This combined University of Wisconsin-Superior Annual Campus Security and Fire Safety Report - 2015 addresses annual reporting requirements currently required by the United States Department of Education as referenced in the Code of Federal Regulations, Title 34 (Education) - Part 668 (Student Assistance General Provisions):

- §668.41 Reporting and disclosure of information.
- §668.46 Institutional security policies and crime statistics.
- §668.49 Institutional fire safety policies and fire statistics.
- 34 CFR Part 668 - Violence Against Women Act; Final Rule
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Campus Safety Magazine

Office of Postsecondary Education - Security and Crimes Information
INTRODUCTION

Dear Campus Community,

Safety and security are top priorities at the University of Wisconsin-Superior (UW-Superior). Reports of crimes are taken seriously and responded to in a proactive and educational manner. The university is committed to thoroughly investigating crimes and have processes in place to support victims of these crimes.

UW-Superior’s Annual Security and Fire Safety Report provides information about the campus resources, procedures, and policies which are in place to help keep the campus safe. Published each year, this reports keeps the community informed of the safety programs and services available, the crimes reported to the Department of Public Safety/Campus Safety (DPS), and the proactive steps individuals can take to help maintain a safe and secure campus for everyone. The report is also in compliance with the Jeanne Clery Act of 1998 (the Crime Awareness and Campus Safety Act of 1990) and the Campus Fire Safety Right to Know Act. The daily crime log can be found on the DPS website. Each year an e-mail notification is made to all enrolled students, faculty, and staff that provides the web site link to access this report.

Please consider taking part in the prevention efforts and educational programs offered on campus. By acting responsibly, caring for community members, and remaining vigilant, our campus will be a safer place. Everyone is encouraged to report suspicious and unlawful behavior immediately to the DPS at (715-394-8114) or to local law enforcement agencies at 911.

Each of us have an important role in keeping our campus and community safe. Please do your part, and watch out for your fellow Yellowjackets.

Sincerely,

Department of Public Safety (DPS), the Environmental Health and Safety Office (EH&SO), and the Dean of Students Office (DSO)

Note: Copies of this report may also be obtained at the Department of Public Safety located at 606 Belknap Street or at www.uwsuper.edu/safety.
## General Resource Information

### Safety Resources

<table>
<thead>
<tr>
<th>Agency/Office</th>
<th>Phone</th>
<th>Address/Location</th>
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</thead>
<tbody>
<tr>
<td>Department of Public Safety</td>
<td>715-394-8114 (24/7)</td>
<td>Public Safety Building</td>
</tr>
<tr>
<td>Dean of Students Office</td>
<td>715-394-8241/8243</td>
<td>Yellowjacket Union 150/146</td>
</tr>
<tr>
<td>Police Department -- Superior</td>
<td>911 or 715-395-7234</td>
<td>1316 N 14th St #150, Superior, WI 54880</td>
</tr>
<tr>
<td>Police Department -- Duluth</td>
<td>911 or 218-730-5563</td>
<td>1406 E 2nd Street, Duluth, MN 55805</td>
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### Health Resources

<table>
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<tr>
<th>Agency/Office</th>
<th>Phone</th>
<th>Address/Location</th>
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</thead>
<tbody>
<tr>
<td>Essentia Health St. Mary’s Hospital – Superior</td>
<td>715-817-7000</td>
<td>3500 Tower Avenue, Superior, WI 54880</td>
</tr>
<tr>
<td>Essentia Health St. Mary’s Medical Center – Duluth</td>
<td>218-786-4000</td>
<td>407 E. 3rd Street, Duluth, MN 55805</td>
</tr>
<tr>
<td>Student Health and Counseling Service</td>
<td>715-394-8236</td>
<td>Marcovich Wellness Center 1729</td>
</tr>
<tr>
<td>St. Luke’s Hospital</td>
<td>218-249-5555</td>
<td>915 E. 1st Street, Duluth, MN 55805</td>
</tr>
<tr>
<td>St. Luke’s Mariner Medical Clinic</td>
<td>715-395-3900</td>
<td>109 N. 28th Street, Superior, WI 54880</td>
</tr>
<tr>
<td>Environmental Health &amp; Safety</td>
<td>715-394-8073</td>
<td>Public Safety Building</td>
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### Sexual and Domestic Violence Resources

<table>
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<th>Agency/Office</th>
<th>Phone</th>
<th>Address/Location</th>
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</thead>
<tbody>
<tr>
<td>Center Against Sexual and Domestic Abuse</td>
<td>715-392-3136 (24/7)</td>
<td>318 21st Ave E, Superior, WI 54880</td>
</tr>
<tr>
<td>Program for Aid to Victims of Sexual Assault</td>
<td>218-726-1931</td>
<td>32 E 1st St #200, Duluth, MN 55802</td>
</tr>
<tr>
<td>National Domestic Violence Hotline</td>
<td>800-656-HOPE (4373)</td>
<td></td>
</tr>
</tbody>
</table>

### National and Statewide Hotlines

<table>
<thead>
<tr>
<th>Agency/Office</th>
<th>Phone</th>
<th>Address/Location</th>
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<tbody>
<tr>
<td>Alcoholics Anonymous</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Narcotics Anonymous</td>
<td>800-240-0276</td>
<td></td>
</tr>
<tr>
<td>National Center on Drug Abuse Hotline</td>
<td>800-662-HELP</td>
<td></td>
</tr>
<tr>
<td>National Domestic Violence Hotline</td>
<td>800–799–SAFE (7223)</td>
<td></td>
</tr>
<tr>
<td>National Sexual Assault/Online Message Service</td>
<td>800-656-HOPE (4373)</td>
<td><a href="http://www.rainn.org">www.rainn.org</a></td>
</tr>
<tr>
<td>National Suicide Prevention Hotline</td>
<td>800-273-TALK (8255)</td>
<td></td>
</tr>
</tbody>
</table>
The University of Wisconsin-Superior is a public institution of higher education located on 221.3 acres of land of which 144.5 acres is on our main campus in the heart of the City of Superior, and several rural, uninhabited research properties are located away from the main campus lands. The City of Superior's population is approximately 28,000 residents.

The UW-Superior Campus currently maintains 18 buildings on the main Campus. Over 2,600 students are currently enrolled at UW-Superior. Five residence halls house approximately 800 students within walking distance from all University buildings. The University employs approximately 475 faculty and staff members annually.
MAINTENANCE AND SECURITY
The university maintains a strong commitment to campus safety and security. Exterior lighting is an important part of this commitment. Parking lots, pedestrian walkways and building exteriors and entrances are well lighted. Patrol officers conduct surveys of exterior lighting on campus daily, and reports of any concerns are documented and acted upon by the Facilities Management Department. The Director of DPS conducts a comprehensive survey of all exterior lighting and environmental conditions each year. Members of the campus community are encouraged to report any exterior lighting deficiencies or environmental safety concerns to the DPS by calling 715-394-8114 or the Facilities Management Office at 715-394-8120.

The DPS routinely checks all exterior/interior doors and their locking mechanisms to ensure they function properly. The DPS secures exterior/interior doors each evening. Any malfunction of doors or security hardware operation is reported on a daily basis. Officers also make note of the condition of the grounds surrounding the university campus to ensure bushes, shrubbery and trees are properly trimmed. The DPS patrols the campus on foot, by bicycle, and vehicle monitoring all parking lots and other public areas of the campus on a random continual basis.

SEPARATE CAMPUSES/OFF-CAMPUS LOCATIONS
The University of Wisconsin-Superior has only one main campus.

UW-Superior has no recognized off-campus facilities for student organizations or off-campus housing. Local police have agreed to share copies of all reports of off campus crimes committed/reported by UW Superior students with UW-Superior. UW-Superior DPS is responsible for the security and public assistance responses and parking at UW-Superior. Located at 606 Belknap Street, Superior, WI, the office is easily accessible to all students, staff, members of the local community, and visitors.

CAMPUS AND LOCAL LAW ENFORCEMENT AND EMERGENCY MEDICAL SERVICES
The DPS personnel include the Director of the Public Safety Department–Campus Safety/Parking Services (a sworn Wisconsin State Police Officer), one full-time sworn Wisconsin State Police Officer, and five full-time Classified Wisconsin State Security (Campus Safety) Officers.

The Superior Police Department assists in providing law enforcement services to the campus. The Superior Police Department employs about 50 officers and is located in the City and County Complex/Court House about five blocks away from campus. The Douglas County Sheriff Department main office and jail are also located in that nearby facility. They both can normally provide back-up/mutual aid services within about 5 minutes or less.

Local EMS providers that serve the campus include: Essentia Health (hospital), the Mariner Medical Center, the Superior Fire Department, and Gold Cross Ambulance Service are all located within about 5 minutes of the university campus. Three additional hospitals are located in Duluth, Minnesota, about 15 minutes away.

LAW ENFORCEMENT AUTHORITY AND JURISDICTION OF CAMPUS SECURITY
UW-Superior DPS Officers have the authority to ask persons for identification and to determine whether individuals have lawful business at UW-Superior. Public Safety Security Officers do not possess full arrest power. DPS Police Officers do possess full arrest powers. All UW-Superior DPS Officers have the authority to issue UW-Superior parking tickets and have been authorized to write Wisconsin State Citations for Chapter UWS 18 – Conduct on University Lands and certain other state and local statutes as per
written agreement with the Douglas County District Attorney. Some criminal incidents are referred to the Superior Police Department who also have jurisdiction on the campus. The DPS at UW-Superior maintains a highly professional working relationship with local law enforcement agencies, other higher education police and security departments, state and federal enforcement agencies, and all appropriate elements of the criminal justice system.

The DPS radio system is a part of the National/State/Douglas County/City/9-1-1 Emergency Radio Communication Interoperability System. The DPS and the Superior Police Department have a mutual aid agreement. Each department augments the other within their jurisdiction during mutual investigations, arrests, and prosecutions. DPS personnel are in contact with local law enforcement agencies to exchange ideas and information which may be of concern to the Campus community. Informal and formal meetings are held and crime related reports and statistics are routinely exchanged. The Superior Police Department has complete police authority to apprehend and arrest anyone involved in illegal acts on-campus and areas immediately adjacent to the campus.

If minor offenses involving University rules and regulations are committed by a University student, Faculty or Staff, the DPS may also refer the individual to the disciplinary division of Campus Life (Dean of Students Office) or the Department of Human Resources. All crime victims and witnesses are strongly encouraged to immediately report a crime to the DPS and/or the appropriate police agency. Prompt reporting will assure timely warning notices are posted on-campus and a timely disclosure of crime statistics.

Major offenses such as sexual assault, murder, aggravated assault, robbery, and auto theft are reported to the local police. Joint investigative efforts with investigators from UW-Superior and the city police are deployed to solve those serious felony crimes. The prosecution of all criminal offenses, both felony and misdemeanor, are conducted at Douglas County Circuit Court Branch II, unless otherwise directed.

Through coordination with local law enforcement agencies, any criminal activity engaged in by Students, Faculty or Staff at off-campus locations is monitored and recorded. This information is provided to the Dean of Students/Director of Human Resources for any immediate action or follow-up that may be required.
SAFETY POLICIES AND PROCEDURES

REPORTING CRIMES

The UW-Superior strongly encourages anyone who is the victim of a crime or anyone who witnesses a crime to report it promptly. In an emergency or when someone is severely injured, sick, or in danger, call 9-1-1 first. The DPS maintains radio contact with the Superior Police Department, Douglas County Sheriff's Department, the Superior Fire Department, and Gold Cross ambulance service.

Any suspicious activity or person(s) seen in the parking lots or loitering around vehicles, inside buildings or around the Residence Halls should be reported immediately to the DPS.

The DPS phone number, 715-394-8114, is prominently displayed on, or near, all public office and entry phones. The number is also included on all of the department’s printed publications, brochures, pamphlets, and on the Public Safety Office web site. It is highly recommended that students enter this number in their personal cell phones for speed dialing in case of an emergency.

Report crimes to:

- **Department of Public Safety;** 606 Belknap Street; 715-394-8114
- **Superior Police Department;** 9-1-1
- **Campus Security Authority (CSA)**
  - UW-Superior has designated many employees as CSAs and require them to report crime information to the Department of Public Safety. It is known that individuals, especially students, may be more inclined to report a criminal offense to someone they have grown to trust through their interactions on campus. CSAs receive annual training on their responsibilities through an online course hosted on the University’s website and are contacted annually to ensure they have reported all crimes which may have been reported to them.
    - Dean of Students Office Yellowjacket Union150/146; 715-394-8244
    - Residence Life office; Yellowjacket Union Information Desk; 715-394-8438
    - Staff/faculty who are advisors to student organizations
    - Athletic coaches and assistant coaches

CONFIDENTIAL REPORTING OPTIONS

Victims and witnesses are encouraged to report crime although they may be reluctant to report it. In these cases confidential or anonymous reports may be filed. Reports filed with confidential resources are included in the annual campus crime statistics report without identifying information.

Confidential Resources

As a result of the negotiated rulemaking process which followed the signing into law of the 1998 amendments to 20 U.S.C. Section 1092 (f), clarification was given to those considered to be campus security authorities. Campus “Pastoral Counselors” and Campus “Professional Counselors”, 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 disclosure of crime statistics. As a matter of policy, they are encouraged if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.
UW-Superior does not have pastoral counselors, however, professional counselors are available in Student Health and Counseling Services at 715-394-8236 in the Marcovich Wellness Center. Confidential reports may also be made to any Campus Security Authority (listed above).

Anonymous Reports can be made:

- **By regular mail** or **by phone** to Public Safety, 715-394-8114
- **By email** to DPS at [http://www.uwsuper.edu/safety/forms/knowledge-of-a-crime.cfm](http://www.uwsuper.edu/safety/forms/knowledge-of-a-crime.cfm)
- **By internet** to the Superior Police Department by going to: [www.ci.superior.wi.us/spdtips](http://www.ci.superior.wi.us/spdtips) and clicking on “Anonymous Web Tips”
- **In person** to a DPS officer—In most cases the DPS can file an anonymous report on an incident without revealing the reporting party’s identity.
- **Via internet** to the Dean of Students and Student Conduct Offices at [www.uwsuper.edu/incidentreport](http://www.uwsuper.edu/incidentreport)

**Emergency Phone Reporting Option**

A number of “**Code Blue**” Emergency Telephones mounted on brown pylons topped by blue lights are located throughout campus. These emergency telephones are activated by pressing a button which puts the caller in direct contact with Public Safety officer.

Any suspicious activity or person seen in the parking lots or loitering around vehicles, inside buildings or around the Residence Halls should be reported immediately to the DPS. The DPS Office maintains direct telephone and two-way interoperability radio contact with the Superior Police Department, Douglas County Sheriff’s Department and the Superior Fire Department and Gold Cross ambulance service. The DPS Office phone number 715-394-8114 is prominently displayed on, or near, all public office phones and in the campus telephone directory. The number is also included on all of the department’s printed publications, brochures, pamphlets, and on the DPS Office web site pages. It is recommended that DPS’s phone number is programmed into personal cell phones for speed dialing in case of an urgent need to contact an officer.

**Response to Crimes**

When a crime or incident is reported to the DPS directly or via 911 (Douglas County Communications Center), they will take the required action, dispatching an officer, or asking the victim to report to the DPS office to file an incident report. All DPS student-related incident reports are forwarded to the Dean of Students Office (DSO) for review and potential action. The DPS will investigate reports as deemed appropriate. Any additional information obtained will also be forwarded to the DSO.

If a sexual assault or rape should occur, staff on the scene, including DPS, will offer the victim a variety of resources on and off campus. This information is made available to provide UW-Superior community members with specific information about the resources that are available in the event that they become the victim of a crime. The information about “resources” is not provided to infer that those resources are “reporting entities” for UW-Superior.

**All On-Campus Crimes should be reported to the DPS and/or Local Police (911) to ensure inclusion in the annual crime statistics and to aid in the providing of timely warning notices to the campus and community, when appropriate.**

**If other Emergency assistance is required from the Superior Police Department, the Superior Fire Department, or Gold Cross Ambulance, dial 9-1-1.**
CRIME LOG
(Add link)

The UW-Superior DPS maintains an electronic data base reporting system (SLEET Software - Case Manager). This system is used to track daily crime and activity information beginning on January 1, 2002 to the present.

Daily crime/activity records in this system are available upon request to the public during normal business hours in the Public Safety Building, 606 Belknap Street, Superior, WI. Normal business hours are Monday - Friday 7:30am - 4:30pm.

The Campus Safety Office website (http://www.uwsuper.edu/safety/clery/dailycrimefirelog.cfm) contains an Adobe document listing of higher value crimes that have been reported within the last calendar year and several archived reports. The last 90 days of these are also posted in our front lobby area of the Public Safety Building, 606 Belknap St., Superior, WI.

TIMELY WARNINGS & EMERGENCY NOTIFICATIONS
(Add link)

In the event of an emergency or situation on or near campus that may pose an immediate threat to the campus community, the DPS will communicate information to the campus community in a timely manner to enable individuals to take appropriate actions to protect themselves.

Timely warnings will be issued for the following should a continuing threat be considered possible:

- Active shooter, armed intruder, murder, attempted murder
- Physical assault, sexual assault, arson, robbery or kidnapping
- Any other crime or criminal activity deemed a potential threat to all or part of the campus community

Timely warnings will initially be communicated through the university networked fire alarm system if a threat is imminent. Verbal announcements can be transmitted via this system to individual buildings and/or outdoor areas via our DPS head-end panel. The warnings will contain specific information on the threat and recommended actions to take if appropriate. Follow up notifications will be sent through the University’s SAFE Alerts system and via our networked fire alarm system. All employees and students will receive an email notification; voicemail and voice notifications will go out to those who have opted to receive them. Other means of additional notification may also be employed if available including the Douglas County Code Red program, text messaging, computer pop-up alerts or telephone calls. For situations likely to be prolonged, the university website and Weather/Emergency Hotline will be updated to keep the campus community informed. The local media, including the university radio station, may also be called upon to provide updated information by our Public Information Office.

The decision to issue a timely warning will be made by the Director of Public Safety or his/her designee, when there is insufficient time due to the severity of the situation to confer with the Chancellor or Officer of the Day. On all other occasions the Director, or his/her designee, will provide information to the Chancellor or Officer of the Day who will authorize the notification if deemed necessary through the Public Information Office.

This same procedure may be utilized to deliver emergency notifications for the following:

- Chemical release, fire, severe weather or any other manmade or natural disaster
SECURITY AWARENESS

It is the philosophy at UW-Superior to fight crime proactively by preventing the opportunity for crime to be committed. The university crime prevention programs are based upon the dual concept of eliminating or minimizing criminal opportunities whenever possible, and encouraging students and employees to be responsible for their own and others security.

During new student orientation in the summer and August/September UW-Superior students and their guardians are informed of services offered by the UW-Superior DPS. Stand-up and Power Point presentations outline ways to maintain personal safety and residence hall security. Students and family members are informed about crime on-campus and in surrounding neighborhoods. Similar information is presented to new employees by the Human Resources Staff and other campus representatives, either formally in person, or informally by available multimedia resources. Crime Prevention Programs and Sexual Assault Prevention Programs are offered on a continual basis.

Periodically during the academic year multiple university organizations and departments present crime prevention awareness sessions on sexual assault (rape and acquaintance rape), Rohypnol abuse, theft, and vandalism, as well as educational sessions on personal safety/security and residence hall safety/security. A common theme of all awareness and crime prevention programs is to encourage students, and employees, to be aware of their responsibility for their own security and the security of others. **Campus Safety is Everyone’s Responsibility.**

In addition to seminars, information is disseminated to students and employees through crime prevention awareness pamphlets, security alert posters, displays, videos, email messages, and articles in the university newspapers, and on the Campus Safety Office website. When time is of the essence, information is released to the university community through security alerts posted prominently throughout campus, and through computer memos sent over the university's electronic “Everyone e-mail” system.

CRIME PREVENTION PROGRAMS

Crime Prevention Programs on personal safety and theft prevention are sponsored by various campus organizations throughout the year. DPS personnel facilitate programs for student, parent, faculty, and new employee orientations, student organizations, community organizations, in addition to quarterly programs for Resident Assistants and residents, providing a variety of educational strategies and tips on how to protect themselves from sexual assault, theft and other campus crimes. ([Appendix A-Resource Information](#))

Our crime prevention programs include:

- **Campus Reward System** - A program aimed at reducing crime on campus by enlisting the involvement of members of the community. People who witness criminal activity can phone DPS at 715-394-8114 or 715-394-8247. Reports can also be filed on line at [http://www.uwsuper.edu/safety/forms/knowledge-of-a-crime.cfm](http://www.uwsuper.edu/safety/forms/knowledge-of-a-crime.cfm). This information, if helpful, may lead to the witness receiving a monetary reward.

- **Campus Safety website** – The DPS has its own website that is updated frequently. This site hosts safety tips, up-to-date information on crime prevention, and securing of personal property. Safety concerns are posted on this site regularly along with any crime/criminal/safety alerts. [http://www.uwsuper.edu/safety/index.cfm](http://www.uwsuper.edu/safety/index.cfm).
Two Officer Random Bike Patrol – Two DPS Officers are trained in bicycle patrolling.

Tip: To enhance personal safety, and especially after an evening class, students are encouraged to walk with friends or call the DPS (715)394-8114 for an escort when needed.

**IMMEDIATE EMERGENCY RESPONSE**

The UW-Superior Emergency Response Plan, supported by the annexes, provides general guidance for responding to small and large scale emergencies at the UW-Superior. The plan includes recommendations on thresholds that trigger activation of the Emergency Response Plan, which is dependent upon the scope of the emergency. Key components of the Plan include:

- Definitions of Emergency Levels and Plan Activation
- Overview of Emergency Response Actions
- How the campus meets Homeland Security requirements
- Overview of Emergency Response Plan Activation
- Emergency Response Team
- Expectations of All Employees
- Crisis Communication Plan

The Plan serves as a policy statement about emergency response and as a guidance document for preplanning for emergencies and educating the campus community about response procedures, but it is too descriptive to be used as the emergency unfolds. As the emergency is in progress, short concise guidelines, resource materials, a standardized response organization and good communication are the best response "tools" that can be used. These "tools" are found in the annexes of the Plan, some of which contain sensitive material and are not made available as public documents.

At the onset of an emergency incident, the DPS Duty Officer will ensure that local emergency responders (police, fire, emergency medical services, etc) are responding to the scene. The Duty officer would inform the Director of DPS of the situation. The Director will evaluate the available information to determine if the situation is potentially threatening to the campus community.

The Director will make the appropriate notifications to the Chancellor or (Administrative) Officer of the Day (OD) if the incident appears to be a potentially dangerous situation or significant emergency. The Chancellor and/or Officer of the Day along with members of the Chancellor’s Cabinet will decide whether to activate the UWS Crisis Communication Plan, and/or the Emergency Response Team, and initiate and/or Emergency Response Plan. The Chancellor or Officer of the Day will contact the University Relations Director, who will assign a Public Information Officer to coordinate the release of all internal and external information throughout the emergency.

The Director of University Relations Specialist and Public Information Officer will gather and verify information about the crisis, develop strategies concerning how information is to be released, determine a spokesperson for the institution, and determine which audiences to be notified. The Public Information Officer will develop and implement a "first-wave" communication strategy followed by regular situation updates. Communications to ensure student and employee safety have priority over other communication functions.
The Public Information Officer may use any or all of the following communication methods to disseminate information to the campus community:

- Release information by broadcast e-mail
- Post news bulletins on the Campus News and Events website with a link from the main university website
- Use the message on the Emergency Weather Hotline and update as necessary
- Directly contact affected offices, such as Residence Life, to distribute information
- Use building fire-alarm audio systems
- Use DPS squad loudspeakers
- Text messaging and cell phone messages
- Contact KUWS to broadcast emergency messages

Emergency response and evacuation procedures are tested at least annually to ensure that they are understood by all persons. Fire drills are conducted in each non-residential building annually and in each residence hall twice a year. In addition, tornado drills are conducted in all buildings one a year to practice sheltering in place. Prior to all scheduled drills, information about campus procedures is distributed to all staff and students multiple times during the weeks preceding the drills through published brochures, flip charts and email messages. On the day of the drill, DPS will post the entrance doors to the building with a sign that indicates a drill will be conducted, but the time of the drill is not announced. Occasional unannounced fire drills may be held in the residence halls. Trained observers within the buildings monitor the actions of the occupants and the response time for the drill. All evacuation and severe weather drills are documented and reported to local authorities as well as the State of Wisconsin.

This emergency notification requirement does not replace the timely warning requirement. They differ in that the Timely Warning applies to Clery reportable crimes, while the Emergency Notification requirement addresses a much wider range of threats (i.e., gas leaks, tornadoes, contagious viruses, etc.). However, an institution that follows its emergency notification procedures is not required to issue a timely warning based on the same circumstances but must provide adequate follow-up information to the community as needed.

**POLICIES AND LAWS**

**BUILDING ACCESS POLICY**

(-add link)

During business hours (excluding holidays), the Campus (excluding certain housing facilities) will be open to students, parents, employees, contractors, guests, and invitees.

During non-business hours access to all Campus facilities is by key, if issued, or by admittance via the DPS or Residence Life staff. In the case of periods of extended closing, the DPS will admit only those with prior written approval/valid after hours passes into any campus facility.

Residence halls are secured 24 hours a day with fobbed and/or keyed locks. Some other facilities may have individual open/closed hours, which may vary during the year. Examples are the Marcovich Wellness Center, the JDH Library, and the Yellowjacket Union. In these cases, the facilities will be secured according to schedules developed by the departments responsible for the facility. Emergency exit exterior
doors of student residence facilities are equipped with electronic alarms that signal whenever the doors are opened.

Emergencies may necessitate changes or alterations to any posted schedules. Areas that are revealed as problematic may have security surveys conducted of them. Administrators from the DSO, Facilities Management, Residence Life, and other concerned areas may review these results. These surveys examine security issues such as landscaping, locks, alarms, lighting, and communications. Additionally, during the academic year, the Directors of Facilities Management, Residence Life, DPS, and EH&S meet bi-weekly to discuss issues of pressing safety concern.

STANDARDS OF CONDUCT AND UNIVERSITY SANCTIONS CONCERNING ILICIT DRUGS AND ALCOHOL

The University of Wisconsin System and UW-Superior prohibit the unlawful possession, use, distribution, manufacture, or dispensing of illicit drugs and alcohol by students and employees on University property or as part of University activities. The use or possession of alcoholic beverages is prohibited on University premises, except in student, faculty, or staff housing and as expressly permitted by the chief administrative officer or under institutional regulations, in accordance with s. UWS 18.09(1)(a), Wis. Adm. Code. Without exception, alcohol consumption is governed by Wisconsin statutory age restrictions under UWS 18.09 (1)(b), Wis. Adm. Code. The unlawful use, possession, distribution, manufacture or dispensing of illicit drugs ("controlled substances" as defined in Chapter 961, Wis. Stats.) is prohibited in accordance with s. UWS 18.15, Wis. Adm., Code.

Violation of these provisions by a student may lead to the imposition of a disciplinary sanction, up to and including suspension or expulsion, under s. UWS 17.10, Wis. Adm. Code. University employees are also subject to disciplinary sanctions for violations of these provisions occurring on university property or during work time, up to and including termination from employment.

Any student who engages in an activity, on campus or at an event sponsored by a center or institution or by the UW System, which constitutes a violation of Chapter 961, Wis. Statutes, is subject to non-academic misconduct disciplinary sanctions, as provided by the Board of Regents by rule. In determining the appropriate sanction, the Board or its designee shall consider those penalties, including suspension and expulsion that will contribute most effectively to maintain an environment that is free from controlled substances, as defined in s. 961.01(4), Wis. Statutes.

Disciplinary sanctions are initiated and imposed in accordance with applicable procedural requirements and work rules, as set forth in Wisconsin Statutes, Administrative Rules, faculty and academic staff policies, and collective bargaining agreements. Referral for prosecution, under criminal law is also possible. Further, violations of ss. UWS 18.09 and 18.15, Wis. Adm. Code may result in additional penalties as allowed under ch. UWS 18.13, Wis. Adm. Code.

Employees who are convicted of any criminal drug statute violation occurring in the workplace must notify their dean, director or department chair within 5 working days of the conviction if the employees are employed by the University at the time of the conviction.
State of Wisconsin and Federal Legal Sanctions

**Wisconsin** – The Uniform Controlled Substances Act, Chapter 961 of the Wisconsin Statutes, regulates controlled substances and outlines specific penalties for the violation of regulations. A first-time conviction for the possession of a controlled substance may result in a sentence of up to one year in prison and a fine of up to $5,000. (Sec. 961.41, Stats.) WISCONSIN 2013 BOND SCHEDULE (Page 94)

A person convicted of manufacturing or delivering a controlled substance, or possessing a controlled substance with the intent to manufacture or deliver, may be imprisoned for up to 30 years and/or fined up to $1,000,000. (Sec. 961.41, Stats.) Penalties vary according to the type of drug involved, the amount of drug confiscated, the number of previous convictions, and the presence of any aggravating factors. The distribution of a controlled substance to a minor may lead to the doubling of an authorized sentence term. (Sec. 961.41, Stats.)

Wisconsin has formidable legal sanctions that restrict the use of alcohol in various situations. It is illegal to procure, sell, dispense, or give away alcohol to anyone who has not reached the legal drinking age of 21 years. (Sec. 125.07, Stats.) Every adult has a legal obligation to prevent the illegal consumption of alcohol on premises owned by the adult or under the adult's control. (Sec. 125.07, Stats.) A first-time violator of either of the above subsections can be fined up to $500.00. It is against the law for an underage person to procure, or attempt to procure alcoholic beverage, to falsely represent his or her age for the purpose of obtaining alcohol, to enter premises licensed to sell alcohol, or to consume or possess alcohol on licensed premises. (Sec. 125.07, Stats.) A first-time underage violator of section 125.07(4) may be fined up to $767.50, ordered to participate in a supervised work program, and/or have their driver's license suspended for up to 2 years. WISCONSIN 2013 BOND SCHEDULE (Pages 3 – 5)

**Federal** – The federal government has revised the penalties against drug possession and trafficking through its Federal Sentencing Guidelines that reduce the discretion that federal judges may use in sentencing offenders of federal drug statutes. Within these guidelines, courts may sentence a person for up to 6 years for unlawful possession of a controlled substance, including the distribution of a small amount (less than 250 grams) of marijuana. A sentence of life imprisonment may result from a conviction of possession of a controlled substance that results in death or bodily injury. Possession of more than 5 grams of cocaine may meet the intent to distribute criteria, resulting in a penalty of 10-16 years in prison. http://www.ussc.gov/Guidelines/2012_Guidelines/Manual_PDF/Chapter_2_D.pdf (November 1, 2012 GUIDELINES MANUAL §2D1.1 PART D - OFFENSES INVOLVING DRUGS AND NARCO-TERRORISM)

**Alcohol and Substance Abuse Information and Prevention Programs**

The UW-Superior Campus has developed a program to prevent the illicit use of drugs and the abuse of alcohol by students and employees. The program provides services related to drug use and abuse including dissemination of informational materials, educational programs, counseling services, referrals and college disciplinary actions.

UW-Superior’s Alcohol and Other Drug Awareness Office and Human Resources Office provide an overall coordination of the Drug-Free School Program, including PRIme for Life. However, many services are the responsibility of other programs associated with the institution.

These include:
Alcohol and Other Drug Awareness

The UW-Superior Campus provides an alcohol diversion program called PRIme for Life by Prevention Research Institute on a monthly basis. Students cited for underage drinking are referred to this program through the Douglas County court system.

- National Collegiate Alcohol Awareness week provides alcohol and drug abuse materials for students each October. In the spring of the year another week is dedicated to outreach on these topics.
- Counselors on campus offer AODA screening for students.
- The AODA budget provides funds for many programs which emphasize low risk drinking and healthy choices/behaviors.

The State of Wisconsin sets 21 as the minimum age to purchase or possess any alcoholic beverage (Sec. 125.07, Stats.). Specific laws and city ordinances (searchable format) regarding violations of alcohol laws, including driving while intoxicated, are available from the Superior Police Department and UW-Superior Department of Public Safety.

A violation of any law regarding alcohol is also a violation of the University’s Student Code of Conduct and will be treated as a separate disciplinary matter by the University (Under UW System Chapter 17).

Resources for Drug and Alcohol Abuse Treatment

For Students and University Personnel

The Wisconsin Department of Health and Social Services, through its Division of Community Services, provides an on-point summary of the numerous facilities that provide treatment for drug and alcohol addiction. Their Alcohol and Other Drug Abuse Office will send a pamphlet detailing the statewide and local resources for drug and alcohol abuse treatment.

Local facilities which provide treatment for drug and alcohol addiction include:

- **Alano Serenity Club**
  
  1216 Belknap Street
  
  Superior, WI 54880
  
  715-392-8340

- **Center for Alcohol & Drug Treatment**
  
  110 West Redwing Street
  
  Duluth, MN 55803
  
  218-728-1533

  1005 London Road
  
  Duluth, MN 55802
  
  218-728-4099

  1402 East Superior Street
  
  Duluth, MN 55805
  
  218-723-8444

  314 West Superior Street
  
  Duluth, MN 55802
  
  (218)529-3420

- **Duluth Detoxification Center**
  
  1402 E Superior Street
  
  Duluth, MN 55805
  
  (218)723-8444

- **Miller Dwan (Essentia Health) Chemical Dependency Services**
  
  502 East 2nd Street
  
  Duluth MN 55811
  
  1-800-766-8762 or 218-720-1356

- **Minnesota Teen Challenge**
  
  2 East 2nd Street
  
  Duluth, MN 55802
  
  (218) 740-5500

- **Treatment Centers Directory**
  
  Online resource
Employee Assistance Program

Your health and well-being are important to the UW-Superior. Your EAP benefit includes a comprehensive array of counseling and web services that can be accessed 24/7. We hope you will take full advantage of them.

All of the EAP services are completely confidential, and can be utilized by you and any member of your family, including spouse or significant other, children (regardless of age or location), and even extended family members, if their personal concern is impacting you or your work. As your employer, we will not know who uses the services, when, or for what reasons.

VITAL WorkLife’s free counseling and coaching services are provided by master’s- and doctorate-level licensed professionals. They encourage face-to-face sessions, but also conduct counseling sessions by phone. They’ll do whatever is most comfortable and convenient for you.

They can help with a wide variety of issues, including but not limited to:
- Marital and relationship problems
- Depression, stress and anxiety reduction
- Drug and alcohol abuse
- Parenting and child concerns
- Anger
- Grief and loss
- Interpersonal conflict—at work or home
- Legal and financial problems

Getting help is as easy as picking up the phone. Just call 1.800.383.1908. When you call, one of their trained staff will take basic information from you, including your name and employer, and then will connect you with an EAP Consultant, who will talk with you and assess your needs.

Accessing Your Online EAP Benefit

MISSING ON-CAMPUS STUDENT NOTIFICATION STATEMENT

Reporting -- If a student, university personnel, or any other individual has reason to believe that an on-campus resident student is missing, the individual must immediately notify DPS at 715-394-8114. DPS will generate a missing person report and initiate an investigation. Individuals can also file a report with any of the following:

- Dean of Students Office, dos@uwsuper.edu, 715-394-8241 or 715-394-8243
- Residence Life Office, reslife@uwsuper.edu, 715-934-8538
- Any residence life staff member, see www.uwsuper.edu/reslife

On-Campus Student Option for Confidential Contact -- In addition to registering a general emergency contact, students residing in on-campus housing have the option to confidentially identify an individual to be contacted by the DSO in the event the on-campus student is determined to be missing for more than 24
hours. If a student has identified such an individual, the DSO will notify that individual no later than 24 hours after the student is determined to be missing. A student who wishes to identify a confidential contact can do so through the online Residence Life contract process. If an on-campus student would like to change this confidential contact, the student would need to email reslife@uwsuper.edu or call Residence Life at 715-394-8438. A student’s confidential contact information will be accessible only by authorized campus officials and law enforcement in the course of an investigation.

**Investigative Process/Protocol** -- After investigating a missing person report, should DPS determine that the on-campus student has been missing for 24 hours:

- DPS will notify Superior Police Department no later than 24 hours after the student is determined to be missing.
- The DSO will notify the student’s emergency contact no later than 24 hours after the student is determined to be missing.

If the missing on-campus student is under the age of 18 and is not an emancipated individual:

- The DSO will notify the student’s custodial parent or legal guardian and their confidential contact person within 24 hours of DPS determining that the student has been missing for 24 hours.

**SEXUAL MISCONDUCT INFORMATION**

All members of the community of learners at UW-Superior have the right to experience their academic, work and social life in an environment that is safe and free from violence, harassment, fraud, theft, disruption and intimidation. The UW System and UW–Superior have policies and procedures to respond to behavior of students and employees that interfere with the life and work of the University and its members.

UW-Superior determines the type of proceeding to use based on the status of the accused. If the accused person is a student, then the student disciplinary process will be utilized. If the accused person is an employee, then the appropriate employee disciplinary process will be used, based on the employee’s classification.

Department of Education guidelines anticipate that complaints will be resolved within 60 days of UW-Superior receiving a complaint or notice of a hostile environment, not including appeals. The university will make every effort to adhere to this timeline, but the Department of Education acknowledges that unavoidable circumstances may delay the resolution of complaint. Such delays will be evaluated by UW-Superior on a case-by-case basis. Circumstances that cause a delay may include, but are not limited to, a parallel criminal investigation, school breaks, and reasonable requests by either party for an extension, the complexity of the investigation and the severity of the alleged conduct. Both parties will receive periodic updates throughout the process.

**RIGHTS OF VICTIMS OF SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE AND/OR STALKING**

Victims are afforded rights by the U.S. Government, the State of Wisconsin, and UW-Superior.

- Federal law and UW-Superior policy entitle victims of sexual assault, domestic violence, dating violence and stalking to the following rights:
- Disciplinary proceedings that provide a prompt, fair, and impartial investigation and resolution.
Disciplinary proceedings that are conducted by panel members who receive annual training on the issues related to domestic violence, dating violence, sexual assault and stalking and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.

The same opportunity to have others present throughout disciplinary proceedings as the accused, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice.

Both parties shall be simultaneously informed, in writing, of the outcome of any disciplinary proceeding that arises from an allegation of sexual assault, domestic violence, dating violence and/or stalking; of the procedures for either party to appeal the outcome; of any change to the results that occurs prior to the time that such results become final; and of when such results become final. At no time can a victim be required to keep the outcome confidential, or be prohibited from discussing the case.

Victims have the same rights as the accused to appeal the outcome of a disciplinary proceeding.

Victims shall be informed of their options to notify law enforcement.

UW-Superior will provide written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and other services available to victims, both within the institution and in the community.

Victims shall be notified, in writing, of options for changing academic, transportation, work, living situations and other protective measures.

Victims can obtain forensic exam from a Sexual Assault Nurse Examiner (SANE) through the Essentia Health Hospital in Duluth, MN without filing a police report or involving the police in any way. Hospital charges may apply.

**Wisconsin law outlines the following:**

The student disciplinary process is outlined in University of Wisconsin System Chapter 17. Students have the right to know the range of sanctions the institution can impose on the accused (UWS 17.10(1)), which include the following: written reprimand; denial of specified university privileges; imposition of reasonable terms and conditions on continued student status; restitution; removal of the student from the course in progress; disciplinary probation; suspension; and expulsion. Full text of this UWS 17 can found below and online here: [http://legis.state.wi.us/rsb/code/uws/uws017.pdf](http://legis.state.wi.us/rsb/code/uws/uws017.pdf).

In addition to the rights given by federal and state law, UW-Superior is committed to ensuring that victims of violence also have the following rights:

- The right to a victim advocate of their choosing.
- The right to access STI testing and treatment, emergency contraception, and pregnancy testing through the university contract with the Health Care Clinic in Superior, WI.
- The right to be informed of and have access to their own medical, mental health, Sexual Assault Nurse Examiner (SANE), campus disciplinary, and/or victim advocacy services.
- The right not to be punished for underage drinking if reporting a sexual assault or other crime per UW–Superior’s Responsible Action Guidelines. “In those cases where a student has been a victim of sexual assault and/or a violent crime while under the influence of alcohol, neither the Dean of Students, Residence Life staff nor UW–Superior DPS will pursue disciplinary actions against the student victim (or against a witness) for their improper use of alcohol (e.g., underage drinking). A student victim who is under the influence of alcohol at the time of a sexual assault is entitled to university and community assistance and encouraged to seek help.” For more information, visit: [https://students.wisc.edu/alcoholinfo/resp_action_guide.html](https://students.wisc.edu/alcoholinfo/resp_action_guide.html).
- The right to have options for offering their testimony in a campus disciplinary hearing, including via phone or with a room partition.
• UW-Superior will disclose to the victim of a crime of violence or sex-offense, the results of any
disciplinary hearing conducted by UW-Superior against a student who is an alleged perpetrator of
such crime or offense. If the victim is deceased as a result of the crime or offense, UW-Superior
will provide the results of the disciplinary hearing to the next of kin, if requested in writing.

**CAMPUS STUDENT DISCIPLINARY PROCEDURES FOR MISCONDUCT INVOLVING SEXUAL
ASSAULT, DOMESTIC/DATING VIOLENCE, AND STALKING**

**University of Wisconsin System Chapter 17**
The UW System and UW–Superior have policies and procedures to respond to behavior of students that
interferes with the life and work of the University and its members. UWS Chapter 17 is a part of the
University of Wisconsin Administrative Code and was adopted by the Board of Regents as a set of
disciplinary procedures for the University System. It defines conduct by students that may result in
University discipline because it causes harm either to another member of the University community or to
the University itself. UWS Chapter 17 also describes the sanctions which may be imposed and the
procedures for carrying out disciplinary actions. Due process for students accused of misconduct is an
important part of these procedures. (Note: Academic misconduct is covered in UWS Chapter 14. UWS
Chapters 17 and 18 apply to nonacademic student misconduct; faculty and staff are governed by UWS
Chapters 4, 7, and 11.)

Nonacademic misconduct policies cover a broad spectrum of conduct involving students’ behavior
wherever it takes place. A student may be subject to discipline for conduct that is or already has been the
subject of criminal action. This means that a student ticketed or arrested by law enforcement may also be
subject to misconduct proceedings. A student may also be subject to discipline for conduct occurring in
University Housing.

**UWS 17 defines prohibited conduct in the following areas:**

*(Note: See the UWS Chapter 17 policies for a complete description of offenses & penalties; see the UWS
Chapter 17 procedures for campus specific implementation guidelines.)*

**UWS 17.09 Conduct subject to disciplinary action.**

In accordance with s. UWS 17.08, the university may discipline a student for engaging in, attempting to
engage in, or assisting others to engage in any of the following types of nonacademic misconduct:

1) DANGEROUS CONDUCT. Conduct that endangers or threatens the health or safety of oneself or
another person.
2) SEXUAL ASSAULT. Conduct defined in s. 940.225, Stats. (See the State of Wisconsin Crime
Statutes and Definitions section of this document)
3) STALKING. Conduct defined in s. 940.32, Stats. (See the State of Wisconsin Crime Statutes and
Definitions section of this document)
4) HARASSMENT. Conduct defined in s. 947.013, Stats. (See the State of Wisconsin Crime Statutes
and Definitions section of this document)
5) HAZING. Conduct defined in s. 948.51, Stats.
6) ILLEGAL USE, POSSESSION, MANUFACTURE, OR DISTRIBUTION OF ALCOHOL OR
CONTROLLED SUBSTANCES. Use, possession, manufacture, or distribution of alcoholic
beverages or of marijuana, narcotics, or other controlled substances, except as expressly permitted
by law or university policy.
7) **UNAUTHORIZED USE OF OR DAMAGE TO PROPERTY.** Unauthorized possession of, use of, moving of, tampering with, damage to, or destruction of university property or the property of others.

8) **DISRUPTION OF UNIVERSITY-AUTHORIZED ACTIVITIES.** Conduct that obstructs or impedes university-run or university-authorized activities, or that interferes with or impedes the ability of a person to participate in university-run or university-authorized activities.

9) **FORGERY OR FALSIFICATION.** Unauthorized possession of or fraudulent creation, alteration, or misuse of any university or other governmental document, record, key, electronic device, or identification.

10) **MISUSE OF COMPUTING RESOURCES.** Conduct that involves any of the following:
    a) Failure to comply with laws, license agreements, and contracts governing university computer network, software, and hardware use.
    b) Use of university computing resources for unauthorized commercial purposes or personal gain.
    c) Failure to protect a personal password or university-authorized account.
    d) Breach of computer security, invasion of privacy, or unauthorized access to university computing resources.

11) **FALSE STATEMENT OR REFUSAL TO COMPLY REGARDING A UNIVERSITY MATTER.** Making a knowingly false oral or written statement to any university employee or agent of the university regarding a university matter, or refusal to comply with a reasonable request on a university matter.

12) **VIOLATION OF CRIMINAL LAW.** Conduct that constitutes a criminal offense as defined by state or federal law.

13) **SERIOUS AND REPEATED VIOLATIONS OF MUNICIPAL LAW.** Serious and repeated off-campus violations of municipal law.

14) **VIOLATION OF CH. UWS 18.** Conduct that violates Ch. UWS 18, including, but not limited to, provisions regulating fire safety, theft, and dangerous weapons.

15) **VIOLATION OF UNIVERSITY RULES.** Conduct that violates any published university rules, regulations, or policies, including provisions contained in university contracts with students.

16) **NONCOMPLIANCE WITH DISCIPLINARY SANCTIONS.** Conduct that violates a sanction, requirement, or restriction imposed in connection with previous disciplinary action.

**UWS 17.10 Disciplinary sanctions.**

1) The disciplinary sanctions that may be imposed for nonacademic misconduct, in accordance with the procedures of ss. UWS 17.11 to 17.13, are any of the following:
   (a) A written reprimand.
   (b) Denial of specified university privileges.
   (c) Payment of restitution.
   (d) Educational or service sanctions, including community service.
   (e) Disciplinary probation.
   (f) Imposition of reasonable terms and conditions on continued student status.
   (g) Removal from a course in progress.
   (h) Enrollment restrictions on a course or program.
   (i) Suspension.
   (j) Expulsion.

**Student disciplinary procedures specific to UW-Superior regarding sexual assault, sexual harassment, dating violence, domestic violence and stalking**

Starting in summer 2014 and continuing through fall 2015, the University of Wisconsin Board of Regents is considering amendments to UWS Chapter 17 in an effort to align the University of Wisconsin System
student disciplinary procedures with federal law requirements. UW-Superior is taking an active role in this process. As creating and adopting administrative rules is often a slow and deliberate process, UW-Superior has implemented the following disciplinary procedures for investigations and hearings involving sexual assault, sexual harassment, dating violence, domestic violence or stalking, pursuant to federal law and UWS 17.03. Where UWS Chapter 17 conflicts with UW-Superior procedure, UW-Superior will follow its own procedure.

Sexual assault, sexual harassment, dating/domestic violence, and stalking cases require a “prompt, fair, and impartial” investigation and resolution once notice of an incident is received. Investigating officers and hearing committee members must receive annual training on sexual assault, sexual harassment, dating/domestic violence, and stalking cases.

Investigations and resolutions of these cases under UWS Chapter 17.11-17.15 shall proceed regardless of any criminal investigation or proceeding. An investigation may be temporarily postponed while law enforcement gathers evidence, then should be promptly resumed and completed within timelines set by the Department of Education, generally 60 calendar days. Any postponements or extensions should be communicated to the complainant and respondent.

The complainant and the respondent must have an equal opportunity under UWS Chapter 17.11-17.12 to participate in the investigation and any subsequent hearing.

Information about the respondent’s or complainant’s past disciplinary history, if any, will not be shared with the opposite party unless permitted by the Family Educational Rights and Privacy Act (FERPA).

Formal hearings for sexual assault, sexual harassment, dating/domestic violence, and stalking shall only be conducted via hearing committee.

As per UWS Chapter 17.12(4)(b), at all times, the respondent shall have the opportunity to hear and respond to the information presented against her or him and be afforded the opportunity to present questions to adverse witnesses, including the complainant. Hearing procedures may be modified to allow the complainant to provide information in a manner that prevents a hostile environment. Such modifications may include, but are not limited to, having the complainant and respondent pose questions to each other through their respective advisors or the hearing committee.

Only material witnesses may address a hearing committee. Character statements may be included in written materials considered by the committee.

The complainant and respondent will be notified simultaneously and in writing of the outcome of any investigation, hearing, and appeal.

The complainant shall have the same appeal rights under UWS Chapter 17.13 and 17.14 as the respondent.

Cases under these procedures may only be resolved through a settlement under UWS Chapter 17.15 after the investigating officer has offered to consult with the complainant. Cases resolved through a settlement must have an acknowledgment by the respondent of a finding of responsibility for violating Chapter UWS 17 and/or 18.

Retaliation against a complainant or respondent for exercising his or her rights under these procedures is prohibited and may be conduct subject to disciplinary action pursuant to UWS Chapter 17.09. A
complainant or respondent who has experienced retaliation should notify the investigating officer, a Title IX official or the Dean of Students Office.

The Right to Request a Review of the Record by the Complainant

At the conclusion of the investigation of a Title IX-related case the investigating officer will determine if the evidentiary standard, preponderance of the evidence, has been met based on the evidence in the case. If the investigating officer determines that the evidentiary standard has not been met the Student Complainant can request a review of that determination. The process for that review is as follows:

1. The Investigating Officer notifies both the Student Complainant and the Student Respondent of the determination that the evidentiary standard has not been met. The Investigating Officer will provide a written statement informing the Student Respondent of the possibility of a review and the potential change in outcome. The Student Complainant will be notified of the procedure to request a review.
2. The Student Complainant will have seven calendar days to request a review of the decision. The request should be submitted in writing to the Associate Dean of Students. The request to review should include a written statement outlining the reasons for the review request. Information pertaining to evidence in the record can be submitted for consideration by the Student Complainant.
3. Upon the receipt of a request to review, a review panel will be selected from among the sensitive case trained panelists. A panel will consist of two faculty/staff and one student. A representative of the Office of Legal Affairs will advise the panel.
4. The review panel will review the materials submitted by the Student Complainant and the record of the investigation as compiled by the Investigating Officer. Additional testimony will not be part of the review.
5. The panel will, by a majority vote process, determine if a preponderance of evidence standard has been met. If the determination is that preponderance has not been established, the Associate Dean of Students will notify the Student Complainant and the Student Respondent that the investigation is closed. If it is determined that preponderance has been met, the process will revert to the Investigating Officer to establish a recommended sanction and to continue the normal process.
6. Notification of the decision should be communicated with both the Student Complainant and the Student Respondent within three business days.

The Right to Request a Formal Hearing by the Respondent

At this time the University of Wisconsin System Task Force on Sexual Harassment and Violence has proposed a change to UWS Chapter 17 to add a provision for the respondent to request a formal hearing. If the Dean of Students Office determines that misconduct occurred, the respondent has the right to a formal hearing to contest the decision that the student engaged in misconduct, the disciplinary action imposed, or both. The hearing may be at the respondent’s request or may be scheduled automatically, depending on the sanction imposed. When the discipline imposed is less severe, the respondent may request a hearing by submitting a written notice within 10 calendar days after the finding of misconduct. In cases where the discipline imposed includes suspension or expulsion, UWS Chapter 17 provides for the hearing to be scheduled automatically unless the respondent waives the right to the hearing in writing via a settlement agreement.

In cases of sexual assault, domestic violence, dating violence and/or stalking, the hearing will be conducted by a hearing committee. Separate academic and nonacademic misconduct hearing committees are appointed by the chancellor and include faculty, academic staff, and student members. The committee for a specific case is composed of at least three members with at least one student member. Committees that hear cases
regarding sexual assault, domestic violence, dating violence and/or stalking receive additional training focused on those issues. A hearing examiner is appointed by the chancellor from the faculty or academic staff. A hearing examiner or hearing committee conducts hearings in the same manner and under the same policies and procedures.

In any hearing (whether by student election or automatically scheduled) the student maintains the right to have a representative present on the student’s behalf, including the right to be advised by counsel at the student’s own expense, the right to question witnesses, and the right to obtain a transcript of the proceedings at the student’s own expense. Advisors are permitted to speak if the sanction recommended is suspension, expulsion, or if there is a concurrent criminal case.

**Non-Academic Misconduct Panels**

Non-academic misconduct panels are comprised of faculty, academic staff, and students. The members are appointed by the appropriate shared governance bodies. The Faculty Senate appoints faculty, the academic staff assembly appoints academic staff, and the Associate Students of Superior appoint students. Appointments to the panel vary in length of time and are typically 1-4 years. The panel members are trained on various topics, including but not limited to UWS Chapters 17 and 18, the hearing outline, weighing information, assessing credibility, confidentiality, and recusal. Members of the panel who are interested in serving on non-academic misconduct panels addressing cases of sexual assault, dating or domestic violence, and stalking, are required to attend an additional sensitive case training on an annual basis led by a forensic nurse from the Sexual Assault Nurse Examiner program. The training is trauma informed and covers victim response, sensitive interviewing of victims of sexual violence, consent and the role alcohol and other drugs can play in obtaining and giving consent, and determining preponderance of the evidence.

**STATEMENT REGARDING EMPLOYEE DISCIPLINARY PROCEEDINGS**

In April 2015, the University of Wisconsin Board of Regents approved rule revisions to the administrative rules known as Ch. UWS 4, Wis. Admin. Code, “Procedures for Dismissal of Faculty,” Ch. UWS 7, Wis. Admin. Code, “Dismissal of Faculty in Special Cases,” and Ch. UWS 11, Wis. Admin. Code, “Dismiss of Academic Staff for Cause” to comply with the directives outlined in Title IX, the Dear Colleague Letter issued by the U.S. Department of Education Office for Civil Rights, and the Violence Against Women Act. The process to finalize rule revisions is expected to continue through fall 2015. UW-Superior will ensure that all employee disciplinary procedures are compliant with federal law on an ad hoc basis until such revisions to the written procedures are completed.

UW-Superior will ensure that University Staff employee disciplinary procedures are complaint with federal law on an ad hoc basis until such revisions to the written procedures are initiated and completed.

**SEXUAL OFFENDER REGISTRATION**

The Campus Sex Crimes Prevention Act (CSCPA) of 2000 is a federal law that provides for the tracking of convicted sex offenders enrolled at, or employed by, institutions of higher education. The CSCPA is an amendment to the [Jacob Wetterling Crimes against Children and Sexually Violent Offender Act](https://www.ncjrs.gov/pubs/abstracts/188020.pdf). The federal law requires state law enforcement agencies (in Wisconsin, Department of Corrections (DOC)) to provide UW-Superior with a list of registered sex offenders who have indicated that they are enrolled, employed or carrying on a vocation at UW-Superior.
UW-Superior is required to inform the campus community that a Department of Corrections registration list of sex offenders will be maintained and/or made available at the DPS, located at 606 Belknap Street, Superior, WI and/or at http://www.uwsuper.edu/safety/clery/offender.cfm.

For further information regarding the sex offender status at the UW-Superior, contact Director of the DPS, at 715-394-8461.

In addition, the following web sites contain lists of registered sex offenders:

- **In Wisconsin**: WI Department of Corrections http://offender.doc.state.wi.us/public/
- **In Minnesota**: MN Department of Corrections http://www.corr.state.mn.us/
- **Others include**:
  - National Sex Offender Public Registry http://www.nsopr.gov/
  - Sex Offender location web page http://www.familywatchdog.us
  - Maps of Sex Offenders web page http://mapsexoffenders.com

The CSCPA further amends the Family Educational Rights and Privacy Act of 1974 (FERPA) to clarify that nothing in the Act can prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders. This statement is provided in compliance with the **Campus Sex Crimes Prevention Act of 2000** and beginning June 1, 1997, Wisconsin Act 440, the Sex Offender Registration and Community Notification Law, which provides the public with automated access to information about offenders who are required to register with the Department of Corrections.

**The Wetterling Act**: The Wetterling Act requires sex offenders to notify the State of Wisconsin "of each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student; and of each change in enrollment or employment status of such person at an institution of higher education in that State." 42 U.S.C. s. 14071(7)(j)(1). Upon receipt of this information, the State "shall ensure that the registration information collected under paragraph (1) is promptly made available to a law enforcement agency having jurisdiction where such institution is located; and entered into the appropriate State records or data system." 42 U.S.C. s. 14071(7)(j)(2).
## 2015 Campus Crime Statistics


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<tr>
<th>OFFENSE</th>
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## Violence Against Women Act Offenses

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## Violence Against Women Act Offenses

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*After investigation by sworn law enforcement personnel.*

## Offenses Arrests

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<th>ON-CAMPUS STUDENT HOUSING FACILITIES</th>
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<th>LOCAL &amp; STATE POLICE</th>
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### Offenses Arrests

*Note: Starting in 2013: Underage drinking and many drug abuse violations are civil offenses in the State of Wisconsin, not criminal offenses, and therefore tickets issued for these offenses are not classified as “arrests,” as per Clery Act regulations. In the spirit of transparency, UW-S DPS issued 41 civil underage alcohol consumption and 16 drug law violation citations in 2013 for violations that occurred within Clery-reportable geography. Crime statistics from 2013 also include new and expanded categories as a result of the 2013 reauthorization of the Violence Against Women Act. These categories include domestic violence, stalking, rape, fondling, incest and statutory rape. Dating violence is a form of domestic violence in Wisconsin; therefore, dating violence incidents are included in the domestic violence statistics. Previous annual statistics do not include this information, but subsequent annual statistics will, beginning with the 2013 column of this chart.*

### Offenses Referrals

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*Note: Starting in 2013: Underage drinking and many drug abuse violations are civil offenses in the State of Wisconsin, not criminal offenses, and therefore tickets issued for these offenses are not classified as “arrests,” as per Clery Act regulations. In the spirit of transparency, UW-S DPS issued 41 civil underage alcohol consumption and 16 drug law violation citations in 2013 for violations that occurred within Clery-reportable geography. Crime statistics from 2013 also include new and expanded categories as a result of the 2013 reauthorization of the Violence Against Women Act. These categories include domestic violence, stalking, rape, fondling, incest and statutory rape. Dating violence is a form of domestic violence in Wisconsin; therefore, dating violence incidents are included in the domestic violence statistics. Previous annual statistics do not include this information, but subsequent annual statistics will, beginning with the 2013 column of this chart.*
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### Non-Violent Crime Offenses With Bias – LOCAL & STATE POLICE

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<thead>
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<th>Race</th>
<th>Gender</th>
<th>Gender Identity</th>
<th>Religion</th>
<th>Sexual Orientation</th>
<th>Ethnicity</th>
<th>National Origin</th>
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<thead>
<tr>
<th>Intimidation</th>
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<td>2013</td>
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<table>
<thead>
<tr>
<th>Destruction, Damage, or Vandalism of Property</th>
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<td>2012</td>
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<tr>
<td>2013</td>
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<tr>
<td>2014</td>
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</table>

*All incidents of crime that are reported to any Campus Security Authority are reported in their appropriate column for the year that they were reported in.*

Law Enforcement agencies having concurrent jurisdiction are requested to provide statistics for crimes they investigated on university property and immediately adjacent to it. The statistics they provide are included in this report.
PREFACE

This UW Superior Fire Safety Annual Report 2015 is intended to meet the requirements of the Campus Fire Safety Right to Know Act (Act), that became federal law with the passage of the Higher Education Opportunity Act of 2008, and the final rule published October 29, 2009 in the Federal Register, section 668.44. The Act requires colleges and universities to maintain a Fire Log about fires that occur in on-campus housing and publish an annual fire safety report, beginning October 1, 2010.

As required by the Act, this 2015 Annual Fire Safety Report will contain statistics about the number of fires in on-campus housing, the amount of property damage, numbers of injuries and deaths for three previous years. The Higher Education Opportunity Act has very specific definitions that are used in this report. The Act defines the term “fire” to mean “any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.” The term “Fire Drill” is defined as a supervised practice of a mandatory evacuation of a building for a fire. Only those incidents that meet the definitions as defined by the Act are included in this report. This Report also includes information about the fire safety systems available in each residence hall, UW Superior’s training and education programs, the number of evacuation drills, evacuation procedures, the institution’s policies on appliances, smoking, open flames, and other potential hazards, and future plans for fire safety improvements.

The Fire Safety Report has been combined with the annual Campus Crime Security report, and will be posted on the UW Superior web site at:

http://www.uwsuper.edu/safety/clery/index.cfm
INTRODUCTION

The University of Wisconsin Superior (UW Superior) is a small campus in the heart of the City of Superior in Douglas County Wisconsin. In 2014, the campus had five active residence halls: Crownhart, Ostrander, Curran-McNeill, Hawkes and Ross Halls. Hawkes Hall was closed for renovation throughout 2012, and re-opened as a residence hall in August 2013.

UW Superior does not have its own fire department, and relies upon the Superior Fire Department for fire protection and inspection services and as an active participant in the emergency planning process at UW Superior. The Superior Fire Department is a full time professional fire department with three fire stations in the community, two of which are within a 3 minute response time of the campus. The Fire Department and UW Superior conduct joint unannounced inspections of all campus buildings; the residential facilities are inspected twice a year.

The Residence Life Program, Campus Safety, Environmental Health and Safety, Facilities Management and the Superior Fire Department all work together to provide safe living and learning environments in the residence halls. Their roles include:

- The Residence Life program, including its administrative staff, Hall Managers, and Resident Assistants, establish policies, and prepare and convey safety information to their residents.
- Campus Safety provides security, protection, and law enforcement services for the campus, and responds to all fire alarms on campus. The officers are radio dispatched to the scene by the Douglas County 911 Communication center at the same time as emergency services are dispatched when a 911 call is made from the campus.
- The Environmental Health and Safety (EH & S) Department responsibilities include fire safety, emergency planning, and serves as the University’s liaison with the Superior Fire Department.
- Facilities Management maintains the facilities and has oversight for renovations, with a particular emphasis on life safety and safe living conditions.
- Residents are responsible for adhering to the Residence Life policies, cleaning their own rooms, disposing of garbage and recycling, and maintaining a sanitary and safe environment.

RESIDENCE HALL FIRE SAFETY SYSTEM DESCRIPTIONS

The following are the key components of the fire safety systems in use in the UW Superior Residence Halls.

AUTOMATIC ADDRESSABLE FIRE ALARM SYSTEMS

UW Superior buildings are equipped with fire detection systems that will automatically initiate the building fire alarm upon detecting smoke or heat or activation of a manual pull station. All fire alarm systems on campus are networked and continuously monitored by an outside service provider. The service provider
will notify the local 911 communication dispatch center when a fire alarm occurs in any building.

Residential building corridors, lounges, kitchens, laundry, and other spaces are equipped with smoke or heat detectors, manual pull stations, speaker/horns and strobes that are integrated with a fire alarm panel that will indicate the “address” (location) of the sensor or pull station that was activated. Sleeping rooms are equipped with either stand-alone smoke detectors or smoke detectors integrated with the building fire alarm system. In most halls the residential rooms also include fire alarm horns connected to the fire alarm system. Two buildings have sprinkler systems that are integrated with the building fire alarm system. Once a sensor is activated, including sprinkler heads, the panel triggers the building alarm that starts the occupant’s evacuation, and in some buildings will activate magnetic fire door closers to minimize the migration of smoke to other areas of the building. The residence hall fire alarm systems are tested monthly.

**POSTED EMERGENCY PROCEDURES AND EVACUATION ROUTES**

The residence hall corridors have posted Emergency Evacuation Plans showing exit routes, fire alarm pull stations, areas of refuge, fire extinguishers, the Assembly Point (gathering location), the building name and address, and emergency phone numbers.

**FIRE EXTINGUISHERS**

Each residence hall is equipped with fire extinguishers that are appropriate for the type of hazards. Multi-purpose ABC extinguishers are the most common extinguisher in use and are located in every corridor, with K-extinguishers available in each kitchen and clean-agent extinguishers in computer labs to protect electrical equipment. Fire extinguishers are checked monthly and serviced annually.

**STANDPIPES AND SPRINKLER SYSTEMS**

Curran-McNeill, Ostrander and Crownhart Residence Halls are equipped with standpipes for use by the Superior Fire Department.

Recently-renovated Hawkes and Ross Halls are fully protected with sprinkler systems throughout the building. Each floor of Ross and Hawkes Halls are zoned with separate control systems.
**FIRE DOORS AND STAIRWELL AREAS OF REFUGE**

Each stairwell is equipped with a fire-rated door to isolate fire and smoke to the floor and protect the occupants while exiting the building. The fire doors in some buildings have magnetic door closers that allow the door to close automatically when the fire alarm sounds. Doors are kept in their normal closed position if magnetic closers are not available.

The landing of each stairwell serves as areas of refuge (called Safe Zones) where individuals can wait for rescue assistance when they cannot safely exit the building unassisted. Anyone with a permanent or temporary condition that impairs their ability to safely exit the building may use the Safe Zone. The Superior Fire Department will assist individuals from the Safe Zone during fire emergencies.

Table 1 provides a summary of the fire safety systems available in each of the UW Superior Residential Facilities.

**TABLE 1 - SUMMARY OF FIRE SAFETY SYSTEMS AVAILABLE IN UW SUPERIOR RESIDENTIAL FACILITIES**

<table>
<thead>
<tr>
<th>Residence Hall</th>
<th>Addressable Building Fire Alarm System</th>
<th>Smoke Detectors in Sleeping Rooms</th>
<th>Emergency Procedures/ Evacuation Plans Posted</th>
<th>Horns or Strobes in Sleeping Rooms</th>
<th>Multipurpose Fire Extinguishers in Corridors</th>
<th># Standpipes per floor</th>
<th>Sprinkler System Throughout</th>
<th>Calendar Year 2014</th>
</tr>
</thead>
<tbody>
<tr>
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<tr>
<td>Ostrander Hall</td>
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<td>●</td>
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<tr>
<td>Curran-McNeill Hall</td>
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<td>Hawkes Hall</td>
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</tbody>
</table>
The UW-Superior Environmental Health and Safety office works with the Campus Safety, Residence Life, and Facilities Management departments to ensure periodic fire safety training and awareness topics are presented and discussed throughout the calendar year.

The campus uses the same procedures for fire evacuations in all buildings, including residential buildings. The general steps can be described as:

- Anyone who detects smoke or fire should pull the alarm nearest them.
- Everyone is expected to evacuate the building via the nearest exit when a fire alarm sounds. Individuals who cannot exit a building unassisted are advised to go to an area of refuge (Safe Zone) when the alarm sounds.
- Even though the fire alarm systems are continuously monitored by an outside service provider, all occupants are asked to call “911” from a safe place outside the building to report the alarm and provide the location as an extra measure of safety. UW Superior authorizes all guests, residents, employees and students to call 911 to report any emergency.
- Once outside the building, occupants report to one location a safe distance away (Assembly Point) where people can be accounted for, information can be exchanged and safe shelter is available nearby during inclement weather.

Timed fire evacuation drills are conducted in all buildings during the fall, including the residence halls. The purpose of the evacuation drills is to educate the occupants about safe evacuation procedures, where to go to once they exit the building (Assembly Point), how to account for individuals, and to recognize the sound of the fire alarm tones. The fire safety and evacuation procedures are promoted to the campus community for several weeks in advance through paper and electronic media, emails and messages. Additional timed fire drills are held during the spring semester in the residence halls.

All of the emergency procedures are readily available to all students and staff at the campus Emergency Response web site. In addition to these resources, residential students have information provided to them in the UW Superior Residence Life Handbook prepared by the UW Superior Residence Life Department.

Every campus building has posted Emergency Evacuation Plans showing exit routes, fire alarm pull stations, Assembly Points (gathering location), areas of refuge, fire extinguishers and other emergency equipment, the building name and address, and emergency phone numbers. In the residence halls, the Emergency Evacuation Plans are posted in the corridors.

Fire safety is important part of the Resident Hall Assistant’s (RA’s) training. Each year, RA’s receive training in emergency response procedures that includes fire evacuations, reporting emergency information, accounting for individuals and crowd management. The RA’s hold a mandatory meeting with the residents during the first week of school to provide information about fire safety.
and prevention in residence halls and how to respond to emergency situations, including fire alarms and building evacuations.

The Environmental Health and Safety and Campus Safety programs host an annual “Ready Week” event in September in acknowledgment of national Preparedness Month and national Campus Fire Safety month. Demonstrations, displays and written materials on various preparedness topics are available to students and staff, as well as time for questions and answers. One or more Ready Week topics include fire safety in campus residential buildings as well as the “home”, which is inclusive of students living off campus in private residences.

Any student or employee that finds evidence of a recent unreported fire that did not cause an alarm should immediately:

- Call Campus Safety at (715)394-8114, and
- Notifies a Resident Assistant or Hall Manager if there is evidence of an unreported fire inside a residence hall building.

**RESIDENCE HALL FIRE SAFETY POLICIES**

UW Superior is regulated under *Wisconsin Administrative Code Chapter UWS 18.10 Conduct on University Lands*. This code prohibits the lighting, building or burning of fires including candles, incense or gas or charcoal cooking appliances, handling burning material in a negligent manner, tampering with or removing fire safety equipment or signage, initiation of a false fire alarm, or failure to evacuate during a fire alarm or drill.

The University conveys fire safety-related policies to residential students through the UW Superior Residence Life Handbook [*Handbook*] prepared by the UW Superior Residence Life Department. The handbook serves to inform students that the following items are not permitted in UW Superior residence halls:

- Hot plates, toasters and appliances with exposed heating elements
- Gas or propane powered appliances
- Open flames, including candles, candle warmers, or incense
- Resident-provided refrigerators larger than 5 cubic feet
- Stand alone freezers
- Air conditioners
- Fryers
- Space heaters
- Halogen lights
- Wall outlet add-on units and extension cords
- Combustible or explosive materials, including large batteries, charcoal lighter, fireworks, etc.

The UW Superior Smoking policy permits smoking only at designated exterior locations, and smoking is not permitted inside any university building, including residence halls. Wisconsin Statute 101.123 prohibits smoking within 25 feet of a residence hall. Consistent with University policy and state statute, all designated smoking locations at the residence halls are 25 feet or more from the residence halls. This Policy information is conveyed to students through the UW Superior Residence Life Handbook [*Handbook*].
**Residence Hall Evacuation Procedures**

The following fire evacuation procedure is found in the current *Residence Life Handbook*:

**Fire Safety/Evacuation Procedures**
- Pull the fire alarm if you observe smoke and/or fire and proceed to the nearest exit.
- Check the door and door knob(s) for heat and/or dangerous conditions before opening the door.
- If it is safe to exit, open the door and check the exit route. Close the door behind you. Do not use the elevator.
- Leave the building immediately and evacuate to designated building Assembly Point (see below).
  - Ross-Hawkes: Parking Lot furthest near the baseball field
  - Curran-McNeill-Ostrander: Marcovich Wellness Center front door
  - Crownhart – Across Catlin Ave. at the Yellowjacket Union Parking Lot entrance
- If it is NOT safe to exit,
  - Stay in your room, close your door, and remain calm.
  - Fill cracks around the door to keep smoke and vapors out. If possible, place a wet towel rolled up against the crack at the bottle of the door.
  - Keep your window slightly open to allow fresh air in.
  - Attract attention to your location by waving from the window or calling 911.
  - Stay close to the floor and take short breaths.
  - Wait for emergency personnel to escort you out.
- Call 911 from a safe place outside the building. Provide 911 with as much information as possible. Remain on the line until told to hang up.
- If possible, notify your RA or another Residence Life staff member.
- Do not reenter the building until told to do so by emergency personnel or residence life staff.

**Fire Drills**

Two timed fire drills are held in each residence hall each year; the first fire drill is held during the first few weeks of the fall semester, and the second fire drill is held during mid-term of the spring semester. The fire drills are jointly conducted with the Environmental Health and Safety Office, Campus Safety and residence hall staff. The Superior Fire Department is invited to observe each scheduled drill. Fire drill result reports are kept on file in the Environmental Health and Safety Office.

**Reporting**

When a fire alarm sounds in a building all residents are instructed to call “911” immediately from a safe place outside of the building. The Douglas County 911 Communication Center automatically dispatches the Superior Fire Department and Campus Safety to the location. Campus Safety documents each call to a fire alarm, and the data from these responses is used to compile this *Fire Safety Report* and the *Fire Log*. **Make the Right Call**

Report All Fires and Fire Alarms
All fire alarm systems at UW Superior were networked to a central notification system that is continuously monitored by an outside service provider. A fire alarm within any building, including residence halls, alerts the central monitoring company to contact 911. Even with the monitoring system in place, all building occupants are still instructed to call “911” when the fire alarm sounds as an extra measure of safety.

When a fire occurs on campus, Campus Safety officers will notify campus officials of the fire. Table 2 contains the list of campus officials who are notified when a fire occurs on campus.

<table>
<thead>
<tr>
<th>Table 2</th>
<th>Titles of Campus Officials Who Are Notified When Fires Occur on Campus.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chancellor’s Office / Assistant to the Chancellor</td>
<td></td>
</tr>
<tr>
<td>Provost/Vice Chancellor</td>
<td>Director – Residence Life</td>
</tr>
<tr>
<td>Vice Chancellor for Administration and Finance /Campus Risk Manager</td>
<td>Director – Facilities Management</td>
</tr>
<tr>
<td>Dean of Students</td>
<td>Director – Environmental Health and Safety</td>
</tr>
<tr>
<td>Director, Department of Public Safety</td>
<td>Campus Security</td>
</tr>
</tbody>
</table>

**Planned Fire Safety Improvements**

Ross and Hawkes residence halls have undergone a recent extensive renovation of the living areas of the buildings and upgraded life safety components of the buildings. Both buildings were re-occupied in August of 2013, with some renovation work in Ross Hall extending into the fall of 2014. The renovations included a new link between the buildings as a commons and reception area, new fire alarm and sprinkler systems throughout Ross and Hawkes, new emergency generator, emergency lighting, elevators in both buildings, and new kitchen and laundry facilities on all floors.

Future renovations for the residential buildings have not been scheduled yet, and no new fire safety improvements are in the planning stage for the near future.


Table 3 below summarizes the number of fires, the number of fire related injuries requiring medical treatment, number of fire related deaths, and the property damage caused by fire for each of the UW Superior residence halls for the years 2012-2014. Included with the statistics are the numbers of fire drills held in the calendar year for each residence hall.

Three residence hall fires were logged during the 2012 - 2014 reporting period. Damages were very minor and there were no injuries or deaths that resulted.

There were two incidences of fire recorded for 2012. One fire was recorded as an unauthorized fire and resulted in a small charring of a paper flyer with no other property damage. The second
fire in 2012 was reported as an attempted arson when a paper flyer posted on a door was burned, causing $100 in property damage to repair the door. No injuries or deaths occurred.

One fire was recorded for 2013 that was recorded as an unauthorized fire. The fire resulted when an unknown individual set fire to a paper towel in a kitchen area. No property damage or injuries occurred.

No fires were reported in 2014.

### TABLE 3  2011-2013 FIRE SAFETY STATISTICS

<table>
<thead>
<tr>
<th>Residence Hall</th>
<th>Fires</th>
<th>Injuries</th>
<th>Deaths</th>
<th>Damages</th>
<th>Drills</th>
<th>Fires</th>
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<th>Deaths</th>
<th>Damages</th>
<th>Drills</th>
<th>Fires</th>
<th>Injuries</th>
<th>Deaths</th>
<th>Damages</th>
<th>Drills</th>
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### FIRE LOG

The University of Wisconsin-Superior Campus Safety Office maintains an electronic fire log that is available to the public upon request. This log includes data about fires in on-campus housing including the date, time, general location and cause of fires in on-campus housing.

Daily fire information log records are available to the public upon request at the Public Safety Office, 606 Belknap Street, Superior, WI, during normal business hours, Monday – Friday, 8 am – 4:30 pm. The daily fire log for 2012-2014 is also available on the web at: [http://www.uwsuper.edu/safety/clery/dailycrimefirelog.cfm](http://www.uwsuper.edu/safety/clery/dailycrimefirelog.cfm)
APPENDIX A – CAMPUS SECURITY REPORT RESOURCES

CAMPUS SECURITY AND FIRE SAFETY

- UW-Superior Smoking policy [http://www.uwsuper.edu/studentconduct/policies/smoking.cfm]
- Environmental Health and Safety Fire Safety Information [http://www.uwsuper.edu/ehs/hsprogram/firesafety.cfm]
- Campus Fire Safety and Clery Report [http://www.uwsuper.edu/safety/clery/index.cfm]

All emergency response procedures, including fire safety, are readily available to all students and employees at:


DEAN OF STUDENTS OFFICE

Options through the Dean of Students Office may include disciplinary action if the offender is a student and has been violated a university policy or the law. The Dean of Students Office encourages students to report incidents to the Department of Public Safety or Superior Police Department. In addition, campus and community resources are provided to students to may need additional support.

The student disciplinary procedures outlined in [UWS Chapter 17](http://www.uwsuper.edu/safety/clery/index.cfm) are used to facilitate campus disciplinary action for any violations. The opportunities for students to have the person(s) of their choice present during disciplinary hearings are outlined in UWS 17. The results of disciplinary hearings are communicated to the victim. Possible campus sanctions include probation, resignation or leave for misconduct, suspension or expulsion, written reprimand, and denial of particular university privileges.

The university will change a victim's academic and living situations after the alleged sex offense if those changes are requested by the victim and are reasonably available.

COUNSELING SERVICES

Student Health and Counseling Services - [http://www.uwsuper.edu/shcs](http://www.uwsuper.edu/shcs)
715-394-8236

Office Hours:
8:00 a.m. to 4:30 p.m.

Office Location:
Marcovich Wellness Center - 1810 Catlin Avenue, Room 1729
The mission of Student Health and Counseling Services is to support student well-being by providing health education, prevention, promotion and treatment, ultimately influencing academic achievement and connectedness with campus and community.

Basic medical services are available at the Mariner Medical Clinic in Superior. For more information please click on the medical services link http://www.uwsuper.edu/shcs/physicalhealth/index.cfm

The counseling services at UW-Superior allow undergraduate and graduate students the opportunity to explore their concerns and problems with a professional therapist in a confidential setting. Emotions such as depression, anxiety, and loss can disrupt a student's focus on academics. Excessive worry and concern can interfere with the joy of living. We offer professional assistance for a variety of personal concerns such as relationship problems, grief and loss, chemical abuse, loneliness, and time and stress management.

**Common Concerns include, but are not limited to:**

- Stress, anxiety, relationships, depression, alcohol/drug abuse, family, food habits/dieting, career, grief/loss, grades, sexual assault, tobacco cessation

**AODA INFORMATION**

The following link is the University Policy regarding Drug and Alcohol use http://www.uwsuper.edu/hr/policies/drug.cfm. If there are any questions, contact the Human Resources Office.

**APPENDIX B – CLERY REPORTING COMPLIANCE SOURCES**

**THE JEANNE CLERY ACT**

http://clerycenter.org/summary-jeanne-clery-act


**THE HANDBOOK FOR CAMPUS SAFETY AND SECURITY REPORTING**

This handbook (PDF, February 2011) was developed by the U.S. Department of Education to present step-by-step procedures, examples, and references for higher education institutions to follow in meeting the campus safety and security requirements of the Higher Education Act of 1965, as amended.


**TITLE 34: EDUCATION**

- **PART 668—STUDENT ASSISTANCE GENERAL PROVISIONS**
  - Subpart D—Institutional and Financial Assistance Information for Students

- **§ 668.46 Institutional security policies and crime statistics.** (Contains a list of crime definitions and other federal annual security report guidelines.)
HATE CRIME DEFINITION

- http://www2.fbi.gov/ucr/cius_04/offenses_reported/hate_crime/index.html

VIOLENCE AGAINST WOMEN ACT.

Included in the bill was the Campus Sexual Violence Elimination Act (Campus SaVE), which amends the Jeanne Clery Act and affords additional rights to campus victims of sexual violence, dating violence, domestic violence, and stalking.
http://clerycenter.org/article/vawa-amendments-clery

TRAINING FROM THE U.S. DEPARTMENT OF EDUCATION

http://www2.ed.gov/campus-crime/HTML/cc_on/Contents.html

CAMPUS SAFETY MAGAZINE

The Campus Safety magazine is a resource often used by the Department of Public Safety to educate the officers about best practices related to Clery reporting, hazing and discrimination, sexual assault investigations, relationship violence. The following are articles used:

- Clery Act Fines Increased to $35K Per Violation
- Clery Reporting: Whose Job Is It Anyway?
- Clery Center: Incident Reporting Has Improved but Could Be Better
- Additional Clery Compliance Guidance
- Specific guidelines on emergency notification, emergency response policies and testing.
- Specific guidelines on missing students.
- Specific guidelines on the new fire incident reporting requirements.
- How to Prevent Hazing

OFFICE OF POSTSECONDARY EDUCATION - SECURITY AND CRIMES INFORMATION

For further information about security and crimes on any other campus can be found at http://ope.ed.gov/security.

APPENDIX C – FIRE SAFETY RESOURCES

- UW Superior Residence Life Handbook 2015-16
- UW Superior Smoking policy
  http://www.uwsuper.edu/studentconduct/policies/smoking.cfm
- Wisconsin Statute 101.123 Smoking
  http://www.legis.state.wi.us/statutes/Stat0101.pdf
- Campus Fire Safety and Clery Report
  http://www.uwsuper.edu/safety/clery/index.cfm
Fire Log Records 2010 to present
https://www.uwsuper.edu/safety/clery/dailycrimefirelog.cfm

All emergency response procedures, including fire safety, are readily available to all students and employees at:

- Campus Web site: Emergency Response Procedures
  http://www.uwsuper.edu/emergency/procedures/index.cfm

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**PAPER COPY OF THE ANNUAL REPORT**

To request a printed copy of the Annual Campus Security and Fire Safety Report, or for questions or requests for additional information about Campus Security or Fire Safety at the University of Wisconsin Superior, contact:

<table>
<thead>
<tr>
<th>Campus Security</th>
<th>Fire Safety</th>
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<tbody>
<tr>
<td>Director for the Department of Public Safety Public Safety Building P.O. Box 2000, 606 Belknap Street Superior, WI 54880 Phone: 715-394-8461</td>
<td>Director for Environmental Health and Safety Program Public Safety Building P.O. Box 2000, 606 Belknap Street Superior, WI 54880 Phone: 715-394-8073</td>
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110 Gallagher Road
Wayne, PA 19087
http://clerycenter.org/contact/information
Office: (484) 580-8754
Fax: (484) 580-8759

ED.gov
U. S. Department of Education
http://www.ed.gov/about/contacts/gen/index.html
1-800-USA-LEARN (1-800-872-5327)
Spanish speakers available (se habla español)
http://www2.ed.gov/admins/lead/safety/campus.html