

Silver Lake College

2015-16 Annual Security Report

2015-16 Crime Prevention and Criminal Activity Policies and Reporting Procedures

Silver Lake College is a dynamic learning community that strives to create an environment of mutual respect and concern for all persons. The 2015-16 Annual Security Report contains important information about campus safety policies, crime statistics and safety guidelines designed to promote the safety of those who live, work, study, or visit our campus. We at Silver Lake College are committed to offering students, faculty, staff, and visitors to the College opportunities for meaningful and positive experiences in the pursuit of educational, employment and social goals.

The Office of Campus Safety works in partnership with the Offices of Student Development, Residence Life, and Human Resources to ensure effective campus safety oversight. The Office of Campus Safety also enjoys a close working relationship with the public safety service providers of Manitowoc County. A safe and secure campus environment which promotes learning and social harmony is achieved through the cooperation of all its members. Each person is a partner in this mission. Information presented via the Campus Safety web page www.sl.edu is designed to support the safety and security objectives of the College community.

Silver Lake College is committed to hosting an educational environment that is intellectually, spiritually, and personally challenging.

Aaron Duszynski
Director of Campus Safety
Silver Lake College

Silver Lake College

2015-16 Annual Security Report

The Jean Clery Disclosure of Campus Security Policy and Crime Statistics Act requires colleges and universities to:

- Publish an annual report by October 1 of each year, which contains three years of campus crime and fire statistics and certain campus security policy statements;
- Disclose crime statistics for the campus, public areas immediately adjacent to the campus, and certain non-campus facilities and remote classrooms. The statistics must be gathered from campus safety, local law enforcement, and other College officials who have “significant responsibility for student and campus activities;”
- Provide “timely warning” notices of those crimes that have occurred and “pose an ongoing threat to students and employees;”
- Disclose in a public crime and fire log, any crime that occurred on campus. . . or within the patrol jurisdiction of the campus safety department and is reported to the campus safety department; and, any fire resulting in injury or damage that occurred in a residence hall;” and,
- Disclose any official agreements with state and/or local law enforcement.

Campus Security Authority

A Campus Security Authority within the Silver Lake College organization is a person who has the responsibility to receive information about criminal activity affecting the College, and who is required to forward information about reported criminal activity to the Office of Campus Safety, or to local law enforcement officials.

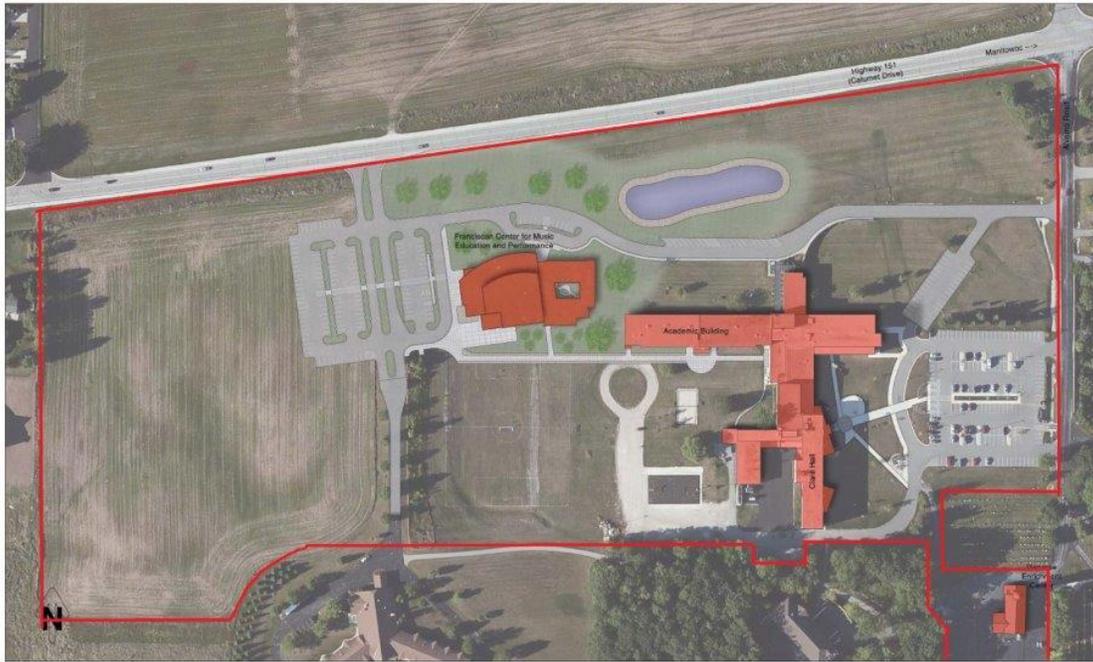
Silver Lake College Campus Security Authorities include President, Vice Presidents, Director of Residence Life, Resident Assistant, Associate Dean of Academic Affairs, Title IX Coordinator, Athletic Director and Coaches, Director of Campus Safety, Security Specialist, Security Aide.

A crime is “reported” when it is brought to the attention of a Campus Security Authority or local law enforcement personnel by a victim, witness, or other third party.

Jeanne Clery Act Geography

“Campus” is defined as all buildings and property owned or controlled by Silver Lake College within the same reasonably contiguous geographical and used by the College in direct support of, or in a matter related to, the institution’s educational purposes, including residence facilities. Silver Lake College declares the Main Campus Building, the Generose Enrichment Center, the Franciscan Music and Education Center, and Clare Hall as “Campus Buildings” and the surrounding land within the property lines, including the storage buildings, as “Campus Property.” “Non-campus property” is defined as

property and facilities owned by the Franciscan Sisters of Christian Charity which is contiguous to the Campus Property and on which students have been granted permission to travel or to engage in lawful activities. "Public Property" is defined as all public property including thoroughfares, streets, and parking areas immediately adjacent to the campus. The Office of Campus Safety is required to maintain a daily crime log that records any crime that is reported to that department that occurred on campus, on a non-campus building or property, on public property adjacent to the campus, or within the patrol jurisdiction of the Office of Campus Safety.



Silver Lake College - Campus Site Diagram
April 11th, 2014



The map diagram above shows "Campus Property" which lies within the bold outline.

Powers of Campus Safety and Security Personnel

Silver Lake College Safety and Security personnel have the authority to ask persons for personal identification and to determine whether individuals have lawful business on the Campus. Silver Lake College Safety and Security personnel have the authority to conduct parking control and enforcement of Campus parking rules and regulations. Safety and Security personnel do not have the power of arrest. Criminal matters are referred to local law enforcement authorities who have jurisdiction on campus. The Silver Lake College Office of Campus Safety enjoys a professional working relationship with the Manitowoc Police Department, Manitowoc County Sheriff's Department, Manitowoc Fire Department and Silver Creek Fire Department. These relationships include the exchange of information for the purpose of crime prevention, crime reporting, and fire safety.

What is Considered a Clery Act Reportable Crime?

- Criminal homicide (murder and non-negligent manslaughter)
- Sex offenses — forcible (forcible rape, forcible sodomy, sexual assault with an object, forcible fondling)
- Sex offenses — non-forcible (incest, statutory rape)
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson
- Hate crimes (race, gender, religion, sexual orientation, ethnicity, disability)

How to Report a Crime or Emergency

Students, employees and visitors are encouraged to accurately and immediately report any criminal offense, suspected criminal activity, or other emergency directly to the Manitowoc County Emergency Services. Reporting crimes-in-progress or emergency conditions can be done by contacting 911 from a cell phone or 9-911 from a campus phone; and, for non-emergencies (920)686-6500 to reach the Manitowoc Police Department.

The Silver Lake College Office of Campus Safety encourages anyone who is the victim of, or witness to, any crime to promptly report the incident to both the local police and to the Office of Campus Safety. For non-emergency reports to the Silver Lake College Office of Campus Safety, contact (920)374-9993. We encourage students and employees to put this non-emergency number into their cell phones as a speed dial entry.

Crimes should be reported to the Office of Campus Safety for the purpose of making timely warning reports and to fulfill the annual statistical disclosure requirement.

Always use 9-1-1 in the event of an emergency

Daily Crime and Fire Safety Log

The Silver Lake College (SLC) Office of Campus Safety maintains a daily log of crimes, alleged crimes, and fires that are reported to have occurred on campus. The SLC Crime and Fire Safety Logs are accessible to the public upon request. The information contained in the Crime and Fire Safety Logs include the nature of the event, the date, time, general location, and a disposition of the event. The Crime and Fire Safety log is available through the Office of Campus Safety during normal business hours. Log entries for the previous day are updated by 12:00 PM of the next business day. In order to protect an ongoing investigation, or the identity of a victim, the

Vice President for Finance and Business, Vice President for Student Development, Director of Campus Safety, or a designee, may classify information as confidential and prohibit its release.

Voluntary Confidential Reporting

The Silver Lake College web site contains a “Campus Safety” web page. On the face of the page is a link entitled, “Report Security Information.” This link will allow matters to be reported to the Director of Campus Safety, either with or without the reporting person’s identification. Confidential reporting of information for the purpose of inclusion in the annual disclosure of crime statistics can generally be made directly to the Silver Lake College Director of Campus Safety or to the Dean of Student Development. Official police reports are public records, as defined in Wisconsin Statutes. The Office of Campus Safety cannot guarantee the confidentiality of information that becomes part of an official police report.

Access to Campus Facilities

Building exterior entrance doors are operated by a computerized electronic locking system which is activated through a central control point. Each resident student, faculty and staff member is issued a programmable electronic door access fob. The door locking system allows key fob access to certain areas and restricts access to others, depending on individual authorization.

Residents are welcome to have guests visit campus. Overnight guests may stay in the residence facility for no more than three consecutive nights, and no more than 12 nights per term. Residents must register overnight guests with their Resident Assistant (RA), the RA on duty, or the Residence Hall Director. Residents must also obtain the permission of their roommate(s) to host an overnight guest. All guests who are not registered as overnight guests must vacate Clare Hall by 1:00 AM.

Drug & Alcohol Policy and Standards of Conduct

Silver Lake College prohibits the unlawful possession, use, or distribution of illicit drugs, and alcohol by students on its property or as part of any of its activities.

In addition, students and employees are strictly prohibited from being under the influence of alcohol or drugs while representing Silver Lake College, whether on the premises or not.

Illegal Drugs are defined for the purposes of this policy as any drug that is either not legally obtained, or is legally obtainable but has not been legally obtained. This includes prescribed

drugs not legally obtained, prescribed drugs not being used for prescribed purposes, prescribed drugs being used by a person other than the prescription holder.

Legally prescribed medications are not covered under this policy and are permitted to the extent that their use does not adversely affect the employee or enrollee's work ability, job performance, or the safety of others at the College.

Possession or consumption of alcohol and/or containers is prohibited in all areas of the College. The President of Silver Lake College may grant exceptions to this policy.

Firearms & Weapons

Silver Lake College prohibits the possession or storage within its buildings, all types of firearms, bows and arrows, sling shots, explosives, impact instruments, or any device that is designed to propel a projectile or to be propelled in an offensive manner. Cutting instruments that are not designed to be used as tools during College related work or educational projects are also prohibited.

2011 Wisconsin Act 35 notwithstanding, the Silver Lake College Administration reserves the right to determine whether any article is to be allowed onto, or prohibited from the campus. Prohibited possession of weapons on Silver Lake College property may result in academic expulsion, termination of employment, or referral to the judicial system.

Possession of legal weapons does not apply to storage within a vehicle that is driven onto the property, or parked in the parking facility.

The policy does not apply to peace officers, members of the armed forces, or military personnel armed in the line of duty, or any person authorized by the police chief of any city, village or town, or the sheriff of any county to possess a firearm in any building.

Incidents Motivated by Hatred or Prejudice

Silver Lake College values the diversity of its people and recognizes that a threat against any member of our community is truly a threat against our way of life. As a result, standardized protocol has been developed for the reporting and referral to the appropriate authorities of incidents motivated by hatred or prejudice which involve members of the College community.

Acts or threats of violence motivated by hatred or prejudice are serious acts, often vicious in nature, which tear at the fabric of our society. These occurrences generate fear among victims as well as the entire community and have the potential of recurring, escalating and possibly causing counter-violence.

It is the policy of Silver Lake College to ensure that the rights of all students, faculty, staff and visitors, as guaranteed by the Constitution of the United States, and the State of Wisconsin, are protected. Among those constitutional guarantees is the right to live without fear of attack by,

or threat from, an individual or group due to hatred or prejudice. When any act motivated by hatred or prejudice occurs, Silver Lake College will use every necessary and legal resource to rapidly and decisively identify the suspects and bring them to justice.

Anti-Intimidation/Anti-Harassment Oriented Healthy Campus

Silver Lake College endorses and promotes a healthy workplace culture. The College prohibits conduct which may be interpreted as intimidation or harassment as described in this policy. The college wishes to promote a friendly, welcoming, and healthy environment in conjunction with the College's Mission Statement. Every individual is entitled to be treated with respect and to be free from intimidation and harassment. All members of the college community are expected to behave in a manner which demonstrates proper regard for the rights and welfare of others.

Staff are required, and students are strongly encouraged, to provide support to individuals who are intimidated or harassed and to report incidents to a Campus Security Authority.

This anti-intimidation/harassment policy applies to the entire college community, including full time and part time administration, faculty, staff, students, contractors, consultants, and vendors. It includes conduct in the workplace and conduct in connection with work-related travel and/or at college sponsored events. It also expands harassment beyond the protected classes to include the entire college community.

Missing Student Policy

Silver Lake College (SLC) takes student safety very seriously. To this end, a College policy and procedure has been established to assist in locating SLC students living in SLC owned on-campus housing who, based on the facts and circumstances known to SLC, have been determined to be missing.

At the beginning of each academic year, SLC will inform students residing in on-campus housing that SLC will notify either a parent or an individual selected by the student not later than 24 hours after the time the student is determined to be missing. If the student is under 18 years of age, and not an emancipated individual, SLC is required to notify a custodial parent or guardian not later than 24 hours after the time that the student is determined to be missing.

SLC will notify the appropriate law enforcement agency not later than 24 hours after the time that the student is determined to be missing.

Title IX of the Civil Rights Act of 1964

"No person in the United States shall, on the basis of gender, be excluded from participation in, or denied the benefit of, or be subjected to discrimination under any educational program or activity receiving federal assistance."

Sexual Misconduct, definitions

Rape: (defined under FBI-UCR) Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person without the consent of the victim. This definition includes any gender of victim or perpetrator. This definition also includes instances in which the victim is incapable of giving consent because of temporary or permanent physical incapacity (including due to the influence of drugs or alcohol) or because of age. Physical resistance is not required on the part of the victim to demonstrate lack of consent.

Sexual contact: means any of the following if done for the purpose of sexual humiliation, degradation, arousal, or gratification:

(a) The intentional touching by the defendant or, upon the defendant's instruction, by a third person of the clothed or unclothed intimate parts of another person with any part of the body, clothed or unclothed, or with any object or device.

(b) The intentional touching by the defendant or, upon the defendant's instruction, by a third person of any part of the body, clothed or unclothed, of another person with the intimate parts of the body, clothed or unclothed.

(c) The intentional penile ejaculation of ejaculate or the intentional emission of urine or feces by the defendant or, upon the defendant's instruction, by a third person upon any part of the body, clothed or unclothed, of another person.

(d) Intentionally causing another person to ejaculate or emit urine or feces on any part of the actor's body, whether clothed or unclothed.

Sexual intercourse: requires only vulvar penetration and does not require emission.

Sexual assault: any sexual contact or intercourse without consent. Any sexual contact without the consent of the other person is illegal.

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.

Sexual harassment: unwelcome sexual advances or unwelcome physical or verbal conduct of a sexual nature. This includes, but is not limited to: deliberate, unwanted, gestures, requests for sexual favors, or comments.

SEXUAL MISCONDUCT POLICY

Introduction

Members of the college community, guests and visitors have the right to be free from sexual violence. All members of the campus community are expected to conduct themselves in a manner that does not infringe upon the rights of others. The College believes in zero tolerance policy for gender-based misconduct. When an allegation of misconduct is brought to an appropriate administrator's attention, and a respondent is found to have violated this policy, serious sanctions will be used to reasonably ensure that such actions are never repeated. This policy has been developed to reaffirm these principles and to provide recourse for those individuals whose rights have been violated. This policy is intended to define community expectations and to establish a mechanism for determining when those expectations have been violated.

Overview of Policy Expectations With Respect To Physical Sexual Misconduct

The expectations of our community regarding sexual misconduct can be summarized as follows: In order for individuals to engage in sexual activity of any type with each other, there must be clear, knowing and voluntary consent prior to and during sexual activity. Consent is sexual permission. Consent can be given by word or action, but non-verbal consent is not as clear as talking about what you want sexually and what you don't. Consent to some form of sexual activity cannot be automatically taken as consent to any other form of sexual activity. Silence – without action demonstrating permission – cannot be assumed to show consent.

Additionally, there is a difference between seduction and coercion. Coercing someone into sexual activity violates this policy in the same way as physically forcing someone into sex. Coercion happens when someone is pressured unreasonably for sex.

Because alcohol or other drug use can place the capacity to consent in question, sober sex is less likely to raise such questions. When alcohol or other drugs are being used, a person will be considered unable to give valid consent if they cannot fully understand the details of a sexual interaction (who, what, when, where, why or how) because they lack the capacity to reasonably understand the situation. Individuals who consent to sex must be able to understand what they are doing. Under this policy, "No" always means "No", and "Yes" may not always mean, "Yes". Anything but a clear, knowing and voluntary consent to any sexual activity is equivalent to a "No".

Overview of Policy Expectations With Respect To Consensual Relationships

There are inherent risks in any romantic or sexual relationship between individuals in unequal positions (such as teacher and student, supervisor and employee). These relationships may be less consensual than perceived by the individual whose position confers power. The relationship also may be viewed in different ways by each of the parties, particularly in retrospect. Furthermore, circumstances may change, and conduct that was previously welcome may become unwelcome. Even when both parties have consented at the outset to a romantic or sexual involvement, this past consent may not remove grounds for a later charge of a violation of applicable sections of the faculty/staff handbooks. The College does not wish to interfere with private choices regarding personal relationships when these relationships do not interfere with the goals and policies of the College. Under no circumstances will the College allow consensual relationships to exist between administrators, faculty or staff, and students. Violations of this policy will result in disciplinary action up to and including termination of employment.

Consensual romantic or sexual relationships in which one party maintains a direct supervisory or evaluative role over the other party are unethical. Therefore, persons with direct supervisory or evaluative responsibilities who are involved in such relationships must bring those relationships to the timely attention of their supervisor, and will likely result in the necessity to remove the employee from the supervisory or evaluative responsibilities, or shift the student out of being supervised or evaluated by someone with whom they have established a consensual relationship. This includes Community Advisors and students over whom they have direct responsibility. While no relationships are prohibited by this policy, failure to self-report such relationships to a supervisor as required can result in disciplinary action for an employee.

Sexual Violence – Risk Reduction Tips

Risk reduction tips can often take a complainant-blaming tone, even unintentionally. With no intention to complainant-blame, and with recognition that only those who commit sexual violence are responsible for those actions, these suggestions may nevertheless help you to reduce your risk of experiencing a non-consensual sexual act. Below, suggestions to avoid committing a non-consensual sexual act are also offered:

1. If you have limits, make them known as early as possible.
2. Tell a sexual aggressor “NO” clearly and firmly.
3. Try to remove yourself from the physical presence of a sexual aggressor.
4. Find someone nearby and ask for help.

5. Take affirmative responsibility for your alcohol intake/drug use and acknowledge that alcohol/drugs lower your sexual inhibitions and may make you vulnerable to someone who views a drunk or high person as a sexual opportunity.
6. Take care of your friends and ask that they take care of you. A real friend will challenge you if you are about to make a mistake. Respect them when they do.

If you find yourself in the position of being the initiator of sexual behavior, you owe sexual respect to your potential partner. These suggestions may help you to reduce your risk for being accused of sexual misconduct:

1. Clearly communicate your intentions to your sexual partner and give them a chance to clearly relate their intentions to you.
2. Understand and respect personal boundaries.
3. DON'T MAKE ASSUMPTIONS about consent; about someone's sexual availability; about whether they are attracted to you; about how far you can go or about whether they are physically and /or mentally able to consent. If there are any questions or ambiguity then you DO NOT have consent.
4. Mixed messages from your partner are a clear indication that you should stop, defuse any sexual tension and communicate better. You may be misreading them. They may not have figured out how far they want to go with you yet. You must respect the timeline for sexual behaviors with which they are comfortable.
5. Don't take advantage of someone's drunkenness or drugged state, even if they did it to themselves.
6. Realize that your potential partner could be intimidated by you, or fearful. You may have a power advantage simply because of your gender or size. Don't abuse that power.
7. Understand that consent to some form of sexual behavior does not automatically imply consent to any other forms of sexual behavior.
8. Silence and passivity cannot be interpreted as an indication of consent. Read your potential partner carefully, paying attention to verbal and non-verbal communication and body language.

In campus hearings, legal terms like "guilt", "innocence" and "burdens of proof" are not applicable, but the College never assumes a student is in violation of College policy. Campus hearings are conducted to take into account the totality of all evidence available, from all relevant sources.

The College reserves the right to take whatever measures it deems necessary in response to an allegation of sexual misconduct in order to protect students' rights and personal safety. Such measures include, but are not limited to, modification of living

arrangements, interim suspension from campus pending a hearing, and reporting the matter to the local police. Not all forms of sexual misconduct will be deemed to be equally serious offenses, and the college reserves the right to impose different sanctions, ranging from verbal warning to expulsion, depending on the severity of the offense. The College will consider the concerns and rights of both the complainant and the person accused of sexual misconduct.

Discrimination – Conduct Prohibited:

While harassment is a form of discrimination under law, federal and local laws prohibit, more broadly, different treatment of similarly situated individuals based on race, color, religion, gender, national origin, age, disability or other legally protected characteristics or conduct. Examples of discrimination may include unequal pay, opportunities for advancement, employee benefits, or terms and conditions of employment.

Complaint Procedure; Prohibitions against Retaliation or False Complaints:

- Any employee who experiences any job-related harassment or discrimination based on race, color, religion, sex, national origin, age, disability, or status in any group protected by federal, state, or local law should immediately report any such incident to Human Resources, a Vice President, or the President of the College. Human Resources or some other office or College representative as designated by the President will conduct a prompt and thorough investigation.
- The College treats all claims of harassment and discrimination seriously. All complaints and information disclosed in the course of investigations will be treated as confidentially as possible.
- The College strictly prohibits any form of retaliation against any employee for filing a good faith complaint concerning prohibited harassment or discrimination, or for assisting in a complaint investigation. Any employee who believes that he or she has been subjected to retaliation in violation of this policy should immediately report the retaliation to Human Resources, a Vice President, or the President of the College.
- Any employee who is found, after appropriate investigation, to have violated this policy may expect disciplinary action, up to and including termination.
- Because false accusations may have a serious impact upon the person accused, any employee who makes a complaint lacking a good-faith basis may be subject to disciplinary action, up to and including termination.

If further information, interpretation or advice is needed regarding prohibited harassment, discrimination, or retaliation -- or the complaint process regarding potential violation of this policy – please contact Human Resources, any Vice President, or the President of the College.

Sexual Assault

Sexual assault is illegal and in violation of Title IX and the College's Mission, policies and procedures. It is the policy of the College generally to involve the Manitowoc City Police or other appropriate authorities in investigation of any potential sexual assaults and to urge all members of the College community to report such incidents, in a timely manner, to Human Resources and /or Title IX Coordinator, law enforcement, or any administrator of the College. All members of the Silver Lake College Community are obligated to review and abide by their responsibilities under this policy.

During the investigation of an alleged sexual assault, an alleged victim will be asked to share all available information about the incident, and cooperation is essential. The College offers counseling referrals to assist such victims. It is also committed to (a) maintaining confidentiality to the greatest extent possible and (b) protecting alleged victims and witnesses from retaliation because they have reported or cooperated in an investigation. If an alleged victim nonetheless chooses not to participate in the investigation process, he/she may be asked to sign a statement acknowledging such, and the College's investigation will continue. The results of investigations into potential assaults, as well as disciplinary proceedings that arise from such incidents, shall be conducted, reported, and recorded consistent with the requirements of federal and state law.

Employees of the College who learn of an alleged assault should encourage the alleged victim to contact Human Resources, Title IX Coordinator, Student Affairs, or any other office of the College that can help the alleged victim. Employees with knowledge of an alleged assault must also report such information to Human Resources, Title IX Coordinator, Student Affairs, or any other office of the College with authority to initiate an investigation. While reports can be made anonymously, this reduces the College's ability to investigate and resolve an incident.

Please be assured that employees who report potential incidents, like alleged victims, are protected against retaliation and, further, that the College maintains the confidentiality of such investigations to the greatest extent possible. In light of these protections, anonymous reports should be used only as a last resort. Title IX has specific policies and procedures in regards to reporting and investigations. Title IX Coordinator should be contacted for the specific policies and procedures. Silver Lake College maintains a working relationship with the Sexual Assault Resource Center of Manitowoc County which can be reached 24 hours per day at 920-684-5770.

Dating Violence

Dating violence is defined as a violent act committed by a person who is or has been in a social relationship of a romantic nature with the victim. The existence of such a relationship would be based on the reporting party's statement, and with consideration of the length of the relationship, and the frequency of interaction between the persons involved in the relationship. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts which meet the definition of "domestic abuse." Victims of dating violence are encouraged to seek assistance from a Campus Security Authority, or in the case of a criminal offense, report the matter to the Office of Campus Safety or to local law enforcement authorities.

Domestic Abuse

"Domestic abuse" means intentional infliction of physical pain, physical injury or illness, intentional infliction of physical pain, physical injury or illness; intentional impairment of physical condition, sexual assault; a physical act that may cause the other person reasonably to fear imminent harm; by an adult person against his or her spouse or former spouse, against an adult with whom the person resides or formerly resided or against an adult with whom the person has a child in common. Silver Lake College maintains a working relationship with the Domestic Violence Center of Manitowoc County which can be reached 24 hours per day at 920-684-5770.

Silver Lake College Sexual Assault and Physical Abuse Awareness and Prevention

The College collaborates with the Sexual Assault Resource Center (SARC) of Manitowoc County to present pertinent information to the campus community in an effort to prevent victimization due to sexual misconduct. As a means of furthering awareness and precautionary measures, the campus community is informed of how to access the Wisconsin Sex Offender Registry – web site: <http://offender.doc.state.wi.us/public/>

The Silver Lake College contacts for Title IX related matters are the Title IX Coordinator located in the Office of Human Resources 920-686-6180 or the Deputy Coordinator located in the Office of Residence Life 920-686-6278.

Safety Information and Crime Prevention

Silver Lake College of the Holy Family provides safety programming through the cooperation between The Offices of Campus Safety and Student Life. Programs designed to inform students about campus security procedures and to encourage students to be responsible for their own safety include: sexual assault prevention and reporting, Title IX awareness, suicide prevention and intervention, fire safety instruction and drill, alcohol and other drug abuse awareness and

prevention. External support to this effort is enlisted through local public safety emergency services providers, counseling and intervention services, and substance abuse prevention advisory resources.

Timely Warning - “Laker Alert”

The Silver Lake College Timely Warning / Emergency Alert System, “Laker Alert”, is intended to give students faculty and staff timely notification of crimes or conditions that may represent a serious or ongoing threat to the campus community, and to heighten safety awareness in accordance with the *Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act*. “Laker Alert” is a system of delivering timely warning information which operates on following message media: e-mail/text messaging through Rave Wireless, Inc.; public address system; Web based postings; and printed publications. “Laker Alert” may be used to seek information that could lead to arrest and conviction of an offender when violent crime against persons or substantial property crime has been reported.

Fire Safety in the Residence

Clare Hall Fire Alarm and Fire Sprinkler System

Clare Hall is equipped with a state-of-the-art fire alarm and sprinkler system. The system is addressable, which identifies the exact location of the dorm room or area of Clare Hall that is in “trouble mode”. The fire alarm system includes horns and strobes that activate, providing audio and visual warnings to the building occupants.

The fire protection system contains sprinkler heads located throughout Clare Hall that discharge water when the area below a sprinkler head reaches a temperature of more than 165 degrees. All horns and strobes will automatically activate.

Fire alarm pull stations are located near all of the exit doors.

All components of the fire alarm system are electronically monitored by an “Alarm Monitoring Company” which automatically notifies the Manitowoc Fire Department in the event of an alarm activation.

Fire extinguishers, the fire alarm system, sprinkler system, smoke detectors, and fire evacuation procedures are provided for the protection of life and property of building occupants. Students and staff must familiarize themselves with the type and location of equipment, the nearest exits, and proper evacuation procedures.

Students can be placed on Disciplinary Probation for a semester for any violation of a fire safety policy, in addition to any sanctions by the Manitowoc Fire Department, Silver Creek Fire Department or local law enforcement agencies. Examples (not all-inclusive):

- Misuse of firefighting equipment, fire alarm system, sprinkler system, and/or smoke detectors;
- Possession display/use of candles/oil lamps/incense;
- Possession/display/use of halogen lamps;
- Improper use of barbecue grills;
- Failure to follow the smoking policy;
- Failure to evacuate building when fire alarm system is activated.
- Use of smoking materials and open flames within the residence facility.

Fines assessed by Silver Lake College as a means of student disciplinary action will be billed through Student Accounts in the Business Office. The Dean of Students and/or Residence Life Staff is responsible for assessing fines and administering this particular sanction.

The use of multi-outlet plugs or power strips is acceptable ONLY IF the equipment has a built-in circuit breaker.

A fire drill supervised by the Manitowoc Fire Department is conducted during each academic year.

Evacuation

The fire alarm(s) station lever may be pulled if a building needs to be evacuated. Fire extinguishers and alarm pull stations are located on every floor. Evacuation from buildings may be required due to emergencies such as fire, chemical spill, flooding, gas leak, bomb or other threats, or during other immediate safety and health crises when the need to leave the building outweighs the need to remain inside. Campus Safety, Plant Services and Residence Life personnel will circulate to give directions about the emergency and the next steps to take. Evacuation destinations will be subject to the nature of the emergency and conditions which exist at the time of evacuation. The SLC emergency notification system, “Laker Alert”, may also be activated.

Lock Out/Lock Down

Lock Down/Lock Out procedures are implemented in response to unsafe conditions either inside or outside of campus buildings.

Lock Out

When there is an external threat, and SLC needs to take immediate action to lock the outside doors during normal business hours, the goal will be to contain people in the building until the threat is removed. Classes and business will continue to the extent possible.

- External doors are locked by the computer controlled locking system.
- Building emergency personnel are assigned to monitor primary doors to get members of the SLC community safely inside the buildings, and to discourage individuals from leaving.

Lock Down

In the event of an internal threat, and SLC needs to take immediate action to lock outside and inside doors, the goal will be to protect individuals from an intruder, or other hazardous condition:

- Intruder:
 - Take immediate action to lock doors within the College.
 - Lock and barricade all doors leading into your area (office, classroom, public area). When possible, use interior rooms (storage room, office) for safety.
 - Stay away from all doors and windows. Sit or lie down on the floor and remain quiet.
 - Assess the developing situation and plan for safely escaping from the threat.
 - Escape from the threat only if this is an option of lesser risk than remaining sheltered in place.
- Environmental Threat (e.g. chemical spill or release):
 - Close all doors and windows.
 - Turn off all air handling equipment (e.g. fans, A/C units).
 - Seal all external openings with tape, or other pliable material.
 - Close curtains or blinds.
 - Follow instructions from internal College directives, or from external responders.

Pastoral/Professional Counseling Services

Silver Lake College offers to its students, faculty and staff, professional counseling through affiliation with members of the Clergy, the Holy Family Employee Assistance Program 920-320-8400, or the Holy Family Behavioral Health Center. Referrals to these services may be made through the on-campus counselor by contacting 920-686-6192.

Campus Security Crime and Fire Safety Statistical Report

The following information has been recorded by the Dean of Student’s Office at Silver Lake College and consists of incidents reported to campus security authorities. The report is mandated by the Student Right to Know and Campus Security Act of 1990 and must be published annually by October 1 for all colleges and universities receiving federal student financial aid funds.

| Silver Lake College Statistics | 2013 | 2014 | 2015 |
|---|-------------|-------------|-------------|
| Fire statistics – On Campus and Residence Hall | | | |
| Fire | 0 | 0 | 0 |
| Injuries | 0 | 0 | 0 |
| Deaths | 0 | 0 | 0 |
| Total Property Damage | 0 | 0 | 0 |
| Criminal Offenses – On Campus | | | |
| Murder/Non-negligent manslaughter | 0 | 0 | 0 |
| Negligent manslaughter | 0 | 0 | 0 |
| Sex Offenses – Forcible | 0 | 0 | 0 |
| Sex Offenses – Non-forcible | 0 | 0 | 0 |
| Robbery | 0 | 0 | 0 |
| Aggravated Assault | 0 | 0 | 0 |
| Burglary | 0 | 0 | 0 |
| Motor Vehicle Theft | 0 | 0 | 0 |
| Arson | 0 | 0 | 0 |
| Criminal Offenses – Residence Hall | | | |

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|-----------------------------------|---|---|---|
| Murder/Non-negligent manslaughter | 0 | 0 | 0 |
| Negligent manslaughter | 0 | 0 | 0 |
| Sex Offenses – Forcible | 0 | 0 | 0 |
| Sex Offenses – Non-forcible | 0 | 0 | 0 |
| Robbery | 0 | 0 | 0 |
| Aggravated Assault | 0 | 0 | 0 |
| Burglary | 0 | 0 | 0 |
| Motor Vehicle Theft | 0 | 0 | 0 |
| Arson | 0 | 0 | 0 |
| Arrests – On Campus | | | |
| Illegal Weapons Possession | 0 | 0 | 0 |
| Drug Law Violations | 0 | 0 | 0 |
| Liquor Law Violations | 0 | 1 | 0 |
| Arrests – Residence Hall | | | |
| Illegal Weapons Possession | 0 | 0 | 0 |
| Drug Law Violations | 0 | 0 | 0 |
| Liquor Law Violations | 0 | 0 | 0 |
| Hate Offenses – On Campus | | | |
| Murder/Non-negligent manslaughter | 0 | 0 | 0 |
| Negligent manslaughter | 0 | 0 | 0 |
| Sex Offenses – Forcible | 0 | 0 | 0 |
| Sex Offenses – Non-forcible | 0 | 0 | 0 |

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|---|---|---|---|
| Robbery | 0 | 0 | 0 |
| Aggravated Assault | 0 | 0 | 0 |
| Burglary | 0 | 0 | 0 |
| Motor Vehicle Theft | 0 | 0 | 0 |
| Arson | 0 | 0 | 0 |
| Any other crime involving bodily injury | 0 | 0 | 0 |
| Hate Offenses – Residence Hall | | | |
| Murder/Non-negligent manslaughter | 0 | 0 | 0 |
| Negligent manslaughter | 0 | 0 | 0 |
| Sex Offenses – Forcible | 0 | 0 | 0 |
| Sex Offenses – Non-forcible | 0 | 0 | 0 |
| Robbery | 0 | 0 | 0 |
| Aggravated Assault | 0 | 0 | 0 |
| Burglary | 0 | 0 | 0 |
| Motor Vehicle Theft | 0 | 0 | 0 |
| Arson | 0 | 0 | 0 |
| Any other crime involving bodily injury | 0 | 0 | 0 |
| Disciplinary Actions/Judicial Referrals – On Campus | | | |
| Illegal Weapons Possession | 0 | 1 | 0 |
| Drug Law Violations | 0 | 0 | 0 |
| Liquor Law Violations | 4 | 5 | 0 |
| Disciplinary Actions/Judicial Referrals – Residence Hall | | | |

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|--|---|---|----|
| Illegal Weapons Possession | 0 | 1 | 0 |
| Drug Law Violations | 0 | 0 | 4 |
| Liquor Law Violations | 4 | 4 | 13 |
| Offenses reported to Campus Security Authorities or Local Law Enforcement | | | |
| Domestic Violence | 0 | 0 | 0 |
| Dating Violence | 0 | 0 | 0 |
| Stalking | 0 | 0 | 0 |