



The freshman/sophomore UW campuses

UW-RICHLAND

2010 ANNUAL SECURITY REPORT AND 2010 ANNUAL FIRE SAFETY REPORT

UNIVERSITY OF WISCONSIN-RICHLAND
2010 ANNUAL SECURITY AND FIRE SAFETY REPORTS

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ANNUAL SECURITY REPORT

I. Campus Law Enforcement Policies

The University of Wisconsin-Richland does not have a campus police or campus security department. Instead, the campus works closely with local law enforcement authorities and utilizes their services when necessary. It is the policy of the University of Wisconsin-Richland to encourage accurate and prompt reporting of all crimes to the appropriate law enforcement agency. Students so requesting will be provided assistance by institutional personnel in notifying local law enforcement authorities. Campus personnel will consult with local law enforcement authorities when preparing the annual disclosure of crime statistics.

The University of Wisconsin-Richland provides information to students and employees about campus security procedures and encourages them to be responsible for their own security and the security of others. New and continuing students receive information annually about campus security procedures and practices and about the crime of sexual assault in particular. Students are informed of the procedure for reporting sexual assault crimes to campus officials, and are encouraged to report these crimes to local law enforcement authorities. All students receive the required notification that the Annual Security Report is available on the web, and that a paper copy may be requested.

Similarly, all University of Wisconsin Colleges employees receive the required notification that the Annual Security Report is available on the web, and that a paper copy may be requested.

II. Reporting Emergencies, Crimes, and Policy Violations

Reports of criminal actions or other emergencies occurring on the campus of the University of Wisconsin-Richland shall be made to the Campus Dean/CEO, or directly to local law enforcement authorities in accordance with the Campus Emergency Action Plan which is on file in the Office of the Dean. Victims or witnesses to crimes may request confidentiality when reporting criminal actions to the Dean for inclusion in the annual disclosure of crime statistics. The Dean will make timely reports via campus email concerning those crimes that pose a threat to members of the campus community.

The University of Wisconsin-Richland encourages cooperation with local police authorities to monitor and record information concerning criminal activity occurring away from the campus, but involving university students or university-related organizations.

III. Timely Warnings and Emergency Notifications

It is the policy of the University of Wisconsin-Richland to comply with the "Timely Warning" provisions of the Jeanne Clery Act and the "Emergency Notification" provisions of the Campus Crime Statistics Act by providing the required warnings to the campus community in an efficient and expedient manner.

"Emergency Notification" occurs when significant emergencies or dangerous situations (e.g., active shooter incidents, severe weather emergencies, hazardous material incidents, etc.) are reported and *constitute an immediate threat to the campus community*.

"Timely Warning" occurs when specific criminal acts are reported that *constitute a serious or continuing threat to the campus community*.

Each campus has a written Emergency Action Plan that details the processes to be used. The Campus Dean/CEO, or his/her designee, has the responsibility for issuing emergency notifications. The Dean will, if time permits, confer with the Campus Associate Dean, Campus Assistant Deans for Administration or Student Services, the Campus BIT Team, the Campus Building and Grounds Superintendent, and/or the Campus Safety Committee prior to issuing any emergency notification.

Emergency notifications are disseminated by the most expedient method to ensure that individuals have time to prepare or react to the situation. Dissemination methods include direct phone calls to designated personnel and campus-wide email. The local 911 Center and/or other emergency services are also notified. If a threat is not immediate or imminent, the timely warning can be delayed until the facts are more fully developed. Dissemination methods might include posting of printed notices or a posting to the campus website. The Campus Dean/CEO will ensure that all issued warnings and notifications are cancelled once the reported crime has been resolved and/or the threat no longer exists to the campus.

Each campus has a written fire and tornado emergency procedure and alert system in place. They are each tested a minimum of once a year. Campuses use electronic alarms and PA Systems to alert the community of fires or tornadoes and the appropriate locations for evacuation based on the situation.

The State of Wisconsin Department of Emergency Services requires that each campus conduct a mock tornado drill in April and complete and return a written report of the activity. Every UW Colleges campus conducts the drill and submits a report to the Institutional Risk and Safety Manager, who, in turn, forwards the reports to the University of Wisconsin System Office of Safety and Loss Prevention. The University of Wisconsin System Office of Safety and Loss Prevention requires each UW campus to conduct a fire drill once a year in the fall and to submit a written report of this activity. Every UW Colleges campus conducts a fire drill in the fall and submits a report to the Institutional Risk and Safety Manager who forwards the reports to the UW System Office of Safety and Loss Prevention.

IV. Missing Student Reporting Procedures

For the UW Colleges which have residence halls, the following missing student procedures have been established:

1. Upon move-in, students will be given a form stating who to call for an emergency, including contacts for the missing person process. The form includes email and cell numbers and contacts.
2. Students under the age of 18 will be personally counseled by the Residence Hall Director (RHD) that the institution *must* notify a custodial parent or guardian no later than 24 hours after the time the student is determined to be missing according to the institution's official notification procedures.
3. The Department of Residence Life will add to the web page the missing person procedures and will maintain it thereafter.
4. The campus does not have police or a campus security department. However, if local law enforcement or our internal staff investigation leads staff to make a determination that a student who is the subject of a missing person report has been missing for more than 24 hours and has not returned to campus, the campus will initiate the emergency contact procedures that the student has designated.

Contact procedures:

1. If a Desk Assistant (DA) is notified by a parent/friend that they have not been able to make contact with a student, the DA will immediately contact the Residence Hall Director, the Assistant Residence Hall Director, or the Community Advisor.
2. If a student staff member, Community Advisor or Assistant Residence Hall Director is informed by a parent, friend, etc. that they have not been able to make contact with a particular student, the student staff member will immediately notify the Residence Hall Director. Under the RHD's guidance, the student staff member will try to make contact with the student by cell phone,

room check, social networks known to the staff members, and/or roommate involvement. The student staff member will inform the RHD of the results of the attempts to contact the student.

3. The RHD will inform the concerned person of the results of the attempts to contact the student.
4. If the student is not able to be contacted or accounted for, the RHD will consult with the Director of Residence Life to determine if the emergency contact the student identified on the form should be notified. If so, the RHD will contact this individual and also inform local law enforcement of the concern.
5. The Director of Residence Life will inform the Campus Dean/CEO and Assistant Deans of the situation.
6. The campus does not have a police or campus security department, and therefore all incident reports are instead submitted to the local police department.

V. Building Security and Access Control Procedures

General access to and use of the facilities of the University of Wisconsin-Richland are governed by Chapter UWS 21, Wisconsin Administrative Code, and institutional policies on file in the Office of the Dean. Maintaining the ongoing security of the campus's buildings and facilities occurs through a number of mechanisms, including identification of personnel responsible for securing the campus, limitations on hours of operation, limitations on access when the campus is not in operation, restricted use of the campus by off-campus groups, and policies on keys. Copies of these institutional policies are on file in the Office of the Dean.

VI. Policy on Alcohol and Other Drugs

The University of Wisconsin-Richland has a longstanding commitment to providing a safe, secure, and comfortable work and living environment for all members of the campus community. The possession, use and sale of alcohol and illegal drugs are regulated at University of Wisconsin-Richland in accordance with the Drug-Free Schools and Communities Act, applicable provisions of state and federal law, and Chapter UWS 18, Wisconsin Administrative Code. Local law enforcement officials enforce violations of underage drinking laws and other violations of state and federal laws regulating the possession, use, and sale of alcohol and illegal drugs.

University of Wisconsin-Richland is also committed to providing drug prevention programs and to educating the campus community regarding the health risks associated with the use of illicit drugs and the abuse of alcohol or other drugs. The University of Wisconsin Colleges employs Alcohol and Other Drug Education Campus Coordinators who provide programming and assistance to each campus in the area of alcohol and other drugs.

Further information concerning their telephone numbers and locations, and information about the Drug-Free Workplace Act and the Drug-Free Schools and Communities Act may be found in the publication, "Student Rights and Regulations" that is available at <http://www.uwc.edu/students/uwc-student-rights-regulations-booklet.pdf>. Students must abide by the alcohol and other drug policies as outlined in the student handbook. Consequences for noncompliance may include referral for assistance and/or suspension or expulsion from the College.

VII. Sexual Assault

Chapter UWS 17, Wisconsin Administrative Code governs student nonacademic misconduct. Any complaints of sexual offenses will be administered in accordance with the provisions of this chapter and the institutional procedures for its implementation. The accuser and the accused will be afforded an

opportunity to have others present during any proceedings. Sanctions to be imposed for students adjudicated guilty of a sexual offense will be determined on a case-by-case basis and may include suspension or expulsion. Both the accuser and the accused shall be informed of the outcome of any campus disciplinary proceeding involving sexual assault.

VIII. Sex Offender Registration Information

Under the laws of the United States Department of Justice, all institutions of higher education must now notify their campuses on how to obtain or access State Sex Offender Registry Data. The Act, known as the Campus Sex Crimes Prevention Act (CSCPA), requires that all offenders submit and register the name of the higher education institution where they are enrolled as a student or are an employee. It also requires that this information be promptly made available to law enforcement agencies in the jurisdictions where the institution of higher education is located.

Students, faculty and staff in the University of Wisconsin Colleges may find information about registered sex offenders in their geographical area from the Wisconsin Department of Corrections Sex Offender Registry website, which can be found at <http://offender.doc.state.wi.us/public>.

A representative on each campus receives the registered sex offender list distributed by the institutional office at the beginning of every semester. Instructors are notified if they have a registered sex offender in a class. Notification to instructors is for information purposes only.

IX. Annual Disclosure of Crime Statistics

The University of Wisconsin-Richland prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This report is prepared in cooperation with the Office of the Campus Dean/CEO, the Offices of Administrative and Student Services, and law enforcement from the local community. Each entity provides updated information on their educational efforts and programs to comply with the Act.

X. Clery Act Crimes Definitions

Arson: Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Criminal Homicide-Manslaughter by Negligence: The killing of another person through gross negligence.

Criminal Homicide-Murder and Non-Negligent Manslaughter: The willful (non-negligent) killing of one human being by another.

Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated Assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.)

Burglary: The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned including joyriding.)

Weapon Law Violations: The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

Drug Abuse Violations: Violations of State and local laws relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

Liquor Law Violations: The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned.

Sex Offense Definitions from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program:

Sex Offenses-Forcible: Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

- a. **Forcible Rape:** The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).
- b. **Forcible Sodomy:** Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- c. **Sexual Assault With An Object:** The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- d. **Forcible Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

Sex Offenses-Non-Forcible: Unlawful, non-forcible sexual intercourse.

- a. **Incest:** Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- b. **Statutory Rape:** Non-forcible sexual intercourse with a person who is under the statutory age of consent.

Source: *Federal Register, April 29, 1994, Vol. 59, No. 82; Federal Register, November 1, 1999, Vol. 64, No. 210.*

Location Definitions

Campus:

- (1) Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and
- (2) Any building or property that is within or reasonably contiguous to the area identified in Paragraph (1) of the definition that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes (such as a food or other retail vendor).

On-Campus Student Housing Facilities: Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus.

Non-Campus Building or Property:

- (1) Any building or property owned or controlled by a student organization that is officially recognized by the institution; or
- (2) Any building or property owned or controlled by an institution that is used in direct support of or in relation to the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

Public Property: All public property including thoroughfares, streets, sidewalks and parking facilities that is within the campus or immediately adjacent to and accessible from the campus.

Referred for Campus Disciplinary Action: The referral of any student to any campus official who initiates a disciplinary action, for which a record is kept and which may result in the imposition of a sanction.

XI. Clery Act Crime Statistics 2008-2010:

There were no reported hate crimes for the years 2008, 2009 or 2010.

The following criminal offenses were reported to either the Office of the Dean at the University of Wisconsin-Richland or to local police agencies during the identified reporting period:

OFFENSE	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES	NON-CAMPUS PROPERTY	PUBLIC PROPERTY
MURDER / NON-NEGLIGENT MANSLAUGHTER	2008	0	0	0	0
	2009	0	0	0	0
	2010	0	0	0	0
NEGLIGENT MANSLAUGHTER	2008	0	0	0	0
	2009	0	0	0	0
	2010	0	0	0	0
SEX OFFENSES, FORCIBLE	2008	0	0	0	0
	2009	0	0	0	0
	2010	0	0	0	0
SEX OFFENSES, NON-FORCIBLE	2008	0	0	0	0
	2009	0	0	0	0
	2010	0	0	0	0
ROBBERY	2008	0	0	0	0
	2009	0	0	0	0
	2010	0	0	0	0
AGGRAVATED ASSAULT	2008	0	0	0	0
	2009	0	0	0	0
	2010	0	0	0	0
BURGLARY	2008	0	0	0	0
	2009	0	0	0	0
	2010	0	0	0	0
MOTOR VEHICLE THEFT	2008	0	0	0	0
	2009	0	0	0	0
	2010	0	0	0	0
ARSON	2008	0	0	0	0
	2009	0	0	0	0
	2010	0	0	0	0
ARRESTS: WEAPONS: CARRYING, POSSESSING, ETC.	2008	0	0	0	0
	2009	0	0	0	0
	2010	0	0	0	0
DISCIPLINARY REFERRALS: WEAPONS: CARRYING, POSSESSING, ETC.	2008	0	0	0	0
	2009	0	0	0	0
	2010	0	0	0	0
ARRESTS: DRUG ABUSE VIOLATIONS	2008	0	0	0	0
	2009	0	0	0	0
	2010	0	0	0	0
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2008	0	0	0	0
	2009	0	0	0	0
	2010	0	0	0	0
ARRESTS: LIQUOR LAW VIOLATIONS	2008	0	0	0	0
	2009	0	0	0	0
	2010	0	0	0	0
DISCIPLINARY REFERRALS: LIQUOR LAW VIOLATIONS	2008	0	0	0	0
	2009	0	0	0	0
	2010	0	0	0	0

ANNUAL FIRE SAFETY REPORT

I. Residential Life and Fire Safety

The UW Colleges is committed to providing its students and staff with a safe environment in which to live, study and work. As part of this commitment, each Residence Hall undertakes a stringent annual review of its fire safety program including policies and procedures for conducting fire and evacuation drills, the inventory and maintenance of fire detection and suppression systems, and in-service training for students and staff.

Each Residence Hall conducts an annual fire and evacuation drill, pursuant to federal, state and local statutes. The purpose of conducting fire drills is to familiarize students and staff with the closest evacuation points of the buildings they are in at the time a fire alarm sounds, and to ensure the orderly and complete evacuation of the building in the event of an actual emergency and/or the activation of a fire alarm.

II. Fire Protection Systems

Campus View Corporation is a private, not-for-profit business providing housing to students at UW-Richland. Campus View consists of two apartment style buildings (Symons Hall and Meyer Hall) and one double room style building (Deans Hall). Student population is generally between 116 and 122 students. Symons Hall was built in 1987. This building is equipped with smoke detectors and fire extinguishers in every apartment and the common areas. There is no sprinkler system in this building.

Meyers Hall was built in 1994. This building is equipped with smoke detectors and fire extinguishers in every apartment. This building was retro-fitted with a sprinkler system in 1999 when Deans Hall was constructed. Deans Hall and Meyer Hall adjoin and are connected to the same sprinkler system.

Deans Hall was built in 1999. This building is equipped with smoke detectors in every sleeping room and common area. There are two wings and two stories to this building. Each wing has a kitchen. All kitchens and other common areas are equipped with fire extinguishers. Deans Hall has a wet/dry sprinkler system. The sprinklers are heat activated. This system is inspected quarterly by Dave Jones Plumbing. The fire panel is inspected annually by SimplexGrinnell.

All fire extinguishers are tested annually by Kickapoo Fire, and all Campus View staff members have been trained to use them.

Students in Deans Hall are not allowed to have open flames, halogen lamps, incense, microwaves, George Foreman grills or exposed coil cooking units in their rooms. An oven, microwave and toaster are available in each kitchen. Foreman grills may be used in the wing kitchens. Students in Symons and Meyer Halls are provided with an oven but bring their own microwave, toaster, and Foreman grill, if desired. Open flames, incense and halogen lamps are not permitted.

An outdoor smoking area is available for smokers. This area is located in the parking lot between Meyer and Symons Halls. Two "Smokers Depot" receptacles are provided for butts. Anyone caught smoking outside of this area is fined.

III. Evacuation Procedures

All persons must evacuate the residence hall building when the fire alarm sounds. Please stay out of the way of emergency officials. Do not attempt to re-enter the building until the Resident Advisors have given clearance to return to the building.

IV. Fire Log

In compliance with federal law, Campus View maintains a daily fire log listing all student housing fires, including the nature of the fire, date, time and general location. Campus View complied with this mandate by including all fire-related incidents in the 2010 Fire Log summarized below.

Name of Facility	Street Address	Number of Fires
Campus View Housing, Symons Hall	1275 Hwy 14 W, Richland Center WI	0
Campus View Housing, Meyers Hall and Deans Hall	1279 Hwy 14 W, Richland Center WI	0

V. 2010 Fire Statistics

The table below summarizes the fire statistics for Campus View for 2010.

Category of Fire	Cause of Fire	Fire-Related Injuries	Fire-Related Deaths	Property Damage
N/A	N/A	0	0	0