This combined *University of Wisconsin- Superior Annual Campus Security and Annual Fire Safety Report – 2018* 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

This report is published by the UW-Superior Department of Public Safety in accordance with the University’s Compliance with Clery Act Policy.
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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 report 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>
</tr>
</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, WI 55805</td>
</tr>
</tbody>
</table>

### HEALTH RESOURCES

<table>
<thead>
<tr>
<th>Agency/Office</th>
<th>Phone</th>
<th>Address/Location</th>
</tr>
</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>
</tr>
</tbody>
</table>

### SEXUAL AND DOMESTIC VIOLENCE RESOURCES

<table>
<thead>
<tr>
<th>Agency/Office</th>
<th>Phone</th>
<th>Address/Location</th>
</tr>
</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><a href="http://www.rainn.org">www.rainn.org</a></td>
</tr>
<tr>
<td>Title IX Coordinator – UW-Superior</td>
<td>715-394-8244</td>
<td>Yellowjacket Union 146</td>
</tr>
</tbody>
</table>

### NATIONAL AND STATEWIDE HOTLINES

<table>
<thead>
<tr>
<th>Agency/Office</th>
<th>Phone</th>
<th>Address/Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alcoholics Anonymous</td>
<td>212-870-3400</td>
<td><a href="http://www.aa.org/">http://www.aa.org/</a> (various)</td>
</tr>
<tr>
<td>Narcotics Anonymous</td>
<td>800-240-0276</td>
<td><a href="http://wisconsinna.org/">http://wisconsinna.org/</a> (various)</td>
</tr>
<tr>
<td>National Center on Drug Abuse Hotline</td>
<td>800-662-HELP</td>
<td><a href="http://www.nationalhelplines.org/">www.nationalhelplines.org/</a></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><a href="http://www.suicideprevention.org/">www.suicideprevention.org/</a></td>
</tr>
</tbody>
</table>
CAMPUS INFORMATION

CAMPUS MAP

BAR Barstow Hall
(sciences labs)

CHT Crownhart Hall
(residence hall)

CMO Curran-McNeill, Ostrander Halls
(residence halls)

ERL Erickson Hall
(business programs, classrooms, Distance
Learning Center)

HFA Holden Fine and Applied Arts Center
(classrooms, studios, performance areas)

GH Oexmann Greenhouse

H Hawkes Hall
(residence hall)

JDH Jim Dan Hill Library

HP Halbert Heating Plant

MWC Margeovich Wellness Center
(field house, recreation, athletics,
classrooms, faculty offices)

G Gates Physical Education Building
(gym, pool, student labs, study areas)

OM Old Main
(admissions, administration)

NERR Lake Superior National
Estuarine Research Reserve

O Ole Haugrud Stadium

PSB Public Safety Building
(Campus Safety, Parking Services, Environmental
Health and Safety)

R Ross Hall
(residence hall)

SC University Services Building

SW Swenson Hall
(classrooms, faculty offices)

WA Wessman Arena

YU Yellowjacket Union
(student center)
SOUTH (ATHLETICS, FACILITIES & 2 RESIDENCE HALLS) CAMPUS AERIAL VIEW
NORTH (MAIN) CAMPUS AERIAL VIEW
**CAMPUS DESCRIPTION**

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 two rural, uninhabited research properties are located away from the main campus lands. The University also owns two buildings in Superior on Barker’s Island which house a research center, the Lake Superior National Estuarine Research Reserve, under a partnership agreement. No University classes are held there at present. The City of Superior’s population is approximately 27,000 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.
LAW ENFORCEMENT INFORMATION

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 and are in the process of finalizing a Memorandum of Understanding to provide greater cooperation on criminal investigations more specifically involving crimes of violence and sexual assault. 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 the appropriate police agency. The report should be accurate and made when the victim of a crime
elects to, or is unable to, make such a report. 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.

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.

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
- By internet to the Superior Police Department by going to: 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
**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.*

*In the event of an emergency where assistance is required from the Superior Police Department, the Superior Fire Department, or Gold Cross Ambulance, dial 9-1-1.*

**CRIME STATISTIC REPORTING**

The DPS compiles and maintains statistics on all crimes occurring within the University’s Clery identified geography. Clery Act identified crime, arrest, and referral statistics are annually reported to the U.S. Department of Education by the DPS Director. In addition to incidents reported to the DPS, statistics are solicited from UW-Superior Campus Security Authorities and local law enforcement agencies having concurrent jurisdiction. Letters are sent annually to the Superior Police Department, the Douglas County Sheriff’s Department, and the Wisconsin State Patrol requesting statistics for all crimes reported to them and arrests or referrals they made for incidents which occurred on or near campus. They are specifically asked to provide data on date/time/location of offenses as well as names of all involved parties so we can compare this information with DPS reports on file to ensure statistics do not get double counted. Maps identifying our Clery geography accompanied the letters. For the current reporting year only statistics provided by the Superior Police Department are included in this year’s Annual Campus Security Report. They provided us with copies of their incident reports for all possible matching offenses. These reports were reviewed by the Director of the DPS for possible inclusion. The Wisconsin State Patrol responded they did not have any incidents/statistics matching the criteria. The Douglas County Sheriff’s Department did not respond.

**DAILY CRIME LOG**

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 from 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.
All crimes reported to the DPS are entered onto the Daily Crime Log within 48 hours. The log contains at least the last 90 days of crimes reported to the DPS and incidents prior to this are archived on the DPS website. The Daily Crime Log is posted in the lobby of the Public Safety Building and is available for viewing during regular business hours. The log is also posted on the DPS website as soon as reasonably possible at:

http://www.uwsuper.edu/safety/clery/dailycrimefirelog.cfm

**COMMUNICATING EMERGENCY NOTICES**

In the event of an emergency or situation on or near campus that may pose an immediate or continuing threat to the campus community, the DPS will issue a Timely Warning or Emergency Notification to the campus community in a timely manner to enable individuals to take appropriate actions to protect themselves. These notices will be communicated to all parts of campus which are considered to be potentially affected.

Timely Warnings and Emergency notifications 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. These notifications 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. Text messages and voice notifications will also go out to those who have opted to receive them by creating an account through the University SAFE Alert website. 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 web site 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 or Emergency Notification 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.

UW-Superior will without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system(s) unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

Additional information on Timely Warnings and Emergency Notifications is contained in Appendix B of the University’s Emergency Response Plan located at: https://www.uwsuper.edu/emergency/plan/upload/Emergency-Response-Plan-Rev-6-2016_20161101093845_211939.pdf

**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.

**TIMELY WARNINGS**

A Timely warning will be immediately issued to the campus community, which is comprised of students, staff, and visitors, upon the receipt and confirmation of a report by the DPS or a local law enforcement agency of a Clery Act identified offense occurring on or near campus which is deemed to pose an immediate and/or continuing threat to part or all of campus. This warning will include information on what has occurred, where this occurred, when it occurred, and what actions individuals should take for personal safety. Any of the following circumstances could trigger issuance of a Timely Warning:

- **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 even if it is not a Clery Act identified crime**

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 web site 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.

**Emergency Notifications**

Emergency Notifications will be communicated to the campus community in the same manner as those issued for Timely Warnings. The decision to issue an Emergency Notification 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.

Situations which may precipitate issuing such a warning include but are not limited to:

- Chemical release, fire, severe weather, manmade or natural disaster, or any other event, non-Clery identified criminal act or situation which may pose a threat or danger to all or part of the campus community

**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 web site. 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 online 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.

POLICIES AND LAWS

UW-Superior Goverance Policies

UW-Superior Student Conduct Policies Web Page

UW-Superior Human Resources Policies Web Page

BUILDING ACCESS POLICY

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 ILLEGAL DRUGS AND ALCOHOL

Policy Page Link

The University of Wisconsin System and UW-Superior prohibit the unlawful possession, use, distribution, sale, 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, sale, 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 and illegal under both state and federal laws. Violators are subject to University disciplinary action, criminal prosecution, finem and imprisonment. The enforcement of alcohol and drug laws on campus is the primary responsibility of the Department of Public Safety.

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.](http://www.legis.wisconsin.gov/statutes/index.do?tab=2&year=2013&title=865&ch=961&sec=41&frameId=stat961.html#41)) **WISCONSIN 2013 BOND SCHEDULE** (Page 94 - fine amounts still the same for 2017)

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.](http://www.legis.wisconsin.gov/statutes/index.do?tab=2&year=2013&title=865&ch=961&sec=41&frameId=stat961.html#41)) 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.](http://www.legis.wisconsin.gov/statutes/index.do?tab=2&year=2013&title=865&ch=961&sec=41&frameId=stat961.html#41)

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.](http://www.legis.wisconsin.gov/statutes/index.do?tab=2&year=2013&title=865&ch=125&sec=07&frameId=stat125.html#07)) 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.](http://www.legis.wisconsin.gov/statutes/index.do?tab=2&year=2013&title=865&ch=125&sec=07&frameId=stat125.html#07)) 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.](http://www.legis.wisconsin.gov/statutes/index.do?tab=2&year=2013&title=865&ch=125&sec=07&frameId=stat125.html#07)) 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 - fine amounts still the same for 2017)

**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](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](http://www.usuhs.edu/student жизни/ahc/offices/ado/) and [Human Resources Office](http://www.usuhs.edu/student жизни/ahc/offices/hr/) 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 Work Life'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 Policy 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 [https://www.uwsuper.edu/reslife/directory/index.cfm](https://www.uwsuper.edu/reslife/directory/index.cfm)

**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, if DPS determines 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.
• A missing student notification must go into effect within 24 hours of determination that a student who lives in on campus housing has been missing for 24 hours.

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  (VAWA/TITLE IX)**

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.

UW-Superior prohibits all forms of sexual misconduct including but not limited to sexual assault, domestic violence, dating violence, and stalking. These crimes are not tolerated on campus and are a violation of Wisconsin law as well as the student code of conduct. This type of violence and the fear of violence can disrupt the working and learning environment for not only the victims of the crimes but for the whole campus. UW-Superior works to prevent and address sexual assault, dating violence, domestic violence, and stalking. The legal definitions of sexual assault, domestic violence, dating violence, stalking and consent are taken from State of Wisconsin statutes. These terms also are defined in UW-Superior policy:

**Consent.** Words or overt actions by a person who is competent to give informed consent indicating a freely given agreement to have sexual intercourse or sexual contact. A person is unable to give consent if they are incapacitated because of drugs, alcohol, disabled physically or intellectually, or unconscious (s. 940.224(4), Wis. Stats.).

**Dating violence.** Violence committed in a “dating relationship,” which is defined as a romantic or intimate social relationship between two adult individuals. “Dating relationship” does not include a casual relationship or an ordinary fraternization between two individuals in a business or social
context. A court shall determine if a dating relationship existing by considering the length of the relationship, the type of the relationship, and the frequency of the interaction between the adult individuals involved in the relationship (s. 813.12(1)(ag), Wis. Stats.).

**Domestic Violence.** Any of the following engaged in by an adult family member or adult household member against another adult family member or adult household member, by an adult caregiver against an adult who is under the caregiver’s care, by an adult against his or her adult former spouse, by an adult against an adult with who the individual has or had a dating relationship, or by an adult against an adult with whom the person has a child in common (s. 813.12 (1)(am) and 968.075, Wis. Stats.):

1. Intentional infliction of physical pain, physical injury or illness.
2. Intentional impairment of physical condition.
3. A violation of the state statute regarding sexual assault (Wis. Stat. § 940.225(1), (2) or (3).
5. A violation of the state statute regarding damage to property (Wis. Stat. § 943.01), involving property that belongs to the individual.
6. A threat to engage in the conduct under 1., 2., 3., 4., or 5 listed above, s. 813.12 (1)(am) and 968.075.

**Gender-Based Stalking.** When one intentionally engages in a course of conduct directed at a specific person that would cause a reasonable person under the same circumstances to suffer serious emotional distress or to fear bodily injury to or the death of himself or herself or a member of his or her family or household, (s. 940.32, Wis. Stats.).

**Sexual Assault.** … sexual contact or sexual intercourse with another person without the consent of that person, s. 940.225(4), Wis. Stats.

1. **FIRST DEGREE SEXUAL ASSAULT.** Engaging in any of the following constitutes First Degree Sexual Assault:
   (a) Has sexual contact or sexual intercourse with another person without consent of that person and causes pregnancy or great bodily harm to that person.
   (b) Has sexual contact or sexual intercourse with another person without consent of that person by use or threat of use of a dangerous weapon or any article used or fashioned in a manner to lead the victim reasonably to believe it to be a dangerous weapon.
   (c) Is aided or abetted by one or more other persons and has sexual contact or sexual intercourse with another person without consent of that person by use or threat of force or violence.

2. **SECOND DEGREE SEXUAL ASSAULT.** Engaging in any of the following constitutes Second Degree Sexual Assault:
   (a) Has sexual contact or sexual intercourse with another person without consent of that person by use or threat of force or violence.
   (b) Has sexual contact or sexual intercourse with another person without consent of that person and causes injury, illness, disease or impairment of a sexual or reproductive organ, or mental anguish requiring psychiatric care for the victim.
   (c) Has sexual contact or sexual intercourse with a person who suffers from a mental illness or deficiency which renders that person temporarily or permanently incapable of appraising the person's conduct, and the defendant knows of such condition.
(d) Has sexual contact or sexual intercourse with a person who is under the influence of an intoxicant to a degree which renders that person incapable of giving consent if the defendant has actual knowledge that the person is incapable of giving consent and the defendant has the purpose to have sexual contact or sexual intercourse with the person while the person is incapable of giving consent.

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

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

(3) **THIRD DEGREE SEXUAL ASSAULT.** Having sexual intercourse with a person without the consent of that person.

(4) **FOURTH DEGREE SEXUAL ASSAULT.** Having sexual contact with a person without the consent of that person.

**Sexual Contact.** Means intentional touching, whether direct or through clothing, if that intentional touching is either for the purpose of sexually degrading, or for the purpose of sexually humiliating the complainant or sexually arousing or gratifying the defendant or if the touching contains the elements of actual or attempted batter under s. 940.19(1), s940.225(5)(b)(1), Wisc. Stats.

**PRIMARY PREVENTION AND ONGOING AWARENESS PROGRAMS**

UW-Superior is dedicated to educational and prevention services. Primary prevention programs means programming, initiatives, and strategies informed by research or assessed for value, effectiveness, or outcome that are intended to stop dating violence, domestic violence, sexual assault, and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions. Primary prevention and ongoing educational/awareness efforts at UW-Superior contain information about options available to victims, procedures for institutional disciplinary action, risk reduction, and bystander intervention. The Title IX Coordinator/Associate Dean of Students collaborates with Student Health and Counseling Services and the Center against Sexual and Domestic Abuse to provide primary prevention programs and services, confidential victim advocacy, and training/technical assistance services focused on sexual assault, domestic violence, dating violence and stalking. The following programs and services are offered:

**Undergraduate Orientation:** At orientation, known as SOAR (Student Orientation, Advising, and Registering), both new undergraduate students and parents are provided with information about sexual assault, consent, and resources available to victims in accordance with the Wisconsin Statutes 36.11(22)(a). Parents and guests of new students are provided with a presentation about student health and safety led by the Title IX Coordinator and the Dean of Students. SOAR is offered each summer and winter and is coordinated by the Admissions Office.

**Sex Discrimination/Sexual Misconduct Brochure:** This brochure about any sexual misconduct and violence provides an overview of the campus policy, resources for victims, and options for reporting violations. To view the handbook, see: [https://www.uwsuper.edu/studentconduct/policies/upload/Sexual-Misconduct-brochure-NEW1_2016.pdf](https://www.uwsuper.edu/studentconduct/policies/upload/Sexual-Misconduct-brochure-NEW1_2016.pdf)

**Online Training “Think about It” Prevention Program:** Incoming undergraduate first-year and transfer students who intend to earn degrees from UW-Superior are required to complete an online training course. Students who do not complete the program are not able to register for second-semester classes. This training
provides a statement that the institution prohibits the crimes of domestic violence, dating violence, sexual assault and stalking; definitions of sexual assault, domestic violence, dating violence, stalking and consent, in reference to sexual activity, in UW-Superior’s policy; a description of safe and positive options for bystander intervention; and information on risk reduction.

**Weekend of Welcome (WoW) Prevention Programming:** WoW is coordinated by the First Year Experience Director and is designed to welcome new students to campus each fall. A larger scale educational program is offered each fall to new undergraduate first-year students focused on sexual assault, consent, gender norms, and dating, “Sex Signals” from Catharsis Productions. Training for the WoW team leaders is provide by the Title IX coordinator each fall as well. First Year Experience also offers an online training course that covers this topic for those students who did not attend WoW.

**On-Campus Program Coordinator from CASDA:** The Center against Sexual and Domestic Abuse has provided one of their staff to be available in our Gender Equity Resource Center for regular office hours at a minimum of two hours a week. The staff member collaborates with the staff in the Gender Equity Resource Center to provide prevention programming, active bystander training, and training for student advocates.

**TRAINING SERVICES**

The Title IX Coordinator provides training about institutional reporting requirements and resources/rights for victims of sexual assault, dating violence, domestic violence, stalking, and/or sexual harassment for faculty, staff and students periodically and when requested. For more information, individuals can email titleixcoordinator@uwsuper.edu.

**SEXUAL ASSAULT AND GENDER BASED COMMITTEE**

UW-Superior Title IX Coordinator, the Director of Student Health and Counseling Services, and the Director of Public Safety works with a multidisciplinary committee dedicated to addressing sexual assault, domestic violence, dating violence and stalking in the area (the Superior’s Community Coordinated Response team). Membership is composed of the campus individuals listed above, community-based victim services agencies, community members, the district attorney staff, Victim Witness staff, and Superior Police. The convener is a program coordinator from the Center against Sexual and Domestic Abuse (CASDA).

**REPORTING AND RESOURCES**

Students and employees who experience sexual assault, domestic violence, dating violence, and/or stalking have many options and services available to them on and off campus, including mental health counseling, victim advocacy, off-campus legal assistance, employee assistance and access to the criminal and campus disciplinary systems. Services are available to victims regardless of their choice to report the incident to law enforcement, and most are available at no charge.

When a student or employee reports to UW-Superior that they have been a victim of sexual assault, domestic violence, dating violence or stalking, whether the offense occurred on or off campus, UW-Superior will provide the student or employee with notification of the student or employee’s rights and options.
PROCEDURES FOR REPORTING

Student or University Employees who experience sexual assault, domestic violence, dating violence and stalking or sex discrimination are provided options for reporting:

1. Report to Title IX Coordinator or Dean of Students Office:
   - Students or University Employees who experience sexual misconduct can contact the Title IX Coordinator (who has been designated to receive reports from University employees and students) or the Dean of Students Office (who has been designated to receive reports from students).
     - Title IX Coordinator -- 715-394-8243
     - Dean of Students Office -- 715-394-8244
     - www.uwsuper.edu/incidentreport (this report is routed to the Title IX Coordinator)
   - University Employees who witness or receive a first-hand report of sexual misconduct from an enrolled student are required by Wisconsin Law 36.11(22) to report the incident to the Dean of Students Office or Title IX Coordinator. Details of the report need to be included however, a name does not need to be provided.

2. Report to a Responsible Employee:
   - Students or University Employees who experience sexual misconduct can contact one of the below “responsible employees” who is required to report the incident to the Title IX Coordinator:
     - Dean of Students Office – 715-394-8244
     - Chancellor – 715-394-8223
     - Vice Chancellors
       - Provost and Academic Affairs – 715-394-8449
       - Administration and Finance – 715-394-8014
       - Enrollment Management – 715-394-8115
       - University Advancement – 715-394-8598
     - Director of Human Resources – 715-395-8220
     - Dean of Faculties and Graduate Studies – 715-394-8595
     - Campus Safety – 715-394-8114
     - Residence Life Staff – 715-394-8438
       - Hall Managers, Assistant Hall Managers and Resident Assistance can be contacted in student respective halls.
     - Director of Athletics, Assistant Director(s) of Athletics, Coaches, and Assistant Coaches – 715-395-4693

3. Report to a Confidential Resource: The University encourages victim/survivors to report sexual misconduct. Below is a list of confidential sources to report to:
   - Student Health and Counseling Services (SHCS) – 715-394-8236, Marcovich Wellness Center 1729, www.uwsuper.edu/shcs (NOTE: Counselors in SHCS provide confidential counseling and have a responsibility to report only general information about incidents of sexual misconduct to the Title IX Coordinator to the campus’ obligation to gather statistical information.)
   - Center Against Sexual and Domestic Abuse (CASDA) - 800-649-2921 (24-hour hotline), 318 21st Ave E, Superior, WI 54880, www.casda.org
     VITAL Work Life is available to all University employees.
   - 24-Hour National Domestic Violence Hotline - 800-799-SAFE (7233)
   - Personal clergy/pastoral counselor
Local hospitals
These options allow a victim who is 18 or older to get help without having their name or information shared with campus officials, third parties or law enforcement to the extent permissible by law. Please be aware that exceptions to confidentiality include reports of child abuse (victims 17 or younger), elder abuse, and threats of imminent harm to self or others.

4. Report to law enforcement or Campus Safety:
   - Dial 911
   - UW–Superior Campus Safety Department -- 715-394-8114, 606 Belknap Street, Superior, WI 54880
   - Superior Police Department -- 715-395-7234, 1316 N 14th St #150, Superior, WI 54880
   - Or local police jurisdiction where sexual misconduct occurred.

5. Reporting Anonymously:
   - https://cm.maxient.com/reportingform.php?UnivofWisconsinSuperior -- individuals reporting are not required to report their name, however other information such as date, time, location, perpetrator information, etc. can be provide.

Reports of sexual misconduct are addressed at UW-Superior through prompt, fair, and equitable student and university employees conduct procedures. These procedures address all members of the University community, including faculty, staff, university employees, students, and visitors to our campus, and provides resources to address and resolve issues and concerns of sexual misconduct.

Following a report of sexual assault, domestic violence, dating violence and/or stalking to UW-Superior, whether the offense occurred on or off campus, UW-Superior will provide the student or employee a written explanation of the student’s or employee’s rights and options. All victims have the right to be accompanied by a person of their choosing, including a victim advocate, when they file a report and to any meetings related to institutional disciplinary proceedings.

When a report is filed with UW-Superior campus safety, the Dean of Students Office or the Title IX Coordinator, UW-Superior will investigate for a hostile environment and, where applicable, pursue disciplinary action against the person alleged to have committed the offense. The Dean of Students Office and Title IX Coordinator are required to respond appropriately all reports of sexual violence, and will do so when they receive notice of a possible hostile environment.

UW-Superior provides training and information to many staff members to respond to and support victims, however, many victims do not feel comfortable talking to law enforcement, campus administrators, professors, or advisors. Healing can look different for everyone. Additional services available to victims of crime occurring both on- and off-campus are listed in this chapter, including confidential options that will not result in criminal or university disciplinary investigation.

THE RESPONSIBILITY OF FACULTY AND STAFF TO REPORT SEXUAL HARASSMENT, MISCONDUCT OR VIOLENCE

Harassment and Discrimination Policy Page Link

Clery Reports – UW-Superior Annual Campus Security and Fire Safety Report contains the campus’ crime statistics (including sexual assaults) and addresses annual reporting requirements currently required
by the United States Department of Education. The past reports can be found at

WI Stat. 36.11(22) Requirements -- Any person employed by UW-Superior who witnesses a sexual
assault (or any sexual misconduct) on the UW-Superior campus or in the immediate surrounding area, or
who receives a first-hand report of sexual assault from an enrolled student, is required by Wisconsin law
(s.36.11(22), Wis. Stats.) to report the sexual misconduct to the Dean of Students Office. This effort is not
the same as filing a criminal report. Disclosing the victim’s name is not required as part of this report. The
Campus Safety Office in collaboration with the Dean of Students Office shall compile reports for the
purpose of disseminating statistical information.

“Responsible Employees” (listed above) are/is required to report the incident to the Title IX Coordinator
and to include all details of the allegations including the name of the complainant, victim and alleged.

NO CONTACT (RESTRAINING) ORDERS ISSUED BY A COURT OF LAW

UW-Superior and Campus Safety will enforce active no contact and restraining orders issued by a court
of law. Students who have a court-issued restraining order and wish to inform the University should
contact the Dean of Students office or Campus Safety. Students who need to be provided additional
accommodations regarding a restraining order should contact the Dean of Students office. Employees
who have a court issued restraining order should notify the Title IX Coordinator and Campus Safety.
Please be aware that notification to the University of an existing court-ordered restraining order may
require the Dean of Students Office or the Title IX Coordinator to follow up as prescribed by Title IX.

NO CONTACT DIRECTIVES ISSUED BY THE DEAN OF STUDENTS OFFICE

The Dean of Students Office staff approach their work in a proactive manner whenever possible. There are
times in which students seek assistance, guidance, and support involving a variety of complex situations,
including but not limited to: relationship struggles, victimization, safety concerns, privacy concerns, bias
incidents, criminal investigations, and court-ordered restraining orders. One tool the Dean of Students
Office uses to support a safe, respectful, and responsible educational environment, either as a proactive
measure or in response to and prevention of additional incidents, is a no contact directive.

A No Contact Directive is a university-issued directive that prohibits the student who receives it from
having contact with, in any form, the individuals or individuals named in the directive. The no contact
directive is different than a restraining order/civil injunction issued by a court of law and may be issued by
the Dean of Students Office independent of the student disciplinary process.

A No Contact Directive is issued when the Dean of Students Office staff member assigned to a pending
matter or disciplinary action determines that an individual should be prohibited from having contact with
other parties. The individual(s) listed in a no contact directive can include, but might be limited to,
complainants, respondents and witnesses. No Contact Directives are often issued during the course of
investigating cases which involve allegations of sexual assault, dating/domestic violence, and stalking.

A No Contact Directive is issued in writing via a student’s university email, and when possible, verbally.
Recipients of the no contact directive are informed that future contact with the individual or individuals named
in the directive may be considered harassment and result in a disciplinary investigation. Individuals are also
informed, in writing, of the process to appeal the No Contact Directive, which is handled by an Associate Dean of Students. If the individuals involved are in student organizations or classes together, the parameters of the no contact directive will be discussed and additional expectations for minimizing contact may be added to the written correspondence. Students will be provided with an opportunity to ask questions about the terms of the no contact directive issued to them.

A copy of the no contact directive email is sent to Dean of Students Office, Campus Safety, and when there is a connection to the Director of Residence Life or any other university staff member that needs to be notified. When issued, a No Contact Directive does not have an end date, and can be reviewed by an Assistant Dean of Students by request of the individual(s) involved. The review decision must be issued in writing and include copies to the above mentioned staff members.

Individuals who violate a No Contact Directive risk being charged and investigated through the nonacademic misconduct process for UWS 17.09(4) Harassment and/or UWS 17.09(11) False Statement or Refusal to Comply Regarding a University Matter. Information regarding the no contact directive is maintained in a student database and does not appear on an internal or external transcript.

**NO CONTACT DIRECTIVES ISSUED TO EMPLOYEES**

The Title IX Coordinator and Deputy Investigator in Human Resources in collaboration with supervisor(s) have the authority to regulate workplace behavior of Academic and University staff, and faculty, as long as there is a work-related reason for doing so. UW-Superior may issue No Contact Directives to employees when appropriate circumstances arise. Circumstances under which a No Contact Directive may be issued include, but are not limited to, pending disciplinary complaints, Title IX investigations, etc. A No Contact Directive may limit an employee’s contact with another employee, a student, or other member of the University community or limit an employee’s contact with a work location for a length of time determined by the employee’s supervisor or Human Resources. The following types of contact may be prohibited by a no contact directive: face-to-face/in-person, telephone, e-mail, text message, social networking sites, written communication, video and other electronic communication, and contact through third parties. Violation of a no-contact directive issued by UW-Superior may result in disciplinary action. Employees may challenge a No Contact Directive by using the grievance process for their employment category.

**NOTICE OF ACCOMMODATIONS**

Students and employees who report sexual assault, domestic violence, dating violence or stalking to UW-Superior will receive notification about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and in the community.

Students and employees who report sexual assault, domestic violence, dating violence or stalking to UW-Superior will receive notification of rights, options and information about available assistance in and how to request changes to academic, living, transportation, working situations and protective measures. This will be provided whether the offense occurred on or off campus. UW-Superior will make such accommodations or provide such protective measures if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to campus police or local law enforcement. This information is also provided to all students and employees in this ASR.
UW-Superior will maintain as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of UW-Superior to provide accommodations or protective measures.

The Dean of Students Office, the Title IX Coordinator, and Title IX Deputies can provide information and assistance to those requesting accommodations and changes to academic, living, transportation, working situations and other protective measures.

**UW-SUPERIOR AND PROTECTING VICTIM CONFIDENTIALITY**

When a student or employee victim reports to an office or official who is not explicitly designated as confidential, UW-Superior takes every precaution to protect victim privacy and confidentiality by sharing information only with university officials who have a legitimate educational interest and/or those who need to know for the purposes of institutional response.

In an effort to protect victim safety and privacy, UW-Superior maintains information about sexual violence in a secure manner. If the University has notice of an incident, UW-Superior will balance the victim’s request to keep identifying information confidential with Title IX’s mandate to investigate hostile environments.

To the extent permissible by law, UW-Superior will endeavor to keep victim information private. However, once a report is made to the University, or the University has notice of an incident of sexual assault, domestic violence, dating violence, or stalking, confidentiality cannot be guaranteed unless that information is reported directly to one of the confidential resources listed above. UW-Superior will strive to maintain as confidential any accommodations or protective measures provided to the victim, but keeping victim information confidential may limit UW-Superior’s ability to provide accommodations or protective measures.

For victims aged 18 and older who report to non-confidential sources, relevant information will be shared only with those who need to know, such as Title IX Coordinators and Deputy Coordinators, complaint investigators, and other individuals who are responsible for handling the school’s response to incidents of sexual violence. In the case of minors, UW-Superior employees must report child abuse to Child Protective Services or local law enforcement.

For Clery Act reporting and disclosures, a victim’s name or identifying information will never appear in a Crime Warning, on the Daily Crime Log or in this report. UW-Superior will redact a victim’s identifying information when responding to requests for information pursuant to the Wisconsin Public Records law, which governs the disclosure of student education records. The University also will not disclose identifiable information about research subjects if prohibited by an NIH-issued Certificate of Confidentiality, HIPAA regulations and state laws pertaining to the privacy of health information or promises of confidentiality made to research subjects pursuant the federally required consent form and authorization form. UW-Superior must respond to court ordered subpoenas that are not prohibited by other applicable law, and may not be able to redact information when responding to a subpoena.

**RISK REDUCTION**

Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase
empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

**Protective Behaviors: What Everyone Can Do**

- Have healthy, open and ongoing conversations with your partner or potential partner about sex and sexual contact. Talk about your boundaries and what behaviors you both feel comfortable, and uncomfortable, engaging in.
- The next time you hear yourself talking about gender or sex in a derogatory way, stop. Speak up when you hear others talk this way—no matter their gender.
- Listen to or read the personal story of a survivor of violence.
- Make sure you have enthusiastic, affirmative and ongoing consent from your partner. Consent is a clear and freely given yes, not the absence of a no.
- Consent to one act does not mean consent to other acts. Communicate and be responsive. You must continually get consent for sex. If someone seems not okay with what’s happening, it is your responsibility to check in.
- When you have sex be sure you understand your partner’s limits, and communicate your own limits clearly. Don’t engage in sexual activities without affirmative consent from your partner.
- Most commonly, sexual assault is perpetrated not by a stranger but by someone the victim knows, typically a date or acquaintance.
- People who are incapacitated by alcohol or drugs cannot give consent. Signs of incapacitation may include—but are not limited to—throwing up, slurring words, stumbling, or not being able to remember conversations.
- Do not pressure others to drink or use drugs and be alert to people pressuring you or others to use.
- Alcohol and drugs are often used to create vulnerability to sexual assault. Studies of sexual assault incidents show a high correlation between sexual assault perpetration, victimization and drug/alcohol usage.
- Some sex offenders target people by using alcohol as a weapon. Get your own drinks; don’t let someone continually fill your cup or leave your drink unattended.
- Use and encourage others to have a companion or a safe means of getting home, i.e., a trusted friend, taxi, etc.
- If an authority figure pressures you to engage in sexual activity tell someone.
- Understand that victims of crimes are never responsible for the behavior of perpetrators.
- If you’ve been sexually assaulted or victimized, tell someone – there are resources available to help you.

**Bystander Intervention Tips**

Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene. Many people assume that sexual assault, domestic violence, dating violence and stalking only affects the crime victim, when in fact entire families, friend groups, and communities are hurt. If you see something, say something:

- Be active in supporting a safe and respectful community. If you see others engaging in disrespectful or inappropriate actions, speak up and get involved, or contact someone to assist.
- Listen for rape jokes and sexist language. You don’t have to laugh or participate.
- If you see someone who looks to be in immediate danger, call 911.
- You can intervene even after an assault. Learn what options sexual assault victims have available
to them on this campus and be supportive of their choices.

- If you’re a bystander and see someone behaving in a way that seems suspicious, be direct and step in and do something about it, such as distracting their attention away from a potential victim. If you don’t feel comfortable or safe confronting them, call 911.
- If you sense that something is wrong, don’t ignore it, you can help by getting involved. Check-in and ask, “Hey, do you know this person?” or, “Are you OK?” or, “Can I call a friend to walk you home?”
- It can feel awkward to step in and say something if you notice harmful behavior, but often all it takes is a brief introduction. Let the potential perpetrator know that their actions are noticeable with a simple, “Hey, do I know you? Aren’t you in Tuesday Chemistry section?”
- When you go out, consider going out as part of a group. People tend to step in and intervene in situations when they have friends that will back them up.

**Signs of an Abusive Dating Partner May Include Someone Who:**

- calls you names, insults you or continually criticizes you.
- does not trust you and acts possessive or jealous.
- tries to isolate you from family or friends.
- takes your possessions to punish you and refuses to return them.
- monitors where you go, who you call, and who you spent time with.
- controls finances or refuses to share money.
- punishes you by withholding affection.
- expects you to ask permission from them to do what you want to do.
- threatens to hurt you, your family, your pets, or your belongings.
- threatens and/or uses a weapon against you.
- has ever forced, coerced, or manipulated you into having sex or performing sexual acts.
- accuses you of cheating or is often jealous of your relationships with others of the opposite gender.
- traps you in your apartment or residence hall room and keeps you from leaving.
- social media messages, Facebook messages, tweets, text messages, and/or calls you obsessively to find out where you are and what you are doing.

**UW-Superior Disciplinary Procedures**

Every member of the UW-Superior community has the right to experience his or her academic, work and campus life in an environment that is free from threats, danger, and harassment. The UW System and UW–Superior have policies and procedures to respond to behavior of students and employees that interfere with the safety and work of the University and its members.

UW-Superior determines the type of disciplinary proceeding to use based on the status of the accused. Complaints against students for disciplinary code violations should be reported to the Dean of Students Office. Where the accused person is a student, the student disciplinary process will be utilized. Students should report employee violations to the Dean of Students Office. The Dean of Students Office will then assist the student in continuing the complaint with the appropriate office based on the employee’s category. Employees should report other employee violations to their own supervisor. Where the accused person is an employee, the appropriate employee disciplinary process will be used based on the employee’s category.
U.S. 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. UW-Superior will make every effort to adhere to this timeline, but the U.S. Department of Education acknowledges that unavoidable circumstances may delay the resolution of a 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 IN UW-SUPERIOR DISCIPLINARY PROCEEDINGS**

**Federal law outlines the following:**
- The complainant and the respondent have the same opportunity to have others present and/or support them throughout conduct proceedings.
- Both parties shall be informed of the outcome of any conduct proceeding.
- At no time can a victim be required to keep the outcome confidential.
- Victims shall be informed of their options to notify law enforcement.
- Victims shall be notified of counseling services available on and off campus.
- Victims shall be notified of options for changing academic and living situations.
- Victims may obtain a forensic exam from a Sexual Assault Nurse Examiner at St. Luke’s or Essentia/St. Mary’s Hospital in (Duluth, MN) without filing a police report or involving law enforcement in any way.

**Wisconsin State Law outlines the following:**
- For student complainants/victims: University of Wisconsin System (UWS) Chapter 17 outlines the University’s misconduct process. Students have the right to know the range of sanctions that can be imposed as outcomes for the respondent [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 student from a course in progress; disciplinary probation; suspension; and expulsion. Full text of UWS Chapter 17 can be found on line at: [https://docs.legis.wisconsin.gov/code/admin_code/uws/17.pdf](https://docs.legis.wisconsin.gov/code/admin_code/uws/17.pdf)
- For university employees complainants/victims: The process for reporting, investigating, and outcomes are outline in the Sex Discrimination/Sexual Misconduct Policy.
- Victims have the right to know that any disclosure of a sexual assault made to a university employee can result in a report as an annual crime statistic (with victim's name withheld).
- Victims/complainants have a right to privacy and confidentiality. For students, campus and community offices must have a release of information form signed by a student in order to share information among any third party, including parents.
- Students have the right to receive sexual assault education and information on an annual basis.
- In cases where a student has been the victim of a sexually violent crime while under the influence of alcohol and/or other drugs, Campus administrators, Campus Safety, *nor* law enforcement will take action against the victim (or individual reporting/witnessing a sexual assault).

Additionally, the university is committed to ensuring that victims/complainants are afforded the following:
The right to be informed of and have access to mental health services, crisis response, the university conduct process, and/or victim advocate services. (Student Health and Counseling Services at 715-394-8236 is available for student needs, and Vital Work Life, an Employee Assistance Program, at 1.800.383.1908 is available for University Employees.)

The right to an advocate of their choosing. (For additional information, contact the Center Against Sexual and Domestic Abuse-CASDA at 715-392-3136.)

The right to access STI testing/treatment, emergency contraception, and pregnancy testing. (For additional information, contact the Health Care Clinic at 715-394-4117.)

A variety of options for how they offer their testimony, including video conference, phone, or with room partition in a university conduct hearing.

PROTECTIVE MEASURES

UW-Superior offers a range of protective measures to victims who report sexual assault, domestic violence, dating violence and/or stalking. UW-Superior will accommodate changes to academic, working, transportation and living situations if requested by the victim and reasonably available. UW-Superior may also issue a directive ordering the alleged offender(s) and victim not to have contact with each other.

Protective measures can be ongoing, are not necessarily tied to the outcome of a disciplinary action and will be developed on a case-by-case basis in response to the request and concerns of the victim. UWPD can help victims develop a safety plan, if requested by the victim. UHS can also assist students develop a safety plan as well. For more information about institutional no-contact orders, please see the “Reporting and Resources” section of this document.

STUDENT DISCIPLINARY PROCEDURES: NONACADEMIC MISCONDUCT INCLUDING SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE AND STALKING PER UW SYSTEM CHAPTER 17

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 academic 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 17.09 Conduct subject to disciplinary action.
(Notes: See the UWS Chapter 17 policies for a complete description of offenses & penalties; see the UWS Chapter 17 procedures for campus specific implementation guidelines.) 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 impairs 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.

17) DATING VIOLENCE. Violence committed by a student against another person with whom they are in a “dating relationship” as defined in s. 813.12 (1) (ag), Stats.
18) DOMESTIC VIOLENCE. Conduct defined as “domestic abuse" in ss. 813.12 (1) (am) and 968.075, Stats.

19) SEXUAL HARASSMENT. Conduct defined in s. 111.32 (13), Stats., or as defined in Board of Regent Policy that addresses sexual harassment.

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 engaging in the process to amend 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.

1. 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.

2. 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 time lines set by the Department of Education, generally 60 calendar days. Any postponements or extensions should be communicated to the complainant and respondent.

3. 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.
4. 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).

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

6. 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.

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

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

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

10. 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.

11. 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 Student Disciplinary Process

If a report is received alleging that a student has engaged in conduct that may violate UWS Chapter 17 as it applies to Title IX, including sexual assault, domestic violence, dating violence, and/or stalking, the information will be provided to the Title IX Coordinator within the Office of Compliance.

If the alleged misconduct includes sexual assault, domestic violence, dating violence, or stalking, the Title IX Coordinator will assign an investigator that is specifically trained in conducting these types of investigations. Prior to the start of an investigation, the Dean of Students Office or University Housing Staff (if the student complainant lives in University Housing) will provide the student complainant with written notification of existing counseling, health, mental health, victim advocacy, legal assistance and other services available both on
Campus and in the community. The student complainant does not have to agree to participate in the investigation to receive resources from the Dean of Students Office or University Housing. If the student complainant agrees to be interviewed, the student complainant may be accompanied by a person of their choosing and will meet with the assigned investigator. The investigator will also review written statements made by the student complainant, if any are available.

Once the student complainant interview is complete, the investigator will send a letter to the student respondent that includes the allegations and an invitation to meet. The student respondent may be accompanied by a person of their choosing at the meeting.

The investigator will also interview relevant witnesses and/or review relevant witness statements, if any, and review any documentary evidence provided by the student complainant or the student respondent.

Once the investigation is complete, the investigator will prepare a report outlining the information gathered in the investigation. The report will be submitted to an Assistant Dean of Students assigned to the matter. The Assistant Dean will review the information in the report to determine if the evidentiary standard, preponderance of the evidence, has been met and whether any violation of UWS Chapter 17 occurred. If the Assistant Dean determines a violation occurred, a letter will be sent to both the student complainant and the student respondent outlining the Assistant Dean’s findings and, where applicable, the recommended sanction. At all steps of the process, regardless of whether there is a finding of responsibility against the student respondent, reasonable measures will be taken to ensure mitigation of any hostile environment.

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

If the Deputy Title IX Investigator 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 Deputy Title IX Investigator notifies both the student complainant and the student respondent of the determination that the evidentiary standard has not been met. The Deputy Title IX Investigator 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 has ten calendar days to request a review of the decision. The request should be submitted in writing to the Dean of Students. The request to review should include a written statement outlining the reasons for the review request. New information will not be considered, but the student complainant may comment on information already submitted.

3. The Dean of Students reviews the materials submitted by the student complainant and the record of the investigation as compiled by the investigator. Testimony will not be part of the review.

4. The Dean of Students will determine if a preponderance of evidence standard has been met. If the determination is that preponderance has not been established, the 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 Dean of Students will establish a recommended sanction and to continue the nonacademic misconduct process.

5. 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

If the Deputy Title IX Investigator determines that misconduct occurred, the student respondent has the right to a formal hearing (by a hearing examiner or by a hearing committee) to contest the determination that the student engaged in misconduct, the disciplinary action recommended, or both. The hearing may be at the student respondent’s request or may be scheduled automatically, depending on the recommended sanction. In cases where the recommended discipline includes suspension or expulsion, UWS Chapter 17 provides for the hearing to be scheduled automatically unless the student respondent waives the right to the hearing in writing via a settlement agreement. For all other recommended sanctions, the student respondent may request a hearing by submitting a written notice to the Deputy Title IX Investigator within ten calendar days after the finding of misconduct.

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. Members are nominated for appointment by their respective governing bodies. 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 the respondent choice or automatically scheduled) the student complainant and the student respondent maintain the right to be accompanied by a representative, 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 copy of the audio recording of the hearing. If the student complainant or student respondent want a written transcript of the proceedings, they may have one prepared at the student’s own expense. Representatives are permitted to speak at the hearing if the sanction recommended is suspension, expulsion, or if there is a concurrent criminal case.

Additional Non-Academic Misconduct Hearing Committee Information

Non-academic misconduct hearing committees are comprised of faculty, academic staff, and students. The members are nominated by the appropriate shared governance bodies. The Faculty Senate nominates Faculty, the Academic Staff assembly nominates Academic Staff, and the Associated Students of Superior nominates students. Appointments are made by the Chancellor. The 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 who are interested in serving on nonacademic misconduct hearing committee addressing cases of sexual assault, dating or domestic violence, and stalking, are required to attend an additional case training on an annual basis. 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.

On the following pages are the University of Wisconsin System (UWS) laws applicable to nonacademic misconduct hearings.
UWS 17.12 Hearing.

1) A student who requests a hearing, or for whom a hearing is scheduled under s. UWS 17.11 (4) (c) 2., shall have the right to decide whether the matter will be heard by a hearing examiner or a hearing committee.

2) If a student requests a hearing under s. UWS 17.11 (4) (c) 1., or a hearing is required to be scheduled under s. UWS 17.11 (4) (c) 2., the student affairs [Dean of Students investigating] officer shall take the necessary steps to convene the hearing and shall schedule it within 15 days of receipt of the request or written report. The hearing shall be conducted within 45 days of receipt of the request or written report, unless a different time period is mutually agreed upon by the student and investigating officer, or is ordered or permitted by the hearing examiner or committee.

3) No less than 5 days in advance of the hearing, the hearing examiner or committee shall obtain from the [Dean of Students] investigating officer, in writing, a full explanation of the facts upon which

4) the determination of misconduct was based, and shall provide the student with access to or copies of the investigating officer’s explanation, together with any other materials provided to the hearing examiner or committee by the investigating officer, including any additional available information of the type described in s. UWS 17.11 (4) (a) 2.

5) The hearing shall be conducted in accordance with the following guidance and requirements:
   (a) The hearing process shall further the educational purposes and reflect the university context of nonacademic misconduct proceedings. The process need not conform to state or federal rules of criminal or civil procedure, except as expressly provided in Chapter UWS 17.
   (b) The student shall have the right to question adverse witnesses, the right to present information and witnesses, the right to be heard on his or her own behalf, and the right to be accompanied by an advisor of the student’s choice. The advisor may be a lawyer. In cases where the recommended disciplinary sanction is identified in s. UWS 17.10 (1) (a) to (h), the advisor may counsel the student, but may not directly question adverse witnesses, present information or witnesses, or speak on behalf of the student except at the discretion of the hearing examiner or committee. In cases where the recommended disciplinary sanction is identified in s. UWS 17.10 (1) (i) or (j), or where the student has been charged with a crime in connection with the same conduct for which the disciplinary sanction is sought, the advisor may question adverse witnesses, present information and witnesses, and speak on behalf of the student. In accordance with the educational purposes of the hearing, the student is expected to respond on his or her own behalf to questions asked of him or her during the hearing.
   (d) The hearing examiner or committee:
      a. Shall admit information that has reasonable value in proving the facts, but may exclude immaterial, irrelevant, or unduly repetitious testimony.
      b. Shall observe recognized legal privileges.
      c. May take reasonable steps to maintain order, and to adopt procedures for the questioning of a witness appropriate to the circumstances of that witness’s testimony, provided, however, whatever procedure is adopted, the student is allowed to effectively question the witness.
   (e) A verbatim record of the testimony, which may be a sound recording, and a file of the exhibits offered at the hearing. The student charged with misconduct may access the record, upon the student’s request.
(f) The hearing examiner or committee shall prepare written findings of fact and a written statement of its decision based upon the record of the hearing.

(g) A hearing examiner’s or committee’s finding of nonacademic misconduct shall be based on one of the following:
   a. Clear and convincing evidence, when the sanction to be imposed is one of those listed in s. UWS 17.10 (1) (h) to (j).
   b. A preponderance of the evidence, when the sanction to be imposed is one of those listed in s. UWS 17.10 (1) (a) to (g).
   c. A preponderance of the evidence, regardless of the sanction to be imposed, in all cases of sexual harassment and sexual assault.

(h) The hearing examiner or committee may impose one or more of the disciplinary sanctions listed in s. UWS 17.10 (1) (a) to (g) that differs from the recommendation of the investigating officer. Sanctions under s. UWS 17.10 (1) (h) to (j) may not be imposed unless previously recommended by the investigating officer.

(i) The hearing shall be conducted by the hearing examiner or committee, and the university’s case against the student shall be presented by the investigating officer or his or her designee.

(j) The decision of the hearing examiner or committee shall be prepared within 14 days of the hearing, and delivered to the student. The decision shall become final within 14 days of the date on the written decision, unless an appeal is taken under s. UWS 17.13.

(k) If a party fails to appear at a scheduled hearing and to proceed, the hearing examiner or committee may either dismiss the case or, based upon the information provided, find that the student committed the misconduct alleged.

(l) Disciplinary hearings are subject to the Wisconsin open meetings law and may be closed if the student whose case is being heard requests a closed hearing or if the hearing examiner or committee determines that it is necessary to hold a closed hearing, as permitted under the Wisconsin open meetings law. Deliberations of the committee shall be held in closed session, in accordance with s. 19.85, Stats. As such, proper notice and other applicable rules shall be followed.

UWS 17.13 Appeal to the chancellor.

(1) Where the sanction prescribed by the hearing examiner or committee is one of those listed in s. UWS 17.10 (1) (h) to (j), the student may appeal to the chief administrative officer within 14 days of the date of the written decision to review the decision of the hearing examiner or committee, based upon the record. In such a case, the Chancellor has 30 days from receipt of the student’s appeal to respond and shall sustain the decision of the nonacademic misconduct hearing examiner or committee unless the chief administrative officer finds any of the following:
   a. The information in the record does not support the findings or decision of the hearing examiner or committee.
   b. Appropriate procedures were not followed by the nonacademic misconduct hearing examiner or committee and material prejudice to the student resulted.
   c. The decision was based on factors proscribed by state or federal law.

(2) If the chancellor makes a finding under sub. (1), the chancellor may return the matter for consideration by a different hearing examiner or committee, or may invoke an appropriate remedy of his or her own.
UWS 17.14 Discretionary appeal to the board of regents. Institutional decisions under ss. UWS 17.11 to 17.13 shall be final, except that the board of regents may, at its discretion, grant a review upon the record.

*Note: UWS Chapters 17 and 18 covers nonacademic student misconduct. Faculty and staff are subject to other university policies and procedures. The policies and procedures for student academic misconduct are contained in UWS Chapter 14. UWS Chapters 17 and 14 are available online at: [http://docs.legis.wisconsin.gov/code/admin_code/uws/14.pdf](http://docs.legis.wisconsin.gov/code/admin_code/uws/14.pdf) and [http://docs.legis.wisconsin.gov/code/admin_code/uws/17.pdf](http://docs.legis.wisconsin.gov/code/admin_code/uws/17.pdf)

UWS Chapter 18

UWS Chapter 18 provides the UW System regulations for all behavior on university property. Regulations address topics ranging from traffic rules and criminal behavior to ticket scalping and distribution of political materials. Students who allegedly violate a code in UWS 18 are subject to the disciplinary process in UWS Chapter 17. Chapter UWS 18 is available online at: [http://docs.legis.wisconsin.gov/code/admin_code/uws/18.pdf](http://docs.legis.wisconsin.gov/code/admin_code/uws/18.pdf).

EMPLOYEE DISCIPLINARY PROCEDURES

UW-Superior has three major categories of employees: faculty, academic staff and university staff. Each of these categories of employees has distinct procedures for discipline and dismissal, which are provided below. In addition, UW-Superior has various types of at-will employees, including limited appointees, project assistants (PA), other employees-in-training and student hourlies. All employees may be subject to one or more of the following disciplinary sanctions: letter of expectations, written reprimand, unpaid suspension, dismissal, demotion, revocation of responsibilities, reassignment, and retraining.

The discipline and dismissal procedures for Faculty and Academic Staff members were developed through shared-governance processes. The discipline and dismissal procedures for University Staff employees are based upon standards developed under the State classified civil service requirements and currently remain in effect.

In April 2015, the University of Wisconsin Board of Regents preliminarily 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, “Dismissal 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.

More information regarding employee discipline can be found at the Office of Human Resources at [www.uwsuper.edu/hr](http://www.uwsuper.edu/hr).
INVESTIGATIVE PROCEDURES FOR ALLEGATIONS AGAINST UNIVERSITY EMPLOYEES

Notice/report/information received – Any report or complaint received from a University Employee that alleges the sexual misconduct policy has been violated is reviewed by the Title IX Coordinator. NOTE: The Title IX Coordinator, based on the information received, may also open a complaint at their discretion or at the request of the Chancellor, the Provost, or the Dean of Students.

Meeting with Title IX Coordinator – Complainant meets with the Title IX Coordinator who reviews the initial facts to determine if a formal investigation needs to be referred to a Deputy Title IX Coordinator in Human Resources. The complainant also at this time receives written information including: campus and community resource information, about the process, and an explanation of options for interim measures and accommodations. Complainant is also notified of their right to have a victim’s advocate or other support person with them throughout the process.

Duty to warn, timely warning, or emergency notification – The situation is assessed on a case by case basis by Campus Safety or Chancellor/Officer of the Day. A notice to campus will be sent via email if it is found to be necessary.

Remedial Actions and Interim Measures – If there is not enough information to proceed with a formal investigation, the Title IX Coordinator will decide upon remedial actions and/or interim measures to address safety and confidentiality of the complainant and overall campus safety. A report of the information and remedial actions are for all parties involved. This may include but is not limited to a suspension from work duties, no contact directives, change of work schedule, etc.

Formal Investigation – If a formal investigation is deemed appropriate and/or requested, the Title IX Coordinator will contact the Title IX Deputy in Human Resources to begin a thorough and complete investigation of the complaint. This process is separate from any law enforcement investigations which may be occurring at the same time. This process will not wait for the law enforcement/criminal process to conclude and instead continues separately in a timely manner.

The Title IX Deputy in Human Resources will:
- interview the complainant.
- send a letter of allegation(s) to the respondent and request a meeting to discuss the allegation(s).
- interview the respondent.
- conduct other investigative tasks as needed (e.g. interviewing witnesses, gathering other relevant information).
- determine preponderance and recommended sanction in consultation with the Title IX Coordinator.

Post Investigation – After a thorough investigation has been conducted, the Title IX Deputy will meet with the Title IX Coordinator to discuss information obtained. Information is reviewed to determine if the preponderance of evidence standard is met.

Preponderance of Evidence Standard Met - Finding of Responsibility:
- The Title IX Deputy will communicate the recommendation(s) to respondent and complainant in writing.
• If the respondent does not agree with the recommended sanction
  o The Title IX Deputy will refer the respondent to the Chancellor for an appeal.
• If the respondent accepts recommended sanction, a settlement signed.

Preponderance of Evidence Standard NOT Met
• The Title IX Deputy shares outcome with complainant and respondent in writing.
• Complainant has the option to appeal to the Chancellor.

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. 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 is maintained and made available at the DPS, located at 606 Belknap Street, Superior, WI, and at http://www.uwsuper.edu/safety/clery/offender.cfm. This list contains the name of any enrolled student or currently employed individual who are on the sex offender registry. 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:
  o National Sex Offender Public Registry http://www.nsopr.gov/
  o Sex Offender location web page http://www.familywatchdog.us

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).
## 2018 Campus Crime Statistics

Crime Statistics for 2015, 2016, & 2017
For questions, contact the Campus Safety Office at (715)394-8114.

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.

### Violent Crime Offenses

<table>
<thead>
<tr>
<th>OFFENSE</th>
<th>YEAR</th>
<th>ON-CAMPUS PROPERTY</th>
<th>ON-CAMPUS STUDENT HOUSING FACILITIES</th>
<th>NONCAMPUS PROPERTY</th>
<th>PUBLIC PROPERTY</th>
<th>LOCAL &amp; STATE POLICE</th>
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<td>0</td>
<td>0</td>
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</tr>
<tr>
<td></td>
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<td>0</td>
<td>0</td>
<td>0</td>
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</tr>
</tbody>
</table>

**Statistics clarification**
*Crimes reported under On-Campus Student Housing Facilities are also reported under On-Campus Property.*

**Hate Crimes**
2015-2017: No Hate Crimes reported

**Unfounded Crimes**
2015-2017: No Unfounded Crimes reported.
<table>
<thead>
<tr>
<th>OFFENSE</th>
<th>YEAR</th>
<th>ON-CAMPUS PROPERTY</th>
<th>ON-CAMPUS STUDENT HOUSING FACILITIES</th>
<th>NONCAMPUS PROPERTY</th>
<th>PUBLIC PROPERTY</th>
<th>LOCAL &amp; STATE POLICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dating Violence</td>
<td>2015</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td></td>
<td>2017</td>
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<tr>
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<tr>
<td>Stalking</td>
<td>2015</td>
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<td>0</td>
<td>0</td>
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</tr>
<tr>
<td></td>
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<td>Caveats</td>
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<td></td>
<td>2017</td>
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</tr>
</tbody>
</table>

**Violence Against Women Act Offenses**

**Offenses Arrests:** These were actual arrests for non-students.

<table>
<thead>
<tr>
<th>OFFENSE</th>
<th>YEAR</th>
<th>ON-CAMPUS PROPERTY</th>
<th>ON-CAMPUS STUDENT HOUSING FACILITIES</th>
<th>NONCAMPUS PROPERTY</th>
<th>PUBLIC PROPERTY</th>
<th>LOCAL &amp; STATE POLICE</th>
</tr>
</thead>
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<tr>
<td>Liquor Law Violations</td>
<td>2015</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<td>Drug Law Violations</td>
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<td>0</td>
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<td>*1</td>
</tr>
<tr>
<td></td>
<td>2016</td>
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<tr>
<td></td>
<td>2017</td>
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</tbody>
</table>

**Offenses Referrals:** These were civil citations for students that were also referred to the Dean of Students.

<table>
<thead>
<tr>
<th>OFFENSE</th>
<th>YEAR</th>
<th>ON-CAMPUS PROPERTY</th>
<th>ON-CAMPUS STUDENT HOUSING FACILITIES</th>
<th>NONCAMPUS PROPERTY</th>
<th>PUBLIC PROPERTY</th>
<th>LOCAL &amp; STATE POLICE</th>
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</thead>
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<td></td>
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<td>17</td>
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<td>0</td>
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<td>20</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

**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.
Let’s talk about campus fire safety. (Bing Images)

Preface

This UW Superior Fire Safety Annual Report 2018 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 2018 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 2015, 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>2 Timed Fire Drills (yearly)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Crownhart Hall</td>
<td>●</td>
<td>●</td>
<td>●</td>
<td>●</td>
<td>●</td>
<td>2</td>
<td>●</td>
<td>●</td>
</tr>
<tr>
<td>Ostrander Hall</td>
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<td>●</td>
<td>●</td>
<td>●</td>
<td>●</td>
<td>1</td>
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<td>●</td>
</tr>
<tr>
<td>Curran-McNeill Hall</td>
<td>●</td>
<td>●</td>
<td>●</td>
<td>●</td>
<td>●</td>
<td>2</td>
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</tr>
<tr>
<td>Ross Hall</td>
<td>●</td>
<td>●</td>
<td>●</td>
<td>●</td>
<td>●</td>
<td>0</td>
<td>●</td>
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</tr>
<tr>
<td>Hawkes Hall</td>
<td>●</td>
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<td>●</td>
<td>●</td>
<td>●</td>
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<td>●</td>
<td>●</td>
</tr>
</tbody>
</table>

TRAINING AND EDUCATION

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 [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 an 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
- Notify 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* [Handbook]:

The campus uses the same procedures for fire evacuations in all buildings, including residential buildings.

**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. Students can also notify campus safety/security personnel.
  - 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*.

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 2: Titles of Campus Officials Who Are Notified When Fires Occur on Campus.

<table>
<thead>
<tr>
<th>Position</th>
<th>Title</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.

### Fire Safety Statistics (2014, 2015, and 2016)

Table 3 below summarizes the number of fires, the number of fire related injuries requiring medical treatment, number of fire related deaths, and the real property damage amount caused by fire for each of the UW Superior residence halls for the years 2015-2017. Included with the statistics are the numbers of fire drills held in the calendar year for each residence hall.

One residence hall fire was logged during the 2015 - 2017 reporting period.

One residence hall fire was reported in Hawkes hall in 2015. A small stovetop grease fire was extinguished with a dry chemical fire extinguisher from the kitchen area. The only damage reported was with the dry chemical residue that needed to be cleaned up. No real property damage amounts or injuries/deaths occurred.

No residence hall fires were reported in 2016 or 2017.
Table 3: 2015-2017 Fire Safety Statistics

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</thead>
<tbody>
<tr>
<td>Crownhart Hall</td>
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<tr>
<td>Ostrander Hall</td>
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**DAILY CAMPUS RESIDENCE 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 Campus Security and Fire Safety Policies
- 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

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 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
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](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](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

20 U.S.C. § 1092(f) Disclosure of campus security policy and campus crime statistics:

THE HANDBOOK FOR CAMPUS SAFETY AND SECURITY REPORTING

This handbook 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.

https://www2.ed.gov/admins/lead/safety/handbook.pdf (June 2016)

TITLE 34: EDUCATION

- § 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.

https://clerycenter.org/policy-resources/vawa/

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.

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
- Annual Campus Fire Safety and Annual 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
REQUESTING A PAPER COPY OF OUR ANNUAL REPORTS

To request a printed paper 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:

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<th>Annual Campus Security</th>
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<tr>
<td>Director for the Department of Public Safety</td>
<td>Director for Environmental Health and Safety Program</td>
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<td><strong>PUBLIC SAFETY BUILDING</strong></td>
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<td>P.O. Box 2000, 606 Belknap Street</td>
<td>P.O. Box 2000, 606 Belknap Street</td>
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<td>Superior, WI  54880</td>
<td>Superior, WI  54880</td>
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<td>Phone: 715- 394-8461</td>
<td>Phone: 715- 394-8073</td>
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https://www.uwsuper.edu/safety/clery/upload/3-28-18CleryFlyer_20180329110541_197521.pdf
ANNUAL CAMPUS SECURITY AND FIRE SAFETY REPORT AVAILABILITY INFORMATION

110 Gallagher Road
Wayne, PA 19087
http://clercycenter.org/contact/information
Office: (484) 580-8754
Fax: (484) 580-8759

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/lead/safety/campus.html