.

**HATE CRIME REPORTING:**

There were no reported Hate Crimes for 2018, 2019 or 2020

**Vehicle Technology Center Campus:**

<b>Primary Crimes</b>	<b>Year</b>	<b>On Campus</b>	<b>Public Property</b>	<b>Total</b>
Murder/Non Negligent Manslaughter	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Manslaughter by Negligence	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Rape	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Fondling	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Incest	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Statutory Rape	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Robbery	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Aggravated Assault	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Burglary	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Motor Vehicle Theft	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Arson	2020	0	0	0
	2019	0	0	0
	2018	0	0	0

<b>Arrests and Referrals for Disciplinary Action</b>	<b>Year</b>	<b>On Campus</b>	<b>Public Property</b>	<b>Total</b>
Liquor Law Violation Arrests	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Drug Law Violation Arrests	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Weapons Law Violation Arrests	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
	2020	0	0	0



Liquor Law Violation Referrals for Disciplinary Action	2019	0	0	0
	2018	0	0	0
Drug Law Violation Referrals for Disciplinary Action	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Weapons Law Violation Referrals for Disciplinary Action	2020	0	0	0
	2019	0	0	0
	2018	0	0	0

<b>VAWA Offenses</b>	<b>Year</b>	<b>On Campus</b>	<b>Public Property</b>	<b>Total</b>
Domestic Violence	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Dating Violence	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Stalking	2020	0	0	0
	2019	0	0	0
	2018	0	0	0

*\*Note: this campus has no residential facilities nor non-campus properties*

#### UNFOUNDED CRIMES

*If a crime is reported as occurring On Campus, in On-campus Residential Facilities, in or on Noncampus buildings or property, or on Public Property, and the reported crime is investigated by sworn or commissioned law enforcement authorities and found to be false or baseless, the crime is considered to be "unfounded."*

The total number of unfounded crimes for the 2020 calendar year is 0.

The total number of unfounded crimes for the 2019 calendar year is 0.

The total number of unfounded crimes for the 2018 calendar year is 0.

#### HATE CRIME REPORTING:

There were no reported Hate Crimes for 2018, 2019 or 2020

#### Viroqua Campus:

<b>Primary Crimes</b>	<b>Year</b>	<b>On Campus</b>	<b>Public Property</b>	<b>Total</b>
Murder/Non Negligent Manslaughter	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Manslaughter by Negligence	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Rape	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Fondling	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Incest	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Statutory Rape	2020	0	0	0
	2019	0	0	0
	2018	0	0	0

Robbery	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Aggravated Assault	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Burglary	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Motor Vehicle Theft	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Arson	2020	0	0	0
	2019	0	0	0
	2018	0	0	0

<b>Arrests and Referrals for Disciplinary Action</b>	<b>Year</b>	<b>On Campus</b>	<b>Public Property</b>	<b>Total</b>
Liquor Law Violation Arrests	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Drug Law Violation Arrests	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Weapons Law Violation Arrests	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Liquor Law Violation Referrals for Disciplinary Action	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Drug Law Violation Referrals for Disciplinary Action	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Weapons Law Violation Referrals for Disciplinary Action	2020	0	0	0
	2019	0	0	0
	2018	0	0	0

<b>VAWA Offenses</b>	<b>Year</b>	<b>On Campus</b>	<b>Public Property</b>	<b>Total</b>
Domestic Violence	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Dating Violence	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Stalking	2020	0	0	0
	2019	0	0	0
	2018	0	0	0

*\*Note: this campus has no residential facilities nor non-campus properties*

#### UNFOUNDED CRIMES

*If a crime is reported as occurring On Campus, in On-campus Residential Facilities, in or on Noncampus buildings or property, or on Public Property, and the reported crime is investigated by sworn or commissioned law enforcement authorities and found to be false or baseless, the crime is considered to be "unfounded."*

The total number of unfounded crimes for the 2020 calendar year is 0.

The total number of unfounded crimes for the 2019 calendar year is 0.  
The total number of unfounded crimes for the 2018 calendar year is 0.

**HATE CRIME REPORTING:**

There were no reported Hate Crimes for 2018, 2019 or 2020