DISCLOSURE OF CAMPUS SECURITY AND CAMPUS CRIME STATISTICS AND ANNUAL FIRE SAFETY REPORT 2011

To comply with all of the requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and the requirements regarding Annual Fire Safety reporting, Loras College publishes an annual report containing the following information:

- How to report criminal actions or other emergencies occurring on or near campus.
- Policies regarding security of, access to, and maintenance of campus facilities, including campus residences
- A description of the geographical reporting area for Loras College
- Details about the Department of Campus Safety's authority and how that department works with state and local police agencies. Policies that encourage accurate and prompt reporting of all crimes to the Safety Department and the appropriate police agencies also are included.
- A policy to assist monitoring and recording through local police agencies of criminal activity by students at off-campus locations of events sponsored by recognized student organizations
- A description of the type and frequency of programs to:
    1. Inform students and employees about campus security procedures
    2. Encourage students and employees to be responsible for their own security and the safety of others
    3. Inform students and employees about the prevention of crimes
- A statement of policy regarding the College's campus sexual assault prevention programs and procedures to follow should a sex offense occur
- Statistics concerning the occurrence on campus of particular criminal offenses including those that manifest evidence of prejudice based on race, religion, sexual orientation, or ethnicity, as prescribed by the Hate Crimes Statistics Act
- A description of available drug and alcohol abuse education programs, including appropriate policy statements
- Statistics concerning the number of arrest or disciplinary referrals for liquor-law violations, drug abuse violations, and weapons possession, including these same crimes that manifest evidence of prejudice as prescribed by the Hate Crimes Statistics Act
- A description of available emergency response and evacuation procedures, including timely warning information, missing persons procedures, and emergency communication guidelines
- A description of fire safety policies and procedures, exit plans, and a summary of campus fires.

A. DEPARTMENT OF CAMPUS SAFETY

It is the mission of the Department of Campus Safety to assist in every way possible in providing a safe and secure atmosphere that is conducive to the educational process. However, the participation of the entire campus community is necessary in order to achieve the safest campus possible. Each segment of the campus community must cooperate not only with each other but also with area law enforcement agencies.

The Department of Campus Safety is located in suite 530, on the fifth floor in the Alumni Campus Center, and at the 24 Hour Information Desk on the 4th floor of the Alumni Campus Center. On campus, the Department can be reached by phone at extension 7114 or 0. Off campus, the Department can be reached by calling 563.588.7114 or 563.588.7100. The Department consists of 10 full-time, 4 part-time, and 4 call-in employees. **The Department is staffed 24 hours a day, 365 days each year.**

The Loras College campus falls into the jurisdiction of the Dubuque Police Department, the Dubuque County Sheriff's Department and the Iowa Division of Public Safety. The Department of Campus Safety maintains a very positive and open relationship with each of these agencies. The appropriate authorities assist the Department in campus crime investigation. Campus Safety monitors and records, through local police crime data, off campus events sponsored by recognized student organizations. Extensive security officer training on both an annual and on-going basis occurs with regard to emergency medical situations (CPR and first aid), fire prevention, evacuation plans, disaster recovery plans, asset protection, risk management, student issues, and other student and employee safety matters.

The Department of Campus Safety and other departments provide several security programs including on-campus escort service; the lost and found department; and student education on fire safety, personal safety, and alcohol and drug education programs.

Since Loras College is private, no member of the Department of Campus Safety possesses arrest authority. Loras College does, from time to time, hire police officers with full arrest authority (Dubuque County Sheriff deputies and Dubuque Police Department officers) to assist in activities and functions at the College.

B. REPORTING CRIMES

1. Importance of reporting: Crime prevention cannot take place without the assistance of the Loras College Community. The prompt reporting of crimes and suspicious behavior as well as cooperating with the authorities during the investigation of crimes or offenses is encouraged. Your cooperation can aid us in preventing others from being victimized. The Department of Campus Safety will assist anyone in filing a report with law enforcement agencies.

2. Reporting Policies: In the event that you receive criminal or emergency information, you are encouraged to promptly contact local authorities as well as the Department of Campus Safety by dialing extension 7114 or 0 or, if you are off-campus, by dialing 563.588.7100. Campus community members may also file a named or anonymous report by visiting the reporting website, www.mysafecampus.com, and selecting Go, selecting Loras College, and complete online reporting form. By reporting such information to the

Department of Campus Safety, patterns are sometimes evident, aiding us and preventing others from becoming victimized.

3. Confidential Reports: Should you be the victim of a crime which you do not chose to report, confidential assistance is available. The Loras College Counseling Center and the Health Center are not required by the Clery Act to inform Loras College authorities when a crime is reported to them. However, these departments are encouraged to report limited information to the Department of Campus Safety on a confidential basis so that the College may better evaluate the need for a campus safety alert and disclose the most accurate information available in its annual report. Only information relating to the nature of the crime and its location is provided to the Department of Campus Safety. **The identity of victims and witnesses will remain confidential.**

4. Emergencies: In the event of an emergency, the police should be contacted immediately. 911 telephone service is in effect for the entire city of Dubuque. Emergency medical care is provided at all hours at both Finley Hospital at 563.582.1881, and Mercy Medical Center–Dubuque at 563.589.8000.

In the event of a campus emergency or disaster, the Crisis Management Team is activated and all directives and information is disseminated from headquarters of that team. The College has developed an extensive plan to cope with such situations if they develop.

5. Non-Emergencies: Reports should be directed to the respective police agency which has authority to file criminal charges in the geographical area in which a crime was committed. In addition, crimes occurring on or around campus should also be reported to the Department of Campus Safety.

6. Additional Services Provided: Loras College provides or otherwise supports post-emergency and post-crime counseling services for students, staff, and faculty members. Among the departments which provide such services are the following:

(a) Loras College Wellness and Counseling Center
Alumni Campus Center Room 582
855 Loras Blvd.
Dubuque, IA 52004
563.588.7650
563.588.7100 (Emergency)

(b) Rape Victim Advocacy Program
800.284.7821 (State Wide Hot Line)
Referrals to:
Riverview Center, Inc. Sexual Assault
Prevention and Intervention Services
2600 Dodge St.
Dubuque, IA 52001
563.557.0310

(c) Catholic Charities
1229 Mt. Loretta

Dubuque, IA 52003
563.588.0558

(d) Crisis Line
563.588.4016

(e) YMCA Domestic Violence Program
35 N. Booth
Dubuque, IA 52001
563.556.1100

(f) Substance Abuse Service Center
270 Nesler Center
799 Main Street
Dubuque, IA 52001
563.582.3784

In addition, the Dubuque County Attorney's Office maintains a full-time victim/witness coordinator who assists students, staff, faculty and other citizens who are crime victims during and after the criminal prosecution.

C. SECURITY OF CAMPUS FACILITIES

1. General Access to College Buildings: Loras College is a private institution of higher learning. At certain hours of the night, only authorized personnel are permitted in many areas of the college. Most buildings open to the public are closed and locked after regular business hours.

2. Access to Residence Hall Buildings: Loras College uses a computerized fob access system in each of the residence halls. In an attempt to eliminate outside doors from being propped open, Loras College has installed electromagnetic locks on the exterior doors of all residence halls as well as most other campus facilities. Once activated, these locks will not allow access to the building without the proper access fob. Entry must be made at an entrance with a fob reader. The electromagnetic locking system is operated in conjunction with the fire alarm system so that when an alarm is sounded, all of the locks in that particular building release allowing the doors to be used as emergency exits. Report all lost access fobs immediately to Campus Safety so they can be deactivated and replaced.

Within a residence hall, each room door may be locked. Each resident is advised to keep the room door locked at all hours of the day. Residents are held responsible for the conduct of their guests. At least one trained staff member is on duty 24 hours a day. Depending upon the rules of each particular floor, visitation by members of the opposite sex may be limited to certain hours of the day. Unauthorized individuals found within residence halls are subject to college discipline and arrest by local authorities.

3. Access to Academic Buildings: The Department of Campus Safety routinely checks academic buildings which are closed during non-business hours to ensure they remain

locked. Each building has a scheduled time to be secured and only authorized staff members are issued keys to secured buildings.

4. Physical Environment: At Loras College, all aspects of the physical environment are regularly assessed for safety. Such activity includes monthly inspections of all fire alarm systems, fire extinguishers, door alarming systems and daily inspections of lighting of the campus. Loras College has developed specific policies and procedures for disaster recovery and displacement of residents along with an extensively developed evacuation plan.

Residence halls are equipped with fire alarming systems. These alarms both signal into the Information Center (staffed 24 hours) and provide an audible alarm in the affected residence hall. All residence halls are equipped with automatic sprinkler systems. Academic buildings are also equipped with fire alarming systems. These alarms both signal into the Information Center (staffed 24 hours) and provide an audible alarm in the affected building. As of May 2012, the local Fire Department also responds to all campus fire alarm incidents.

Loras College also has an "enhanced 911 system" operating on campus. A call to 911 automatically alerts the Department of Campus Safety that a call has been made, allowing for a quick response by not only the police and fire department, but also the Department of Campus Safety.

5. Monitoring College Property: Members of the Department of Campus Safety monitor the campus 24 hours a day, 7 days a week. The frequency and intensity of monitoring increases during the night time hours. Many campus pathways remain lighted throughout the night. Campus lighting is inspected daily. Maintenance crew members routinely replace lights, trim shrubbery and remove snow, ice and other debris from pathways and parking lots.

D. CAMPUS LAW ENFORCEMENT

1. Arrest Authority: Because Loras College is a private institution, no member of the Department of Campus Safety possesses arrest authority. Loras College does, from time to time, hire police officers with full arrest authority (Dubuque County Sheriff deputies and Dubuque Police Department officers) to assist in activities and functions at the College.

2. Officer Training: Each member of the Department of Campus Safety receives training on an annual and on-going basis relative to emergency medical situations (CPR, AED, and first aid certifications); fire prevention; evacuation plans; disaster recovery plans; asset protection; risk management; student issues and student and employee safety.

3. Interagency Relationships: The campus is located within the city of Dubuque and Dubuque County. Accordingly, Loras College falls into the jurisdiction of the Dubuque Police Department, the Dubuque County Sheriff’s Department and the Iowa Division of Public Safety. The Campus Safety Department maintains a very positive and open relationship with each of these agencies. The appropriate authorities assist in campus crime investigation and prosecution.

4. Weapons Policy: It is a violation of College rules and regulations to possess firearms, fireworks, explosives, ammunition, sling shots, balloon launchers, paintball equipment, knives, bows and arrows, air soft guns, items construed as weapons, or other weapons capable of inflicting personal injury anywhere on campus or on one's person while attending any event sponsored by Loras College.

The college respects each individual's right to bear arms but does not believe firearms are appropriate in the workplace or on College property. Any employee bringing a firearm to the workplace, property, or carrying a firearm in a college vehicle may be disciplined in accordance with College policy up to and including termination. Any student bringing a firearm to campus property may be referred to the college hearing board for possible suspension or expulsion. This prohibition extends to firearms kept in vehicles on College property and at College job sites, including parking lots, regardless of whether the vehicle is owned or leased by the College or to the employee.

5. Drug Policy: Illegal use, possession, sale, or distribution of any state or federally controlled substance, including prescription drugs, is punishable by strict college standards. Suspected violations of this policy will be reported to Campus Safety and/or the Dubuque Police Department. Loras College works very closely with the Iowa Drug Task Force, the Dubuque Police Department and other state and federal agents. Loras College will not tolerate drug activity. In compliance with the Drug-Free Work Place Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989, Loras College prohibits the unlawful possession, distribution or dispensing of drugs and alcohol by students and employees on college property or as any part of College activities.

The College provides ongoing drug and alcohol education about the dangers of drug and alcohol use and abuse. A list of local drug and alcohol counseling services is maintained in the Loras College Counseling Center which is staffed by qualified professionals who make confidential assessments and referrals for drug and alcohol abuse problems.

E. COLLEGE ALCOHOL POLICY

In order to provide a healthy living and learning environment, members of the Loras College community are expected to comply with the following policy regarding alcohol use:

1. There is NO ALCOHOL permitted (regardless of student age) in the traditional residence halls: Beckman, Binz, Rohlman, and the Visitation. Students, (regardless of age), may not possess and/or display empty alcohol containers (cans, bottles, displays, highlighter displays, cases, bongs, keg caps, etc.). Containers will be considered evidence of use and/or consumption and may be confiscated and not returned. Bars or any bar-type structures are not permitted in any housing.

2. Students of legal age residing in Byrne Oaks, the McCarthy and Lynch Apartment Complex, Smyth Hall and campus houses will follow College standards (including state laws) relating to alcohol use. Underage students residing in

alternative housing are expected to comply with College and federal regulations regarding alcohol use. Display of empty alcohol containers (cans, bottles, displays, highlighters, displays, cases, bongs, keg caps, etc.) may be considered evidence of misuse and may be confiscated and not returned. Bars or any bar-type structures are not permitted in any housing.

3. Students may not purchase, provide or make alcohol available to underage students and/or their guests.

4. College funds/student organization funds may not be used to purchase alcohol at any on or off campus event.

5. Public Intoxication is not considered a responsible contribution to the community and therefore is inconsistent with the mission of the College. Public intoxication is considered a violation of College policy and is defined as: a person who, having consumed alcoholic beverages, experiences a loss of the normal use of his or her mental and/or physical faculties. This includes, but is not limited to, slurred speech, loss of motor coordination, aggression, loss of memory, or abusive behavior.

6. Underage students and their guests may not be present in a room where alcohol is present.

7. Loras College prohibits the possession or use of intoxicants in public areas and at student-sponsored activities except as expressly recommended by the event sponsor to the Dean of Students for his/her final approval, with final approval coming from the College President. Public areas include, but are not limited to such areas as: the Fieldhouse, stadium, campus grounds, playing fields, parking lots and in all public meeting rooms; entrance, corridor, lounge or rest room of the residence hall public area; in academic areas or the Academic Resource Center; or in off-campus venues where the College is hosting an event.

8. Kegged (tapped) beer, other common containers of alcohol (e.g. Punch), and other large quantities of alcohol are prohibited in all campus housing. The alcoholic beverages and their containers will be confiscated, will not be returned to the violators, and judicial action may be taken. At any time such items are present in alternative housing, the Rental Agreement will be cancelled immediately. If such items are found in traditional housing, the housing contract will be cancelled immediately.

9. Any games, activities, or equipment that promotes the excessive use of alcohol (e.g. beer pong or beer pong tables, drinko games, and other items similar in nature), are not permitted on College property. Any such items may be confiscated and not returned if found on college property.

10. Per the *Student Handbook*, the College reserves the right to adjudicate off-campus behavior. Loras students represent the college at all times whether on campus or off, and therefore may be held accountable for off campus behaviors that do not meet the behavioral expectations set forth in the Student Handbook.

11. A person is also considered to be in violation of the College's standards on alcohol use if his or her personal alcohol consumption infringes upon the rights of other persons or property, or when alcohol use causes a student or employee to represent the College in a manner that is inconsistent with the mission of the institution.

Sanctioning Information Pertaining to Violations of the Alcohol Policy

Sanctions External to the College

1. Possession of alcoholic/intoxicating beverages by someone under 21 years is a misdemeanor punishable by imprisonment in the county jail for not more than 30 days, a fine not to exceed $100 or both. There are also state laws concerning driving under the influence of alcohol, charging money for alcohol without a liquor license, and using a false driver's license to obtain beer or other alcoholic beverages. Depending upon the number of previous convictions or gravity of the circumstances, you may be charged with a felony or misdemeanor for such an offense. It is most likely that you will also forfeit your driving privileges in the event you are convicted of such an offense.

State of Iowa legislation reads, in part:

"No person shall sell, give or otherwise supply alcoholic liquor or beer to any person knowing or having reasonable cause to believe said individual to be under legal age, and no person or persons under legal age shall individually or jointly have alcoholic liquor or beer in his/her or their possession or control; except to the extent that a person under legal age may handle alcoholic beverages and beer during the regular course of his/her employment by a liquor control licensee or beer permitted under this chapter." (Code of Iowa, Section 123.47)

"No person shall sell, dispense or give to any intoxicated person, or one simulating intoxication, any alcoholic liquor or beer." (Code of Iowa, Section 123.49)

"Any person who violates any of the provisions of section 123.49 shall be "Guilty of a simple misdemeanor." (Code of Iowa, Section 123.50)

2. There are also Dubuque ordinances similar to those described above. If drugs are involved, the city will, most likely, defer to the state or federal authorities because their penalties are more severe. If alcohol is involved, an individual may be convicted of violating both local and state law and punished according to both laws.

   Courts do not excuse individuals convicted of these offenses from a prison sentence to go to college or work. A conviction for such an offense is a serious blemish on the student's record which could prevent the individual from entering many careers or obtaining certain jobs.

Students and employees are encouraged to review this information. The above-referenced examples of penalties and sanctions are based on the relevant laws at the time of adoption of this policy statement. Such laws are, of course, subject to revision or amendment by way of the legislative process.

Sanctioning Information Internal to the College

For Students

Loras College recognizes that with rights come responsibilities. With this in mind, the following sanctioning information outlines how students who violate the alcohol policy will be held accountable. The examples given are not to be interpreted as all-inclusive.

Description of Violations

These apply to all students regardless of age or location of incident.

Minor Violations: Underage possession or consumption of alcohol; drinking in public/non-approved locations (any age); being present at a location where alcohol is being consumed and where it is a violation to possess alcohol (i.e. traditional halls).

Serious Violations: Student exhibits any of the following behaviors: Staggering disorderly conduct, vandalism, verbally disruptive, fighting, intoxication, vomiting but coherent and conscious, consumption of large quantities of alcohol (defined by the Loras College philosophy on low risk drinking that follows) regardless of physical appearance (including participation in drinking games, or possession of structures that promote high risk drinking, such as bars, beer bong tables, drinko boards, beer battleship games, or other similar items), or a second minor violation, or a second off campus arrest.

Severe Violations: Student exhibits any of the following behaviors: Vomiting and/or incoherent, unconscious, needed or received medical attention (including treatment by EMTs and/or a visit to the hospital), lost control of bodily functions, memory loss, a pattern of alcohol abuse, possession of kegs, bulk, common source, or other large containers, or repeated minor or serious alcohol violations, or a third off campus arrest.

Standard Minimum Responses

These are **recommended** minimum sanctions. More severe sanctions may apply to individuals who have a prior judicial file, and/or where there are additional policy violations of other behavior standards.

FIRST OFFENSE

Minor:

- $75 fine
- Written reprimand
- Written reflection and when necessary, follow up meeting

Serious:

- $100 fine
- Disciplinary probation (up to 8 weeks)
- Parents/legal guardian notified via letter if student is under the age of 21
- Alcohol Decisions Group course

Severe:

- $150 fine
- Disciplinary probation (up to 16 weeks)
- Deferred cancellation of housing
- Referral for on-campus assessment and a three-night education course
- Parents/legal guardian are notified via letter if student is under the age of 21

SECOND OFFENSE

Minor:

- $100 fine
- Disciplinary probation (up to 8 weeks)
- Parents/legal guardian notified via letter if student is under the age of 21
- Alcohol Decisions Group course

Serious:

- $150 fine
- Disciplinary probation (up to 16 weeks)
- Deferred cancellation of housing
- Referral for on-campus assessment and three-night education course
- Parents/legal guardian are notified via letter if student is under the age of 21

Severe:

- Recommend suspension or expulsion to the College Hearing Board
- OR
- Parent/guardian letter if student is under the age of 21 and referral to off-campus assessment agency and complete required treatment

THIRD OFFENSE

Minor:

- $150 fine
- Disciplinary probation (up to 16 weeks)
- Deferred cancellation of housing
- Referral for on-campus assessment and three-night education course
- Parents/legal guardian notified via letter if student is under the age of 21

Serious:

- Recommend suspension or expulsion to the College Hearing Board
- OR
- Parent/guardian letter if student is under the age of 21 and referral to off-campus assessment agency and complete required treatment

Severe:

- Recommend suspension or expulsion to the College Hearing Board
- OR
- Parent/guardian letter if student is under the age of 21 and referral to off-campus assessment agency and complete required treatment

F. LORAS COLLEGE DRUG POLICY

Illegal use, possession, sale, or distribution of any state or federally controlled substance, including prescription drugs, is punishable by strict College standards. Suspected violations of this policy will be reported to Campus Safety, and/or the Dubuque Police Department.

Members of the College community and their guests are not permitted to possess anything deemed to be drug paraphernalia such as bongs, pipes, rolling papers, etc. The odor of drug use (for example, the odor of marijuana) is considered sufficient evidence to take administrative action. Students and/or their guests may not be present in rooms where such drugs are present. Drug possession, use of, distribution in College facilities and on campus will result in judicial action for those involved.

STANDARD COLLEGE RESPONSE TO DRUG VIOLATIONS

Description of Violations

Minor Violations: Possession of any drug paraphernalia or objects that could be used as drug paraphernalia (e.g. bongs, pipes, or cans/bottles used for smoking marijuana.) Hookahs may also be investigated as drug paraphernalia. The odor of drug use may also be considered a minor violation.

Serious Violations: Possession and/or use of marijuana, illicit drugs, or other controlled substances regardless of quantity (including residue); or a second "1st level" violation.

Severe Violations: Distribution and/or possession of large quantities of marijuana and/or any illicit drug. Repeated violations of other lower level offenses.

Please note: All violations involving any quantity of illicit drugs or other controlled substances will be referred to the college hearing board for review.

Standard Minimum Responses

These are recommended minimum sanctions. More severe sanctions may apply to individuals who have a prior judicial file or multiple violations.

FIRST OFFENSE

Minor:

- $75 fine
- Off Campus drug counseling session
- Disciplinary probation (up to 16 weeks)
- Deferred cancellation of housing
- Parents/legal guardians notified via letter if student is under the age of 21

Serious:

- Recommend suspension or expulsion to College Hearing Board

- OR
- Referral to off-campus assessment agency/complete any recommended treatment programs

Severe:
- Recommend suspension or expulsion to College Hearing Board
- OR
- Parent/guardian letter if student is under the age of 21 and referral to off-campus assessment agency and complete required treatment

SECOND OFFENSE

Minor:
- $100 fine
- Disciplinary probation (up to 32 weeks)
- Parents/legal guardian notified via letter if student is under the age of 21
- Cancellation of housing
- Referral to off-campus assessment agency/complete any recommended treatment programs

Serious:
- Recommend suspension or expulsion to College Hearing Board
- OR
- Parent/guardian letter if student is under the age of 21 and referral to off-campus assessment agency and complete required treatment

Severe:
- Recommend suspension or expulsion to College Hearing Board
- OR
- Parent/guardian letter if student is under the age of 21 and referral to off-campus assessment agency and complete required treatment

THIRD OFFENSE

Minor:
- Recommend suspension or expulsion to College Hearing Board
- OR
- Parent/guardian letter if student is under the age of 21 and referral to off-campus assessment agency and complete required treatment

Serious:
- Recommend suspension or expulsion to College Hearing Board
- OR
- Parent/guardian letter if student is under the age of 21 and referral to off-campus assessment agency and complete required treatment

Severe:
- Recommend suspension or expulsion to College Hearing Board
- OR

- Parent/guardian letter if student is under the age of 21 and referral to off-campus assessment agency and complete required treatment

ALCOHOL AND OTHER DRUG USE AND ABUSE PREVENTION

Loras offers many opportunities and choices. Each decision made can greatly impact your future. Choices relating to alcohol and other drug use can affect a person's safety, academics, health, relationships, and the lives of others in the Loras community. Frequently, alcohol and other drug misuse result in sexual assaults, increases in vandalism, discipline problems, decreases in academic performance, injuries, medical problems, death including overdoses, suicides, and traffic fatalities, impaired driving abilities as well as physical and psychological dependency. Absence from work, erratic job performance, safety hazards and a decrease in job productivity are just a few problems experienced by persons who are impaired by using alcohol and other drugs. Each person must become aware of the issues related to alcohol and other drug use in our community. The following section provides information concerning health risks, College sanctions, legal consequences, and area support services regarding these concerns.

HEALTH RISKS ASSOCIATED WITH OTHER DRUGS

Narcotics (Opium, Morphine, Codeine, Heroin, Hydromorphone, Meperidine, Methadone)

- Possible Effects: Euphoria, drowsiness, respiratory depression, constricted pupils, nausea.
- Effects of Overdose: Slow and shallow breathing, clammy skin, convulsions, coma, possible death.
- Withdrawal Syndrome: Watery eyes, runny nose, yawning, loss of appetite, irritability, tremors, panic, cramps, nausea, chills and sweating.
- Risk of Physical Dependence: High
- Risk of Psychological Dependence: High

Depressants (Chloral Hydrate, Barbiturates, Benzodiazepines, Methaqualone, Glutethimide)

- Possible Effects: Slurred speech, disorientation, drunken behavior without odor of alcohol.
- Effects of Overdose: Shallow respiration, clammy skin, dilated pupils, weak and rapid pulse, coma, possible death.
- Withdrawal Syndrome: Anxiety, insomnia, tremors, delirium, convulsions, possible death.
- Risk of Physical Dependence: Moderate to High
- Risk of Psychological Dependence: Moderate to High

Stimulants (Cocaine, Amphetamines, Phenmetrazine, Methylphenidate)

- Possible Effects: Increased alertness, excitation, euphoria, increased pulse rate and blood pressure, insomnia, loss of appetite.
- Effects of Overdose: Agitation, increase in body temperature, hallucinations, convulsions, possible death.

- Withdrawal Syndrome: Apathy, long periods of sleep, irritability, depression, disorientation.
- Risk of Physical Dependence: Possible
- Risk of Psychological Dependence: High

Hallucinogens (LSD, Mescaline and Peyote, Amphetamine Variants, Phencyclidine)

- Possible Effects: Analogues, illusions and hallucinations, poor perception of time and distance.
- Effects of Overdose: Longer, more intense "trip" episodes, psychosis, possible death.
- Withdrawal Syndrome: Withdrawal syndrome not reported.
- Risk of Physical Dependence: Unknown
- Risk of Psychological Dependence: Unknown, High for Phencyclidine and analogs (i.e., PCP)

Cannibus (Marijuana, Tetrahydrocannabinol, hashish, hashish oil)

- Possible Effects: Euphoria, relaxed inhibitions, increased appetite, disoriented behavior.
- Effects of Overdose: Fatigue, paranoia, possible psychosis.
- Withdrawal Syndrome: Insomnia, hyperactivity, decreased appetite occasionally reported.
- Risk of Physical Dependence: Unknown
- Risk of Psychological Dependence: Moderate

Drug/Alcohol Counseling and Rehabilitation Programs

The Counseling Center has drug/alcohol counseling and rehabilitation programs for students and employees and can make referral for needs not able to be met through that program. There also are other programs offered throughout the community. A number of such programs are listed below. Seeking alcohol or drug treatment, or receiving a referral for services is confidential, and will not, alone, result in disciplinary action. Individual privacy will, of course, be maintained in any counseling/rehabilitation process.

NATIONAL RESOURCES

(a) National Institute on Drug Abuse – Information and Referral Line
1.800.662.HELP
M-F, 8:30 a.m.-4:30 p.m.

(b) National Council on Alcoholism
1.800.622.2255
24 hours a day

(c) Substance Abuse Information and Treatment Referral
1.800.662.HELP
www.drughelp.org

(d)Reach-Out Hotline

(alcohol, drug crisis intervention, mental health and referral)
1.800.522.9054

LORAS COLLEGE/DUBUQUE RESOURCES
(regarding substance abuse)

(a) Counseling Center
563.588.7085
473 Alumni Campus Center
Loras College

(b) Loras College Health Center
563.588.7142
474 Alumni Campus Center
Loras College

(c) Substance Abuse Services Center
563.582.3784
270 Nesler Centre
Dubuque, IA 52001

(d) Turning Point Treatment Center
563.589.8925
Mercy Health Center
250 Mercy Drive
Dubuque, IA 52001

(e) Alcoholics Anonymous—Dubuque Area Intergroup
563.557.9196
24-Hour Referral Service
1593 Main Street
Dubuque, IA 52001

G. SECURITY AWARENESS PROGRAMS

1. General Purpose: Loras College undertakes programs designed to maintain and improve awareness on the subject of safety and security and encourages students, staff and faculty to take an active role in the deterrence of crime. This is accomplished through a variety of means, mainly programs sponsored by the Department of Campus Safety and Student Life.

2. General Sources of Information: By state law, certain information regarding crimes is public information, including the date, time, specific location, immediate facts of a crime, the name and address of a person arrested, and the nature of the criminal charge. Daily police arrest reports are published in the Telegraph Herald. Loras College maintains campus safety awareness information in Department of Campus Safety, suite 530, fifth floor, Alumni Campus Center.

Safety alerts are issued any time a report is received in the office of Campus Safety where a continued danger may exist. These alerts are distributed by e-mail and bulletins are posted in all residential buildings, academic buildings, and the Alumni Campus Center. Postings are placed in conspicuous areas and at the entrances to buildings.

3. Educational Programs: Each year, both Campus Safety and Student Life present programs relative to student safety. Depending on availability, special speakers are brought to campus to educate students, faculty and staff. Due to the changing calendar of campus activities over the course of a year, the number of security programs presented varies from month to month. Among the prevention programs regularly offered are sexual assault awareness workshops; safety awareness; fire drills in the residence halls and other safety related programs. In the residence halls, formal and informal programming is provided to residents on topics related to crime prevention.

H. SEXUAL ASSAULT/SEX DISCRIMINATION POLICY AND PROGRAMS

Sexual discrimination is illegal under Title VII of the Civil Rights act of 1964 and Title IX of the Education Amendments of 1972. As defined by the Equal Employment Opportunity Commission, and in accordance with the 1986 landmark decision of the United States Supreme Court, [Meritor Savings Bank v. Vinson, 477 U.S. 57 (1986)], "Sexual Harassment" includes but is not limited to unwelcome sexual advances, requests for sexual favors, sexually motivated physical contact, or other verbal, nonverbal, or physical conduct or communication of a sexual nature when:

1. Submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining employment or education; or
2. Submission to or rejection of that conduct or communication by and individual is used as a factor in decisions affecting that individual's employment or education; or
3. That conduct or communication has the purpose or effect of substantially interfering with an individual's employment or education, or of creating an intimidating, hostile, or offensive employment or education environment.

Examples of sex discrimination include, but are not limited to the following examples of unwelcome acts:

- Verbal: insults, threats, jokes, or derogatory comments based on gender, sexual innuendo or suggestive comments, sexual propositions or advances, pressure for sexual favors, corruption of a minor, importuning, or public indecency.
- Non-Verbal: posting of sexually suggestive or derogatory pictures, cartoons or drawings, making suggestive or insulting noises, leering, whistling, or making obscene gestures, corruption of a minor, importuning, voyeurism, and public indecency.
- Physical: touching, pinching, squeezing, patting or brushing against the body, impeding or blocking normal work movement, coercing sexual intercourse or assault, rape, sexual battery, corruption of a minor, importuning, public indecency, felonious penetration, or prostitution.
- Sexual Abuse: Any sexual act between persons (including non-consensual sexual intercourse/rape), non-consensual sexual contact (sexual assault) and sexual

exploration is sexual abuse by either one when the act is performed with the other in any of the following circumstances:

- The act is done by force or against the will of the other. If the consent or acquaintance of the other is procured by threats of violence toward any person or if the act is done with the other is under the influence of a drug induced sleep, or is otherwise in a state of unconsciousness or the act is done against the will of the other.
- When the victim is incapable of giving consent because he or she suffers from a mental defect or incapacity or lacks the mental capacity to know the right and wrong of conduct in sexual matters.
- The other person is a child.

Consent is informed through mutually understandable words which indicate a willingness to participate in a mutually agreed upon sexual activity. Furthermore, at any time during consensual sexual activity, a person may refuse to continue the sexual activity. From the point of refusal, the previous consent is invalid.

Additionally, retaliation against anyone reporting or thought to have reported sex discrimination behaviors or who is a witness or otherwise is involved in sex discrimination proceedings is prohibited. Such retaliation is a serious violation of policy and will be investigated as an independent act of sex discrimination. Encouraging others to retaliate also violates this policy. Examples of retaliation include but are not limited to:

- Unfair grading, evaluation, or assignments
- Unfair changes to conditions of employment
- Information being withheld, or difficult to obtain
- Ridicule (public or private)
- Oral or written threats or bribes

The fact that someone did not intend to sexually harass an individual is not necessarily a defense to a complaint of sex discrimination. Regardless of intent, it is the duration, effect, and characteristics of the behavior that determine whether or not the behavior constitutes sex discrimination. Harassing conduct may be disciplines even if the complaining person is not the target of the conduct.

The use of alcohol or other drugs by either party is not an extenuating circumstance and does not mitigate the responsibility of a person found to have committed sex discrimination.

This policy covers all members of, or visitors to, Loras College and those otherwise associated with the College to include, but not limited to: administrators, faculty, staff (administrative, professional, and hourly), students, vendors, contractors, volunteers, and internship supervisors.

The College may impose discipline or sanctions if any type of sex discrimination occurs on or off College premises.

False accusations of sex discrimination can seriously injure innocent people. Initiating a false harassment complaint or initiating a harassment complaint in bad faith may result in

disciplinary action. A finding for the accused does not constitute that the complaint was in bad faith.

Statement on Sexual Assault
Loras College is committed to maintaining an environment that is free from the physical and emotional threat of sexual discrimination, sexual abuse, and sexual assault. The College will assist in an investigation and promptly see to an equitable resolution of all allegations of sexual discrimination, sexual abuse, and sexual assault. The College's goal is to protect its students from all sexual assault and to aid those students who have survived sexual discrimination, sexual abuse, or sexual assault.

State of Iowa Statute
The State of Iowa defines incapacitation as meaning a person is disabled or deprived of ability, as follows:

- "Mentally incapacitated" means that a person is temporarily incapable of apprising or controlling the person's own conduct due to the influence of a narcotic, anesthetic, or intoxicating substance.
- "Physically helpless" means that a person is unable to communicate an unwillingness to act because the person is unconscious, asleep, or is otherwise physically or mentally limited.
- "Physically incapacitated" means that a person has a bodily impairment or handicap that substantially limits the person's ability to resist or flee.

The State of Iowa and Loras College use the following sexual abuse definition. Sexual abuse is considered a felony as defined in Section 709 of the Iowa State Code. Sexual assault is considered first-degree sexual abuse under Iowa law. Sexual assault is defined as forced penetration of the vagina, anus or mouth with a finger, penis or any other object. Although the term "rape" is used in this policy and in other educational material, the Iowa legal system uses the umbrella term of sexual abuse and sexual assault, and not the specific term "rape," when cases are taken to court.

Sexual assaults occur on a broad continuum and include—criminal behaviors endangering another/other persons. They range from verbal assaults to rape. Loras College takes a very strong stance against acts of violence by a member of our community. Students found responsible of sexual assault can expect strong disciplinary actions by the College. Any community member with knowledge of any incidents of sexual assault should report them to the Campus Safety Office and Dubuque Police Department. It is recommended and encouraged that a survivor seek confidential counseling.

Sex Under the Influence
As outlined above, consenting sex recognizes sober, verbal communication, free of threats or other coercion. College policy recognizes that someone who is under the influence of drugs and/or alcohol is unable to give consent.

Survivor Rights
A student who is a survivor of a sexual assault is guaranteed the following rights:

1. The right to meet with Loras College staff privately, to register the complaint.

2. The right to be free from any pressure from campus personnel to:

- Report crimes if the survivor does not wish to do so
- Report crimes as lesser offenses than the survivor perceives the crime to be

3. The right to not release your name to the public or to the press.

4. The right to not be prejudged or blamed for what occurred.

5. The right to be treated with courtesy, sensitivity, dignity, understanding and professionalism.

6. The right to speak to a female or male staff member about the incident.

7. The right to have help in arranging for any hospital treatment or other medical needs.

8. The right to have the College privately contact counseling, safety, advising and other available resources.

9. The right to have an advocate/advisor present during the hearing proceedings.

10. The right to an explanation of the complaint procedures for sexual assault violations.

11. The right to participate or not participate in campus disciplinary proceedings regarding a sexual assault incident.

12. The right to speak in a disciplinary proceeding.

13. The right to privacy with regard to past sexual/relationship history during campus disciplinary proceedings.

14. The right to be kept up-to-date on the progress of the investigation of the case.

15. The right to have College officials answer questions and explain the systems and processes involved.

16. The right that the College will consider your case seriously regardless of your gender or sexual orientation, and regardless of the gender or sexual orientation of the suspect.

Relevant Procedures and Information Regarding an Assault:

- Contact a resident assistant, area coordinator, security officer, faculty member or staff member.
- Do not wash, douche, shower or launder your clothes after an assault, as that could result in destroying evidence.
- Report to a hospital emergency room as soon as possible for treatment and evaluation.
- Cooperate with police and/or campus officials who will contact you for information to proceed with the case.
- Contact the Loras College Wellness and Counseling Center and to receive assistance from a trained advocate.

- A person accused of assault while residing in campus housing residence hall may be relocated or may be asked to leave College housing pending investigation of the complaint.
- All students have a right to campus housing free of sexual or physical intimidation.
- If allegations of sexual assault are, through investigation, demonstrated, appropriate action for the complaint will be taken up to expulsion. (Title VII, Pub. L. 88-352, 78 Stat.253 (42 U.S. C 2000e et sez.))
- The College has a number of Mandatory Reporters referred to as Campus Safety Authorities (CSAs). These individuals, by law, must report any incident for the College to be in compliance with the Jeanne Clery Act.

  Campus Security Authorities include:
  - Residence Life staff
  - Student Life staff
  - Safety staff
  - Advisors to Clubs and Organizations
  - Director of Athletics and team coaches
  - Any individual with significant responsibility for student and campus activities is considered a campus

Reporting a Sexual Assault

A survivor of a sexual assault may report the assault to Loras College officials, appropriate law enforcement agencies, or both. Loras College officials will assist the survivor with reporting an assault if you request assistance.

Reports of sexual assault may be made to the Department of Campus Safety (7114 or 0); Area Coordinator, Health Center, Counseling Center or other College reporting authorities.

Reports of sexual assault may be made to law enforcement authorities by calling the Dubuque Police Department if the assault occurred within the City of Dubuque. If the assault occurred in another area of Dubuque County, call the Dubuque County Sheriff's Department. Both Departments can be reached by dialing 911.

Anyone who believes that he or she has been the subject of, has been notified about, or has observed sex discrimination, harassment, or assault as defined by this policy should report the alleged conduct immediately to the Title IX Coordinator, who at Loras College is the Dean of Students, can be contacted at the Student Development Office, 540 Alumni Campus Center, or via phone at 563.588.7060. In the role of Title IX Coordinator, the Dean of Students will coordinate all matters related to sexual discrimination at the College and will coordinator the efforts of the college to comply with Title IX law. As the Title IX Coordinator, the Dean of Students is responsible for:

- Ensuring both the individual filing the complaint and the individual accused of discrimination, harassment, or retaliation are aware of the seriousness of the complaint.
- Explaining Loras College's sex discrimination policy and procedures
- Exploring various means of resolving the complaint
- Making referrals to the Counseling Center and other agencies if appropriate

- Discuss with the complainant the option of notifying police if criminal activity was involved
- Conducting/Arranging an investigation of the prohibited conduct
- Preparing or overseeing any reports, recommendations, or remedial actions that are needed or warranted to resolve any prohibited conduct
- Assess each complaint individually

The Dean of Students may partner with a Sexual Harassment Complaint Advisors (SHCA) to address an incident. The SHCAs will be faculty and staff members recommended by the EEO Committee and approved by the President's Administrative Team. A list of the names and contact information for SHCAs is available in the following offices: Vice President for Student Development, Human and Organizational Development, Counseling Center, and Campus Safety.

College Hearing Board Process
The College Hearing Board will hear issues of sexual misconduct. The composition of the board is described later in this document. The College Hearing Board will receive training specific to hearing cases of alleged sexual misconduct.

Advocacy and Counseling Resources
Any survivor of a sexual assault has a right to counseling referral from the Loras College Counseling Center and to receive assistance from a trained advocate. The following counseling resources are available to students, faculty and staff who have been assaulted:

(a) Loras College Counseling Center
Alumni Campus Center Room 582
855 Loras Blvd.
Dubuque, IA 52004
563.588.7650
563.588.7100 (Emergency)

(b) Rape Victim Advocacy Program
800.284.7821 (State Wide Hot Line)
Referrals to:
Riverview Center, Inc. Sexual Assault
Prevention and Intervention Services
2600 Dodge St.
Dubuque, IA 52001
563.557.0310

(c) Catholic Charities
1229 Mt. Loretta
Dubuque, IA 52003
563.588.0558

(d) Crisis Line
563.588.4016

(e) YMCA Domestic Violence Program

35 N. Booth
Dubuque, IA 52001
563.556.1100

(f) Substance Abuse Service Center
270 Nesler Center
799 Main Street
Dubuque, IA 52001
563.582.3784

The following College department serves as a resource for anyone who has been assaulted:

(a) Office of the Associate Vice President for Student Development and Dean of Students
563.588.7060

Mandatory Child Abuse Reporting Policy

Purpose
Loras College strives to protect the welfare of minors on its campus. This includes minors who are on campus or participating in off-campus college-sponsored programs. Any uncertainty about whether reporting is required should be resolved in favor of making a report.

Who Must Report
Consistent with Iowa Code 261.9, this policy requires anyone who, in the scope of their employment responsibilities, examines, attends, counsels, or treats a child, to report suspected physical or sexual abuse of a child. This includes all employees, including, but not limited to, faculty, coaches, student employees, administrators and staff. If you are not sure whether you are required to report, you should err on the side of caution and report. You do not need to have proof that abuse has occurred in order to be required to report.

When to Report
Individuals must report child abuse when they see, know about, or reasonably suspect the abuse of a child. A report should be made within twenty-four hours after becoming aware of the suspected abuse. The types of abuse that are required to be reported under this policy include any physical or sexual abuse of a child.

- Child means any person under the age of eighteen years.

- Physical abuse means non-accidental acts or omissions that cause, or fail to prevent, physical injury to a child.

- Sexual abuse means the commission of a sexual offense according to Iowa law, including rape, sexual assault, molestation, incest, indecent exposure, or exploitation of a child in a manner in which the child is used for gratification or sexual enjoyment by another person.

Reporting Procedures.

In the event of an emergency, call 911.

Suspected abuse should be reported to both:

1. Title IX Coordinator: Phone 563.588.7060, Email Arthur.Sunleaf@loras.edu **AND**
2. Campus Safety: mysafecampus.com online reporting system or Phone 563.588.7114

When making a report of child abuse, the reporter should provide the following information to the best of their knowledge:

- Name of the alleged victim(s)
- Name of the alleged perpetrator(s)
- Time and date of the incidents being reported
- Location where the incidents occurred
- Any additional information known about the abuse

Mandatory Reporters Under Iowa Code 232.69
It is possible that some reporters, as well as others who interact with minors who are on campus or participating in off-campus college-sponsored programs may be mandatory reporters child abuse under Iowa Code §232.69. These individuals have additional responsibilities to report *all forms* of child abuse as described in Iowa Code § 232.68(2). Under §232.69, mandatory reporters must report suspected abuse to the Department of Human Services. Child Abuse can be reported to the Department of Human Services by calling the toll-free child abuse reporting hotline 24 hours a day: 1-800-362-2178.

Loras College encourages everybody, including those who are not mandatory reporters under Iowa Code §232.69, to report all forms of child abuse to the Department of Human Services in addition to reporting to the Title IX Coordinator and the Department of Public Safety under this policy.

Consistent with Iowa law, the College will take no retaliatory action against an employee who makes a good faith report of child abuse.

Disciplinary Action and Sanctions

Any student who is found responsible for sexual assault or sexual abuse will be disciplined up to and including expulsion. All students have a right to campus housing free of sexual or physical intimidation. A person accused of sexual abuse or assault while residing in College housing may be relocated or may be asked to leave College housing pending investigation of the complaint. Similarly, survivors of sexual assault or abuse may request changes in their academic or living situations.

Both the accused and the accuser have the same right to have an advocate present during disciplinary hearings. The advocate is a faculty, staff, or peer who may advise the student on the preparation and presentation of the case and/or accompany the student to the hearing. The advocate may not present the case or summary of the case for the student or directly question any individuals involved in the hearing process. Both the accused and the accuser shall be notified of the final determination and any sanction of the disciplinary hearings.

A complete description of the disciplinary procedures and policies of Loras College can **be found in the "Rights and Responsibilities" section of the *Student Handbook*.**

I. EMERGENCY RESPONSE AND EVACUATION PROCEDURES

Statement on Timely Warning

In the event that a situation arises, either on or off campus, that, in the judgment of the Director or Assistant Director of Campus Safety, or his or her designee, constitutes an ongoing or continuing threat, a campus wide "Security Alert" will be issued. The warning will be issued through the college alert system via email, phone, and text to students, faculty, and staff and will also be posted to the portal on the *Inside Loras* announcements page. In some instances, an outdoor voice/sound PA system will be utilized.

Anyone with information warranting a timely warning via a "Security Alert" to the campus should report the circumstances to the Office of Campus Safety by phone at 563.588.7114 or 563.588.7100 by e-mail at LorasSecurity@loras.edu, or in person at our office located on the fifth floor, Alumni Campus Center, or at the 24 Hour Information Desk, 4th Floor Alumni Campus Center.

Procedures for Missing Persons

Campus community members should report missing persons to Loras College Campus Safety, accessible at 563.588.7114 or in person at the Loras College Information Desk, 4th Floor Alumni Campus Center, or via phone to the Information Desk at 563.588.7100. Missing persons may also be reported to the Dean of Students, accessible at 563.588.7060, or at the Student Life Office, 540 Alumni Campus Center. Please note that missing person reports will be referred immediately to Campus Safety and/or local law enforcement.

Each student living in college owned housing has the option to register a confidential contact person to be notified in the case that the student is determined to be missing. Only approved campus officials and law enforcement officers in furtherance of a missing

person investigation have access to this information. Campus community members are encouraged to register a confidential contact person by contacting the Administrative Assistant to the Dean of Students at 563.588.7060.

If Campus Safety officials determine that a student for whom a missing persons report has been filed has been missing for more than 24 hours, then within the next 24 hours, a college official will:

- Notify the individual identified by the student to be contacted in such a situation
- If the student is under age 18, a parent or guardian and local law enforcement will be notified
- If the student is over age 18, local law enforcement will be notified

Definitions of Emergencies

Minor Incident (disrupting only limited parts of campus)*:* Any incident that does not seriously affect the overall functional capacity of the college, and can be resolved with existing college resources or limited outside help. This type of emergency involves only the locally affected area, and does not require the Core Emergency Response Team (ERT) to be convened. Impacted personnel or departments will work directly with the Loras College Campus Safety staff to assess and address the situation, and the Director or Assistant Director of Campus Safety, or his or her designee, will be responsible for contacting and informing appropriate college staff.

Some examples of minor emergencies include but are not limited to: odor complaint localized chemical spill, plumbing failure and/or an inoperative elevator.

Major Emergency (disrupting sizable portions of campus)*:* Any incident which affects an entire building or buildings and which will disrupt the overall operations of the College is considered a major emergency. Assistance from external organizations will most likely be required, the situation may escalate quickly, serious consequences to critical functions could occur, and serious injury or loss of life might be possible. In this type of emergency, the Director or Assistant Director of Campus Safety or his or her designee will activate/notify all members of the Core Emergency Team (Core ERT); a Crisis Control Center will be established; and the Core Emergency Response Team (Core ERT) will meet at the Crisis Control Center to evaluate the situation and decide upon a course of action.

Some examples of major incidents include but are not limited to: building fires, chemical spills which could pose a threat to a large number of people, extensive power or utility outage, severe weather, and/or an existing or imminent external emergency that may impact the campus.

Disaster (involving the entire campus and surrounding community): Any event or occurrence that has taken place and has seriously impaired or halted the operations of the College. In some cases, mass personnel casualties and severe

property damage may be sustained. The effects of the emergency are wide-ranging and complex. A timely resolution of disaster conditions requires college-wide cooperation and extensive coordination with external jurisdictions. In this type of emergency, the Director or Assistant Director of Campus Safety or his or her designee will activate/notify all members of the Core Emergency Response Team; a Crisis Control Center will be established; and the Core ERT will meet at the Crisis Control Center to evaluate the situation and decide upon a course of action.

Some examples of a disaster include but are not limited to: major flooding, major earthquake, and/or a massive release of a biological or chemical agent.

Who to Call in an Emergency

Regardless of the time of day, immediate contact should be made with those persons who are best able to provide the needed services in response to an emergency**. In all life threatening emergencies dial 911 and follow up with a call to Campus Safety at 563.588.7100.** To be helpful, inform the 911 call center of the building, room, and phone number you are calling from. All other emergencies should be directed to the Loras College Campus Safety at 563.588.7100. Campus Safety personnel will be responsible for contacting designated responders and administrative officials and the specific guidelines within this plan will be followed.

Declaration of Campus State of Emergency

The authority to declare a Campus State of Emergency rests with the President (or designee). When this declaration is made, access to the campus may be limited to registered students, faculty, staff, and employees. Those who cannot present proper identification showing their legitimate business on campus may be asked to leave the campus. Unauthorized persons remaining on campus may be subject to arrest.

Upon notification of a campus state of emergency, the Core ERT will meet at the Crisis Control Center. This core group of individuals shall respond at all incidents unless otherwise notified by the President or designee.

Each campus emergency will present hazards and situations unique to that emergency. It will be imperative that the Core ERT activate/notify the proper personnel in a timely manner. Once the Core ERT is notified, they will have the flexibility to respond to the incident as they deem proper for the situation at hand. A list of emergency phone numbers accompanies this document and provides a complete listing of individuals and/or agencies that can respond to a particular emergency.

General Responsibilities

All Employees:
In case of emergency, all employees must follow the appropriate emergency procedures found in the crisis plan. *Emergencies that may be life threatening should be reported immediately to 911*. Always inform the 911 Call Center of the building, room, and phone number you are calling from. Non-life threatening

emergencies should be reported to Loras College Campus Safety at 563 588 7100. Personal safety is of utmost concern. All employees are responsible for taking precautions to assure their safety by familiarizing themselves with this plan. Faculty are responsible for initiating emergency procedures during class.

Administrators, Department Chairs, Directors, and Supervisors:
Every administrator, department chair, director, and supervisor has the following general responsibilities prior to and during any emergency:

Emergency Preparedness

- Become familiar with the Crisis Response Plan and ask any necessary clarifying questions.
- The Student Development Division will be responsible for informing students of the plan and making it available to them.
- Any college employee with supervisory duties will inform employees under their direction of the plan and make it available to them. Supervisors will also review the plan annually with employees.
- The Director of Physical Plant of designee will inform contractors of the plan and make it available to them.

Emergency Situations

- Inform all building occupants under their direction of the emergency condition. Evaluate the impact of the emergency on their activity and take appropriate action. This may include ceasing operations and initiating the appropriate emergency procedures listed in this plan. If the building or your area must be evacuated it is your responsibility to ensure that your entire staff evacuates to a pre-assigned safe area and to account for your personnel. If you are missing personnel; inform Campus Safety or the responding emergency services of the employee's name and last known location.

Campus Emergency Staff

Core Emergency Response Team (Core ERT) - This core group of individuals shall respond to all major emergencies and disasters unless otherwise notified by the President or designee. The Core Emergency Response Team will determine which members are needed to respond to the incident. A de-briefing will be conducted within 7 days after each incident, and an After Action Report will be generated. All members of the team will be required to participate in incident response training. The following College staff members shall serve on this team:

Core Emergency Response Team Composition:

- President
- Provost, Dean of the College
- Vice President for Finance and Administrative Services
- Vice President for Enrollment Management
- Vice President for Advancement

- Vice President for Human and Organizational Development
- Dean of Students
- Dean of Spiritual Life
- Director of Campus Safety
- Director of Physical Plant
- Director of Communication and Media Relations

***Emergency Response Team (ERT)* -** The members of this team that are activated will be dependent on the scope and size of the incident. The team may be activated in part or as a whole by the Core ERT as needed. As a group, their function will be to analyze and determine the impact of the incident, make appropriate emergency notifications, prioritize emergency actions, arrange resources and equipment, communicate information and instructions, monitor/re-evaluate conditions, and review the effectiveness of the response after the incident. A de-briefing will be conducted after each incident, and an After Action Report will be generated. All members of the team will be required to participate in an incident response training program. Other members may be added to this group depending on the type of incident. The following College staff members shall serve on this team:

Emergency Response Team Composition:

- Director of Human Resources
- Director of Residence Life
- Director of Counseling Services
- Director of Health and Wellness
- Public Relations Coordinator
- Webmaster
- Director Library Services
- Director of Campus Dining
- Senior Director of Technology and Support Services
- Director of Alumni
- Chemistry Lab Technician
- Senior Accountant

College Communication Plan

The role of the Director of Communication and Media Relations is to collect and convey information to the College community and the public during or immediately following a crisis or emergency situation involving the Loras College or local community.

The Director of Communication and Media Relations will maintain internal communication to the greatest extent possible in conjunction with the President and Core ERT. All communications tools available at the college will be employed as needed including the college's web site for breaking news and information as well as student print and broadcast media and our own weekly publications.

Key audiences to communicate with during any crisis on campus include (communication with these audiences is dependent upon the nature of the crisis): faculty, staff, students, families (parents/guardians), alumni, donors, retirees, Regents, the Church

officials, prospective students, prospective employees, visitors to campus, vendors, neighborhood members, and media (local, national and/or international).

The following steps should take place or be considered during the initial stages of a crisis:

- A message alerting current Loras community members of the situation from either the President or the College spokesperson – this communication should be brief and factual in nature.
- A message alerting the parents/guardians of current students of the situation from either the President or the College spokesperson – this communication should be brief and factual in nature and should encourage parents to stay clear of campus and/or report to a designated area.
- The Initial Press Release alerting the media of the situation:
    - A message posted on the front page of the Loras College website from the President or College spokesperson – this communication should be brief and factual in nature.
    - Follow up messages, releases, phone calls, letters, website information should occur in appropriate intervals as new information is available.
    - A crisis completion message (including the website) alerting all key audiences that the crisis has concluded from either the President or the College spokesperson.

Emergency Response Test Plan

As required by law, Loras College has procedures in place to test the emergency response and evacuation procedures on at least an annual basis, including publicizing its procedures in conjunction with at least one test per calendar year. The College will document a description of the exercise, as well as the date and time of the exercise, and whether the exercise was announced or unannounced in the annual Disclosure of Campus Safety and Security and Campus Crime Statistics and Annual Fire Safety Report. The 2011 test of emergency response procedures was an unannounced drill on October 4, 2011, at 9:35 a.m. During the 2011-12 academic year, an additional test occurred on May 1, 2012, at 9:30 a.m.

J. LORAS COLLEGE GEOGRAPHICAL REPORTING AREA

Loras College reports statistics from all property owned by Loras College. This would include all of the College-owned houses and the Visitation Complex. We also report required statistical information that occurs on streets and sidewalks that are directly abutting Loras College property. Also included in our statistics would be the sidewalk on the east side of Alta Vista Street between Loras Boulevard and University Avenue due to the location of the Visitation Complex. For purposes of the Clery Act, we define the campus to include the following properties:

Building Address

Academic Resource Center	655 Loras Boulevard
Alumni Campus Center	855 Loras Boulevard
Athletic and Wellness Center	1600 Cox Street
Beckman Hall	1501 Henion Street
Binz Hall	1525 Henion Street
Byrne Oaks	850 Kirkwood Street
Christ the King Chapel	1500 Alta Vista Street
Athletic and Wellness Center	1600 Cox Street
Faber-Clark Field	701 Loras Boulevard
Fieldhouse	1550 Alta Vista Street
Graber Sports Center	1815 Cox Street
Heitkamp Planetarium	1680 Alta Vista Street
Hennessy Hall	1600 Alta Vista Street
Hoffmann Hall	675 Loras Boulevard
Keane Hall	1450 Alta Vista Street
Maintenance Building	1450 Cox Street
Lynch Apartments-East	1560 Henion Street
"LMAC" Apartments Tower	1570 Henion Street
McCarthy Apartments-West	1580 Henion Street
Observatory	740 W. 17th Street
Power Building	755 Loras Boulevard
Rock Bowl Stadium	1690 Alta Vista Street
Rohlman Hall	1700 Alta Vista Street
San Jose Swimming Pool	1901 Cox Street
Smyth Hall	1640 Alta Vista Street
St. Joseph Hall of Science	1730 Alta Vista Street
Tennis Courts	750 W. 17th Street
The Visitation	900 Alta Vista Street
Wahlert Education Building	1660 Alta Vista Street

College-owned House Addresses

1870 Alta Vista Street
1880 Alta Vista Street
706 Angella Street
726 Angella Street
770 Angella Street
655 W. 17th Street
660 W 17th Street
705 W. 17th Street
725 W. 17th Street
1381 Belmont Street
1395 Belmont Street
1816 Cox Street
1920 Cox Street
830 Kirkwood Street
840 Kirkwood Street

999 Kirkwood Street
776 Loras Boulevard
810 Loras Boulevard
820 Loras Boulevard
830 Loras Boulevard
840 Loras Boulevard
860 Loras Boulevard
870 Loras Boulevard
880 Loras Boulevard
548 May Place

DEFINITIONS

(a) Crime Definitions. The following are definitions of occurrences that must be reported to Campus Safety and police:

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 or personal property of another

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 by force or threat of force or violence and/or 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 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 attempt to commit any of the aforementioned. To classify an incident as a burglary, the following three conditions must be met:

- There must be evidence of unlawful entry (trespass). Both forcible and unlawful entry – no force – are counted.
- The unlawful entry must occur within a structure, which is defined as having four walls, a roof, and a door. (This means you cannot have burglary from a vehicle).
- The unlawful entry into a structure must show evidence that the entry was made in order to commit a felony or theft. If the intent was not to commit

a felony or theft, or if the intent cannot be determined, the proper classification is Larceny.

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle

(b) 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

Forcible Rape: The carnal knowledge of a person, forcibly and/or against that person's will; or not 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

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

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 that person's will where the victim is incapable of consent because of his/her youth or because of his/her temporary or permanent incapacity

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 that person's will where the victim is incapable of consent because of his/her youth or because of his/her temporary or permanent incapacity

(c) Sex Offenses, Non-forcible: Unlawful, non-forcible sexual intercourse

Incest: Non-forcible sexual intercourse between persons who are related to each other within degrees wherein marriage is prohibited by law

Statutory Rape: Non-forcible sexual intercourse with a person who is under the statutory age of consent

The Clery Act also requires disclosure of whether any of the above mentioned offenses, or any other crimes involving bodily injury, or incidents of larceny-theft, simple assault, intimidation, or destruction/damage/vandalism to property were hate crimes. A hate crime, for the purpose of this report, includes any Clery reportable or specified crime that manifests evidence that the victim was intentionally selected because of the perpetrator's bias. The categories of bias (based on the *FBI's Uniform Crime Reporting Hate Crime Data Collection Guidelines*) include:

- Race
- Gender
- Religion
- Sexual Orientation
- Ethnicity/National Origin
- Disability

CRIME STATISTICS

2011 Criminal Offenses

	ON CAMPUS				
	Student Housing	**Other**	**On Campus (Total)**	**Non Campus**	**Public Property**
Criminal Homicide					
Murder/Non-Negligent Manslaughter	0	0	**0**	**0**	**0**
Negligent Manslaughter	0	0	**0**	**0**	**0**
Sex Offenses					
Sex Offenses: Forcible Sex Offenses	1	1	**2**	**0**	**0**
Sex Offenses: Non-Forcible Sex Offenses	0	0	**0**	**0**	**0**
Robbery	0	0	**0**	**0**	**0**
Aggravated Assault	0	0	**0**	**0**	**0**
Burglary	2	0	**2**	**0**	**0**
Motor Vehicle Theft	0	1	**1**	**0**	**0**
Arson	0	0	**0**	**0**	**0**

2010 Criminal Offenses

	ON CAMPUS				
	Student Housing	**Other**	**On Campus (Total)**	**Non Campus**	**Public Property**
Criminal Homicide					
Murder/Non-Negligent Manslaughter	0	0	**0**	**0**	**0**
Negligent Manslaughter	0	0	**0**	**0**	**0**
Sex Offenses					
Sex Offenses: Forcible Sex Offenses	0	0	**0**	**0**	**0**
Sex Offenses: Non-Forcible Sex Offenses	0	0	**0**	**0**	**0**
Robbery	0	0	**0**	**0**	**0**
Aggravated Assault	0	0	**0**	**0**	**0**
Burglary	0	5	**5**	**0**	**0**
Motor Vehicle Theft	0	0	**0**	**0**	**0**
Arson	0	0	**0**	**0**	**0**

2009 Criminal Offenses

	ON CAMPUS				
	Student Housing	**Other**	**On Campus (Total)**	**Non Campus**	**Public Property**
Criminal Homicide					
Murder/Non-Negligent Manslaughter	0	0	**0**	**0**	**0**
Negligent Manslaughter	0	0	**0**	**0**	**0**
Sex Offenses					
Sex Offenses: Forcible Sex Offenses	1	0	**1**	**0**	**0**
Sex Offenses: Non-Forcible Sex Offenses	0	0	**0**	**0**	**0**
Robbery	0	0	**0**	**0**	**0**
Aggravated Assault	0	0	**0**	**0**	**0**
Burglary	3	2	**5**	**0**	**0**
Motor Vehicle Theft	0	0	**0**	**0**	**0**
Arson	0	0	**0**	**0**	**0**

2011 Arrests and Judicial Referrals

	ON CAMPUS				
	Student Housing	**Other**	**On Campus (Total)**	**Non Campus**	**Public Property**
Arrests					
Liquor Law Violations	0	0	**0**	**0**	**0**
Drug Law Violations	3	0	**3**	**0**	**0**
Illegal Weapons Possession	0	0	**0**	**0**	**0**
Judicial Referrals					
Liquor Law Violations	162	21	**183**	**0**	**0**
Drug Law Violations	3	0	**3**	**0**	**0**
Illegal Weapons Possession	1	0	**1**	**0**	**0**

2010 Arrests and Judicial Referrals

	ON CAMPUS				
	Student Housing	**Other**	**On Campus (Total)**	**Non Campus**	**Public Property**
Arrests					
Liquor Law Violations	0	1	**1**	**0**	**0**
Drug Law Violations	3	0	**3**	**0**	**0**
Illegal Weapons Possession	0	0	**0**	**0**	**0**
Judicial Referrals					
Liquor Law Violations	207	9	**216**	**0**	**0**
Drug Law Violations	11	0	**11**	**0**	**0**
Illegal Weapons Possession	0	0	**0**	**0**	**0**

2009 Arrests and Judicial Referrals

	ON CAMPUS				
	Student Housing	**Other**	**On Campus (Total)**	**Non Campus**	**Public Property**
Arrests					
Liquor Law Violations	6	1	**7**	**0**	**0**
Drug Law Violations	6	0	**6**	**0**	**0**
Illegal Weapons Possession	0	0	**0**	**0**	**0**
Judicial Referrals					
Liquor Law Violations	188	26	**214**	**0**	**0**
Drug Law Violations	2	0	**2**	**0**	**0**
Illegal Weapons Possession	0	0	**0**	**0**	**0**

2011 Clery Bias Crime Statistics

On Campus	Category of Bias					
	Race	**Gender**	**Religion**	**Sexuality**	**Ethnicity**	**Disability**
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offenses: Forcible Sex Offenses	0	0	0	0	0	0
Sex Offenses: Non-Forcible Sex Offenses	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Any other crime involving bodily injury	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0
Destruction/Damage/Vandalism of property other than arson	0	0	0	0	0	0
Totals	**0**	**0**	**0**	**0**	**0**	**0**

2010 Clery Bias Crime Statistics

On Campus	Category of Bias					
	Race	**Gender**	**Religion**	**Sexuality**	**Ethnicity**	**Disability**
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offenses: Forcible Sex Offenses	0	0	0	0	0	0
Sex Offenses: Non-Forcible Sex Offenses	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Any other crime involving bodily injury	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0
Destruction/Damage/Vandalism of property other than arson	0	0	0	0	0	0
Totals	**0**	**0**	**0**	**0**	**0**	**0**

2009 Clery Bias Crime Statistics

On Campus	Category of Bias					
	Race	**Gender**	**Religion**	**Sexuality**	**Ethnicity**	**Disability**
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offenses: Forcible Sex Offenses	0	0	0	0	0	0
Sex Offenses: Non-Forcible Sex Offenses	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Any other crime involving bodily injury	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0
Destruction/Damage/Vandalism of property other than arson	0	0	0	0	0	0
Totals	**0**	**0**	**0**	**0**	**0**	**0**

2011 Clery Bias Crime Statistics

Non Campus	Category of Bias					
	Race	**Gender**	**Religion**	**Sexuality**	**Ethnicity**	**Disability**
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offenses: Forcible Sex Offenses	0	0	0	0	0	0
Sex Offenses: Non-Forcible Sex Offenses	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Any other crime involving bodily injury	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0
Destruction/Damage/Vandalism of property other than arson	0	0	0	0	0	0
Totals	**0**	**0**	**0**	**0**	**0**	**0**

2010 Clery Bias Crime Statistics

Non Campus	Category of Bias					
	Race	**Gender**	**Religion**	**Sexuality**	**Ethnicity**	**Disability**
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offenses: Forcible Sex Offenses	0	0	0	0	0	0
Sex Offenses: Non-Forcible Sex Offenses	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Any other crime involving bodily injury	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0
Destruction/Damage/Vandalism of property other than arson	0	0	0	0	0	0
Totals	**0**	**0**	**0**	**0**	**0**	**0**

2009 Clery Bias Crime Statistics

Non Campus	Category of Bias					
	Race	**Gender**	**Religion**	**Sexuality**	**Ethnicity**	**Disability**
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offenses: Forcible Sex Offenses	0	0	0	0	0	0
Sex Offenses: Non-Forcible Sex Offenses	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Any other crime involving bodily injury	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0
Destruction/Damage/Vandalism of property other than arson	0	0	0	0	0	0
Totals	**0**	**0**	**0**	**0**	**0**	**0**

2011 Clery Bias Crime Statistics

Public Property	Category of Bias					
	Race	**Gender**	**Religion**	**Sexuality**	**Ethnicity**	**Disability**
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offenses: Forcible Sex Offenses	0	0	0	0	0	0
Sex Offenses: Non-Forcible Sex Offenses	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Any other crime involving bodily injury	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0
Destruction/Damage/Vandalism of property other than arson	0	0	0	0	0	0
Totals	**0**	**0**	**0**	**0**	**0**	**0**

2010 Clery Bias Crime Statistics

Public Property	Category of Bias					
	Race	**Gender**	**Religion**	**Sexuality**	**Ethnicity**	**Disability**
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offenses: Forcible Sex Offenses	0	0	0	0	0	0
Sex Offenses: Non-Forcible Sex Offenses	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Any other crime involving bodily injury	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0
Destruction/Damage/Vandalism of property other than arson	0	0	0	0	0	0
Totals	**0**	**0**	**0**	**0**	**0**	**0**

2009 Clery Bias Crime Statistics

Public Property	Category of Bias					
	Race	**Gender**	**Religion**	**Sexuality**	**Ethnicity**	**Disability**
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offenses: Forcible Sex Offenses	0	0	0	0	0	0
Sex Offenses: Non-Forcible Sex Offenses	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Any other crime involving bodily injury	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0
Destruction/Damage/Vandalism of property other than arson	0	0	0	0	0	0
Totals	**0**	**0**	**0**	**0**	**0**	**0**

ANNUAL FIRE SAFETY REPORT

This Annual Fire Safety Report is being distributed in accordance with the Higher Education Opportunity Act (HEOA) section 668.41(e). Compliance dictates that fire incidents and drills that have occurred **in campus housing** for the past three calendar years be disseminated each year.

- There was one (1) fire with no injuries that occurred in Residence housing from January 1, 2011, through December 31, 2011.
- There was one (1) fire with no injuries that occurred in Residence housing from January 1, 2010, through December 31, 2010.
- There was one (1) fire with no injuries that occurred in Residence housing from January 1, 2009 through Dec. 31, 2009.

Summary of Fires in College Owned Housing

	2009			2010			2011		
Student Housing Facility	**Fires**	**Injuries**	**Deaths**	**Fires**	**Injuries**	**Deaths**	**Fires**	**Injuries**	**Deaths**
1381 BELMONT	0	0	0	0	0	0	0	0	0
1395 BELMONT	0	0	0	0	0	0	0	0	0
1870 ALTA VISTA	0	0	0	0	0	0	0	0	0
1880 ATLA VISTA	0	0	0	0	0	0	0	0	0
1816 COX	0	0	0	0	0	0	0	0	0
548 MAY PLACE	0	0	0	0	0	0	0	0	0
655 WEST 17th	0	0	0	0	0	0	0	0	0
705 WEST 17th	0	0	0	0	0	0	0	0	0
706 ANGELLA	0	0	0	0	0	0	0	0	0
725 WEST 17th	0	0	0	0	0	0	0	0	0
726 ANGELLA	0	0	0	0	0	0	0	0	0
770 ANGELLA	0	0	0	0	0	0	0	0	0
776 LORAS	0	0	0	0	0	0	0	0	0
810 LORAS	0	0	0	0	0	0	0	0	0
820 LORAS	0	0	0	0	0	0	0	0	0
830 KIRKWOOD	0	0	0	0	0	0	0	0	0
840 KIRKWOOD	0	0	0	0	0	0	0	0	0
840 LORAS	0	0	0	0	0	0	0	0	0
860 LORAS	0	0	0	0	0	0	0	0	0
870 LORAS	0	0	0	0	0	0	0	0	0
880 LORAS	0	0	0	0	0	0	0	0	0
BECKMAN HALL	0	0	0	0	0	0	0	0	0
BINZ HALL	1	0	0	0	0	0	0	0	0
BYRNE OAKS	0	0	0	1	0	0	1	0	0
LYNCH MCCARTHY APARTMENTS	0	0	0	0	0	0	0	0	0
ROHLMAN HALL	0	0	0	0	0	0	0	0	0
SMYTH HALL	0	0	0	0	0	0	0	0	0
VISITATION COMPLEX	0	0	0	0	0	0	0	0	0
Total	**1**	**0**	**0**	**1**	**0**	**0**	**1**	**0**	**0**

*The reporting of fires in college owned housing is required beginning with the 2009 Fire Safety Report. Reporting was not required for fires prior to 2009.

Fire Safety Policies

These procedures should be observed for Loras students own safety and protection in the event of a fire or fire drill. Students should be certain all roommates and guests know what to do if such an occasion arises. The evacuation routes posted on each floor should always be used during fire drills and, if possible, in the event of an actual emergency. If the normal evacuation route is not passable during an actual fire, students should use the best exit available. When the fire alarm sounds, students must exit the building.

Should time permit, students may:

- Check to see if door and door knob are hot before opening the door. If they are hot, do not open door.
- If students cannot exit their room, they should go to the window and await help from the fire department.
- Leave the lights on.
- Close the windows and lift the shades.
- Close the door, but leave it unlocked.

Exit Plan

When exiting the building, students should:

- Walk—not run.
- Watch out for other students in the hallways and on the stairways.
- Avoid causing a jam whereby inflicting injury to other students.

DO NOT TRY TO LOCATE OR FIGHT THE FIRE WHEN THE ALARM SOUNDS!

If students are not near their assigned exit they should leave through the nearest safe exit and walk to their designated area (the place assigned outside their building) and report for their section roll call. It is the student's responsibility to see that his/her presence is recorded. Students should remain at their assigned evacuation meeting area until which time they are given further instructions.

Assigned locations for evacuation are as follows:

Academic Resource Center	Keane Hall Lot
Christ the King Chapel	Keane Hall Lot
Field House	Keane Hall Lot
Hennessy Hall	Keane Hall Lot
Keane Hall	Keane Hall Lot
Planetarium	Keane Hall Lot
Science Hall	Keane Hall Lot
Wahlert Hall	Keane Hall Lot
Campus Houses	Safe distance from house
Visitation Complex	Nativity Parking Lot
Byrne Oaks	San Jose Lot
Rohlman Hall	San Jose Lot
Alumni Campus Center	Faber Clarke Field

Beckman Hall	Faber Clarke Field
Hoffmann Hall	Faber Clarke Field
Physical Plant	Faber Clarke Field
Binz Hall	Faber Clarke Field or lowest Henion Lot
Lynch-McCarthy Apartments	Faber Clarke Field or lowest Henion Lot
Graber Center	W 17th Street Lot
San Jose Pool	W 17th Street Lot
Smyth Hall	W 17th Street Lot

In the event of an actual fire, campus community members should contact emergency services by calling 911 from an available phone. Additionally, fires should be reported to Campus Safety via phone at 563.588.7100 (or 0 from any campus phone) or in person at the Information Desk, 4th Floor, Alumni Campus Center.

PHYSICAL ENVIRONMENT

At Loras College, all aspects of the physical environment are regularly assessed for safety. Such activity includes monthly inspections of all fire alarm systems, fire extinguishers, door alarming systems and daily inspections of lighting of the campus. Loras College has developed specific policies and procedures for disaster recovery and displacement of residence along with an extensively developed evacuation plan.

Residence halls are equipped with fire alarming systems. These alarms both signal into the Information Center (staffed 24 hours) and provide an audible alarm in the affected residence hall. All residence halls are equipped with automatic sprinkler systems. College owned houses (structures designed as single family dwellings) are equipped with smoke detectors as required by local/state code, and are regularly inspected by the city of Dubuque and/or local fire department staff. Fire extinguishers are also provided in each residence hall and college owned house.

Academic buildings are also equipped with fire alarming systems. These alarms both signal into the Information Center (staffed 24 hours) and provide an audible alarm in the affected building. Fire Extinguishers are also provided in each academic building.

Loras College also has an “enhanced 911 system” operating on campus. A call to 911 automatically alerts the Department of Campus Safety that a call has been made, allowing for a quick response by not only the police and fire department, but also the Department of Campus Safety.

Fire Drills

Fire drills are conducted annually in academic buildings, and twice per semester in college housing. During 2011, fire drills were held during the months of January, March, May, July, September, and November. The fire alarm system is tested annually by Blackhawk Sprinkler. Campus fire equipment is inspected annually by Dubuque Fire Equipment as well as reviewed monthly by Campus Safety.

Fire Safety Education and Programming

During September of each year, Campus Safety will provide information on fire safety and education for the campus community in conjunction with Campus Fire Safety Awareness Month. Additionally, fire drills will be held in college housing during September, November, January, March, May, and July to remind the campus community of the importance of practicing safe fire evacuation guidelines. Programming that supports personal fire safety will be provided on an ongoing basis throughout the year. Each August, Resident Advisors in college housing will be trained on emergency response during a fire situation, safe use of fire extinguishers, use of the fire sprinkler system, and preventative fire safety measures for residence hall living.

Room Care and Decoration

All room furnishings and decorations must meet the requirements of the state, local and College fire and safety standards and regulations.

- Students will be responsible for any damage that is determined by the Area Coordinator to be over and above normal use and wear.
- Cooking is not permitted in student rooms, due to fire and health ordinances. Kitchens are located in each residence hall/living option. Electrical appliances such as coffee makers, corn poppers and small microwave ovens are permitted in individual rooms. The College reserves the right to remove unauthorized or dangerous appliances.
- Heating and cooking appliances such as toasters, frying pans, sandwich grills, hot plates, indoor cooking grills, waffle irons, pizza ovens and space heaters are prohibited because of the electrical load limitation and fire safety.
- With few exemptions, any appliance, which is greater than 1,000 watts, is not permitted. Only refrigerators up to 5.0 cubic feet are permitted.
- No cloth or other flammable materials are permitted to hang in doorways in such a manner as to block the ingress to or egress from the room. Room decorations and wall hangings, such as hammocks, sheets, flags, fish netting, parachutes, and macramé items, etc. are not to be draped or hung from the ceiling at any time.
- Live Christmas trees, greens/garland, and wreaths will not be permitted in College housing.

Loras College Tobacco Policy

Loras College has a responsibility to its students and employees to provide a safe and healthful environment. Research findings show that tobacco use in general, including smoking and breathing secondhand smoke, constitutes a significant health hazard. In addition to causing direct health hazards, smoking contributes to institutional costs in other ways, including fire damage, cleaning and maintenance, costs, costs associated with employee absenteeism, health care, and medical insurance.

The health hazards associated with tobacco use are well established. The policy is established to:

1. Reflect and emphasize the hazards of tobacco use;
2. Provide a healthy environment for our students, faculty, staff, and visitors; and

3. Model respect for human dignity, personal wellness, and stewardship for the environment.

Loras College is a tobacco free campus. The use of tobacco products in college-owned buildings, on college property, or within college-owned vehicles is prohibited. This policy applies to students, employees, and visitors to our campus.

For the purpose of this policy, smoking is defined as burning any type of tobacco or drug product, including but not limited to cigarettes (commercial or home-made), cigars, cigarillos, pipes, and hookahs. Smokeless tobacco products are also prohibited.

Organizers and attendees at events such as conferences, meetings, lectures, social and sporting events, using Loras College facilities will be required to abide by the College's tobacco policy. Organizers of such events are responsible for communicating and enforcing this policy.

The sale of tobacco products on campus is prohibited. The free distribution of tobacco products on campus is also prohibited.

Campus organizations are prohibited from accepting money or profits from tobacco companies.

Tobacco advertisements are prohibited in college-run publications.

Enforcement

Effective implementation of this Tobacco policy depends on the courtesy, respect, and cooperation of all members of the Loras Community.

Complaints or disputes should be brought to the attention of the College personnel who has immediate responsibility for workplace (supervisor), event, or residence. If satisfactory resolution is not reached, the Dean of Students should be consulted.

Compliance with the tobacco policy is appreciated and expected. Students found in use of tobacco products while on campus will be referred to and deliberated through the College's non-academic conduct process.

Employees found in use of tobacco products on campus will be referred to their immediate supervisor. Guests found in use of tobacco products will be asked to refrain from use while on our campus.