



## 2022 Clery Crime Statistics and Annual Fire Safety Report

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. 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 law enforcement agencies.

### DISCLOSURE OF CRIME STATISTICS

This report is prepared in compliance with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Act, as modified by the Violence Against Women Act (VAWA). These acts require colleges and universities to:

- Publish an annual report containing three years of crime statistics and campus policy statements
- Disclose crime statistics for the campus, public areas, near campus, and certain non-campus facilities
- Provide campus alerts related to certain crimes that occur on or near campus and pose a potential threat to students, employees, and visitors
- Disclose in a public campus crime log any reported crime occurring on campus

A copy of this report can be provided upon request via email at [LorasCollege.Security@loras.edu](mailto:LorasCollege.Security@loras.edu); in person at the Campus Safety Office, Suite 540 Alumni Campus Center; or by calling Campus Safety at 563.588.7114.

### CAMPUS SAFETY

The Department of Campus Safety is located in suite 540, on the fifth floor of the Alumni Campus Center, and at the 24-hour Information Desk, located on the fourth floor of the Alumni Campus Center. On campus, the department can be reached by phone at extension 7114 or by dialing 0. Off campus, the department can be reached by phone by calling 563.588.7114 or 563.588.7100. Individuals can file reports with the department online at:

[https://loras-advocate.symplicity.com/public\\_report](https://loras-advocate.symplicity.com/public_report)

The department consists of 14 full-time, 3 part-time, and 4 call-in employees, and is staffed 24 hours per day, 365 days each year. Security officer training, on both an annual and on-going basis, occurs with regard to emergency medical situations (CPR,

AED, opioid overdose procedures and 1<sup>st</sup> Aid), fire prevention, evacuation plans, disaster recovery plans, crowd management, asset protection, risk management, student issues, mandatory reporting of child abuse and other student and employee safety matters.

The Department of Campus Safety provides several security programs including an on-campus escort service, lost and found services, and in partnership with the Student Development Division, provides student education on fire safety, personal safety, alcohol and drug education, sexual assault awareness, and other relevant safety topics.

### EDUCATIONAL PROGRAMMING

The department also assists in providing educational programming opportunities relative to campus safety. 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. The prevention programs offered include but are not limited to sexual assault awareness speakers and workshops, alcohol awareness and responsible decision-making courses and events, poster campaigns, self-defense training, partnership with Take Back the Night, speakers on various safety topics, and more. Employees also receive responsible employee training materials as well as campus security authority (CSA) training via video and email.

### AUTHORITY OF CAMPUS SAFETY STAFF AND STATEMENT OF UNDERSTANDING

The Loras College campus falls into the jurisdiction of the Dubuque Police Department, the Dubuque County Sheriff's Department, and the Iowa Department of Public Safety. Loras College Campus Safety maintains a 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.

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, contract police officers with full arrest authority to assist in activities and functions of the College.

## REPORTING INCIDENTS

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. Campus Safety will assist anyone in filing a report both on campus and with local law enforcement agencies.

In the event that you receive criminal or emergency information, you are encouraged to contact local authorities via 911 (or the non-emergency dispatch number 563.589.4414) as well as the Department of Campus Safety by dialing 7114 or 0 from on campus, or 563.588.7100 from off campus. Campus community members may also file a named or anonymous report by visiting:

[https://loras-advocate.symplicity.com/public\\_report](https://loras-advocate.symplicity.com/public_report)

Loras College does have individuals who are considered Campus Security Authorities under the Jeanne Clery Act. A Campus Security Authority (CSA) has significant responsibility for student and campus activities. For the purposes of clarification, CSAs often include:

- Professional staff in the Dean of Students office
- Leaders in Student Development
- Staff in the Student Activities Office (handling co-curricular activities)
- Faculty Advisors to student organizations
- Resident Advisors
- Coordinator of Greek Life
- Athletic Directors and Coaches
- Security Officers
- Event Security staff

The following positions are considered NOT to be CSA positions:

- A faculty member who has no responsibility for students beyond the classroom
- Clerical or cafeteria staff
- Facilities or maintenance staff

Under the Clery Act, CSAs are required to report crimes and incidents that occur to the Department of Campus Safety. These reported numbers are then included in the annual disclosure of campus security and campus crime statistics and annual fire report, which is distributed each fall. CSAs are required to report incidents that occur on campus, in college housing, on any College affiliated property, and on streets and

sidewalks that surround campus. Crimes of the following nature must be reported:

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

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

**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 is usually accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

**Burglary:** The unlawful entry of a structure to commit a felony or theft. This includes unlawful entry with the intent to commit a larceny or felony; breaking and entering with the intent to commit larceny; housebreaking, safecracking, and all attempts to commit any of the aforementioned.

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

**Domestic Violence:** Domestic Violence is defined as a felony or misdemeanor crime of violence committed—

- By a current or former spouse or intimate partner of the victim;
- By a person with whom the victim shares a child in common;
- By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
- By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred;
- By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**Dating Violence:** violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this

definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

**Stalking:** A course of conduct directed at a specific person that would cause a reasonable person to feel fear and/or emotional distress. Examples include but are not limited to nonconsensual communication (in person, calls, messages, email, social networking, websites, gifts or any other undesired communication); following or pursuing the victim; surveillance of a victim; trespassing; vandalism; non-consensual touching; direct physical and/or verbal threats against the victim and/or his or her family; gathering of information about a person that causes discomfort; and/or manipulative or controlling behavior.

**Sex Offenses:** Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

**Rape:** Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration of a sex organ of another person without their consent. This offense includes both males and females.

**Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or temporary or permanent mental incapacity.

**Incest:** Sexual intercourse between persons who are related to each other within degrees wherein marriage is prohibited by law.

**Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.

**Hate Crimes:** Any Clery reportable or specified crime that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the. Categories of bias include:

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

Liquor Law violations and arrests, drug law violations and arrests, and weapons violations and arrests are also recorded under the Clery Act.

Additionally, CSAs must report incidents of larceny/theft (the unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another), simple assault (an unlawful physical attack by one person on another where neither the offender displays a weapon nor the victim suffers obvious aggravated injuries), intimidation (to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct without displaying a weapon or attacking the victim), or destruction, damage, or vandalism if such incidents are affiliated with a hate or bias crime.

### CONFIDENTIAL REPORTING

Should you be the victim of a crime which you do not choose to report, confidential assistance is available. The Loras College Counseling Center, the Loras College Health Center, and ordained clergy 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 the annual statistics report. Only information relating to the nature of the crime and its location would be provided to Campus Safety. **The identity of the victim and witnesses remain confidential when reporting to these areas.**

### GEOGRAPHICAL REPORTING AREA UNDER THE CLERY ACT

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

Academic Resource Center	655 Loras Boulevard
Alumni Campus Center	855 Loras Boulevard
Athletic 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

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 West 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 West 17th Street
The Visitation <i>(sold April 28, 2023)</i>	900 Alta Vista Street
Wahlert Education Building	1660 Alta Vista Street
Welcome Center	1400 Loras Parkway

College-owned house addresses:

- 1870 Alta Vista Street
- 1880 Alta Vista Street
- 1920 Alta Vista Street
- 706 Angella Street
- 726 Angella Street
- 760 Angella Street
- 770 Angella Street
- 655 West 17th Street
- 660 West 17th Street
- 705 West 17th Street
- 711 West 17th Street
- 725 West 17th Street
- 1381 Belmont Street
- 1395 Belmont Street
- 1816 Cox Street
- 1920 Cox Street
- 830 Kirkwood Street
- 908 Kirkwood Street
- 840 Kirkwood Street
- 890 Kirkwood Street
- 920 Kirkwood Street
- 930 Kirkwood Street (property purchased 4/13/21)
- 998 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

**CAMPUS EMERGENCIES**

In the event of an emergency, emergency services 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 the Finley-Unity Point Hospital (563.582.1881) and Mercy Medical Center – Dubuque (563.589.8000). A follow up call to Campus Safety at 563.588.7100 is helpful. When reporting an emergency, be sure to inform the 911 call center of the building, room, and phone number of where you are calling from.

In the event of a campus emergency or disaster, the campus emergency response team is activated and all directives and information are disseminated from the team. The college has a plan in place to cope with such situations as they develop. Campus community members can find emergency response procedures available in the red emergency response bags located in each classroom and residential facility and/or on the “In an Emergency” guides posted throughout campus facilities or at:

<https://lorasedu.sharepoint.com/StudentDevelopment/Safety/Documents/EMERGENCY%20RESPONSE%20GUIDE%20PDF.pdf>.

All employees must follow the appropriate emergency procedures found in the crisis plan and/or “In an Emergency” guide. 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 sessions.

**PROCEDURES FOR EVACUATION**

An emergency situation on campus may require an emergency evacuation of specific areas due to a hazardous situation. The purpose of an evacuation is to remove building occupants from harm and increase safety. In the event of a fire alarm or LORAS ALERT indicating evacuation is necessary, all building occupants must leave the building to protect their own safety. Campus Safety and Residence Life staff may remain in facilities to perform emergency duties as directed.

During an evacuation, all individuals should exit the building via the nearest unobstructed exit. Individuals should not use elevators during an evacuation. Once outside, individuals should move a safe distance away from the facility, allowing

others to continue to exit. Streets and driveways should be kept clear for emergency vehicles.

### **PROCEDURES FOR SHELTERING IN PLACE**

A campus emergency may require the College to implement an emergency procedure known as “sheltering in place” or “lockdown.” This procedure is often used in life-threatening situations.

When required to shelter in place, campus community members should move into the nearest classroom, office, or residence hall room as quickly as possible. Individuals should close and lock the door, and if the door cannot be locked in an intruder or active shooter situation, use what means necessary to obstruct access to the room are including: moving furniture in front of doors or windows, tying doors closed, or other such measures. Individuals should attempt to make the room appear unoccupied by turning off lights and muting cell phones and/or other devices. Individuals should continue to shelter in place until directed by Campus Safety, Law Enforcement, or the LORAS ALERT system that it is safe to return to regularly scheduled college business.

### **EMERGENCY NOTIFICATION SYSTEM**

All campus community members are strongly encouraged to subscribe to the LORAS ALERT system, the college’s notification system that provides voice, email, and text messaging to campus community members and their emergency contacts during an emergency. Individuals can subscribe to LORAS ALERT by visiting:

<https://lorasedu.sharepoint.com/SitePages/Home.aspx>

And then selecting IQ MAIN PAGE under Loras Links on the gold navigation bar, logging into IQ, and selecting EMERGENCY NOTIFICATION in the left-hand column. The college also has a siren/PA outdoor alert system to provide rapid communication to the campus community.

### **STATEMENT ON TIMELY WARNING**

In the event that a crisis arises either on or off campus that, in the judgment of the Dean of Students, Director or Assistant Director of Campus Safety, and/or his or her designee, constitutes an ongoing or continuing threat, a campus wide security alert will be issued. The warning may be issued through the college’s emergency alert system, posted on <https://lorasedu.sharepoint.com/SitePages/Home.aspx>, and/or posted on the entrances and exits of campus facilities. In some instances, the outdoor siren/PA system will be utilized.

Anyone with information warranting a timely warning via a “Security Alert” to the campus should report the circumstances to Campus Safety by phone at 563.588.7114 or 563.588.7100, by email at [LorasCollege.Security@loras.edu](mailto:LorasCollege.Security@loras.edu), in person at the office located at 540 Alumni Campus Center, or at the Information Desk, open 24 hours per day, located on the fourth floor of the Alumni Campus Center.

### **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 documents a description of the exercise and information about whether or not the exercise was announced or unannounced in the annual statistics disclosure. The 2022 test of the emergency response procedures was held during an unannounced drill on October 4, 2022. The Crisis Response Group met on May 13, 2022 (completed a tabletop drill) and September 6, 2022. The crisis response plan is reviewed annually.

### **PROCEDURES FOR MISSING PERSONS**

Campus community members should report missing persons to Loras College Campus Safety, accessible at 563.588.7114 or 563.588.7100, in person at 540 Alumni Campus Center or at the Information Desk, fourth floor, Alumni Campus Center, or at the online public report link:

[https://loras-advocate.symplicity.com/public\\_report](https://loras-advocate.symplicity.com/public_report)

Missing persons may also be reported to the Dean of Students Office, 540 Alumni Campus Center, 563.588.7060. Please note that all missing persons reports are immediately referred to Campus Safety and/or local law enforcement.

Each student living in college housing has the option to register a confidential contact person to be notified in the case that a student is determined to be missing. Only approved campus officials and law enforcement officers furthering an investigation have access to this information. Campus community members are encouraged to register a confidential contact person by contacting the Dean of Students Office, 563.588.7060.

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

- Notify the identified confidential emergency contact
- 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.

### **DAILY CRIME LOG**

Campus Safety maintains a daily campus crime log that captures the date, time, general location, and nature of reported incidents. This log includes crimes that happen on campus, in non-campus property, and on public property within the campus or areas immediately adjacent to campus. The disposition of the complaint is also included if known at the time of publication. The campus crime log is available for review during regular business hours in the Campus Safety Office, 540 Alumni Campus Center. Logs older than 60 days are available within 2 business days by request.

### **OFF CAMPUS EFFORTS**

While Loras College is not responsible for off campus security, Loras College Campus Safety works closely with local law enforcement. When information from law enforcement agencies is shared with the College, the College will address off student behavior issues through the college's conduct process.

### **SECURITY OF CAMPUS FACILITIES**

Loras College is a private institution of higher education. At certain hours of the night, only authorized personnel are allowed in many areas of the college. Most buildings open to the public are closed and locked after regular business hours.

Loras College uses a computerized fob access system in each of the residence halls. In an attempt to eliminate exterior doors from being propped open, electromagnetic locks are installed on all 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 a designated entrance with a fob reader. The electromagnetic locking system is operated in conjunction with the fire alarm system, so when an alarm is sounded, all of the locks in that particular building release allowing doors to be used as emergency exits. All lost fobs should be reported 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 residence life staff member is on duty 24 hours per day. Depending on the rules of the specific 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/or arrest by local authorities.

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.

Campus Safety monitors campus accesses 24 hours per day, 7 days per week. The frequency and intensity of monitoring increases during evening hours. Campus pathways are lighted throughout the night. Campus lighting is inspected daily. Maintenance crew members routinely replace lights, trim shrubbery, and remove snow, ice and debris from pathways and parking lots.

### **SEXUAL MISCONDUCT POLICY AND GRIEVANCE PROCEDURES (From the Loras College Student Handbook)**

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 sexual misconduct occurs on or off College premises if there is any connection with a person's participation in a College-sponsored organization, program or activity, or if the conduct poses a risk of harm to any member of the campus community.

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 the behavior constitutes sex discrimination. Harassing conduct may be disciplined even if the complaining person is not the intended target of the conduct.

### **STATEMENT OF CONSENT**

The College believes that consent is essential in matters involving sexual activity. Affirmative consent is a knowing, voluntary, and mutual decision among all participants to engage in sexual activity. Consent is informed through mutually understandable words or actions that create clear permission regarding willingness to participate in a mutually agreed upon sexual activity and is assessed objectively based on the totality of circumstances from the standpoint of a reasonable person. Silence or lack of resistance does not demonstrate consent. Consent to some sexual contact (such as kissing or fondling) cannot be presumed to be consent for other sexual activity (such as intercourse). A current or previous intimate relationship is not sufficient to constitute

consent. The definition of consent does not vary based upon an individual's sex, sexual orientation, gender identity, or gender expression. Talking with a partner about sexual activity may seem awkward, but such conversations serve as the basis for sexual experiences in the context of mutual willingness and respect.

Consensual sexual activity recognizes sober, verbal communication, free of threats or other coercion. At any time during consensual sexual activity, a person may withdraw consent and/or refuse to continue further with any sexual activity. From the point of withdrawal of consent or refusal, any previous consent is rendered invalid and sexual activity must stop. College policy recognizes that someone who is under the influence of drugs and/or alcohol is unable to give consent.

## TYPES OF SEXUAL MISCONDUCT

Examples of sexual misconduct may 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

**Nonverbal:** Posting of sexually suggestive or derogatory pictures, cartoons or drawings; making suggestive or insulting noises, leering, or whistling; making obscene gestures; corruption of a minor; importuning; voyeurism or public indecency

**Physical:** Touching, pinching, squeezing, patting or brushing against the body; impeding or blocking normal work or movement; coercing sexual intercourse or assault, rape or sexual battery; sodomy or assault with an object; corruption of a minor; importuning; public indecency; felonious penetration including oral penetration, penetration with a body part, or penetration an object not matter how slight; or prostitution

**Sexual Abuse/Sexual Assault/Rape:** Any sexual act between any persons is sexual abuse by either party when the act is performed with the other participant in any of the following circumstances:

- The act is done by force or against the will of the other, including but not limited to rape or attempted rape.
- If the consent or acquaintance of the other is procured by threats of violence toward any person

- If the act is done while the other is under the influence of a drug-induced sleep or is otherwise in a state of unconsciousness
- When the victim is incapable of giving consent because he or she suffers from a mental defect or incapacity
- When the victim lacks the mental capacity to know the right and wrong of conduct in sexual matters
- When the other person is a child

Please note that this includes non-consensual sexual intercourse (rape), non-consensual sexual contact (sexual assault) and sexual exploitation. The college defines rape as the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration of a sex organ of another person without their consent. This includes the touching of an unwilling person's intimate parts (defined as genital, groin, breast, buttocks, or the clothing covering these areas or forcing an unwilling person to touch another's intimate parts.

**Sexual Exploitation:** Sexual exploitation is taking sexual advantage of another person without consent for one's own advantage or benefit or for the advantage or benefit of anyone other than the person being exploited or engaging in sexual intimidation.

Examples of sexual exploitation may include but are not limited to the following:

- Causing or attempting to cause the incapacitation of another person in order to gain a sexual advantage over such other person
- Causing the prostitution of another person
- Electronically recording, photographing or transmitting identifiable utterances, sounds, or images of private sexual activity and/or the intimate body parts (including genitalia, groin, breast, or buttocks)
- Allowing third parties to observe private sexual acts of a participant without the participant's consent
- Voyeurism (spying on others who are in intimate or sexual situations)
- Threatening to sexually assault another person
- Stalking, including cyber-stalking
- Engaging in indecent exposure

**Sexual Harassment:** Sexual Harassment includes, but is not limited to unwelcome sexual advances; requests for sexual favors; sexually motivated physical contact or other verbal, non-verbal or physical conduct or communication of a sexual nature when:

- Submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining employment or education; or
- Submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's employment or education; or
- 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 educational environment.

**Dating Violence:** Dating Violence is defined as the intentional use of physical, sexual, verbal, or emotional abuse by a person to threaten, harm, intimidate, or control another person in a dating relationship. Violent behavior is unacceptable in our community, and all cases involving violence will be referred to the College Hearing Board for review. The College Hearing Board hears cases where the outcome may include suspension or expulsion.

**Domestic Violence:** Domestic violence is defined as felony or misdemeanor behavior with a current or former spouse, domestic or intimate partner, someone who shares custody of a child, someone who cohabitates, or someone who is situated as a spouse. (Please note: roommates are not considered a domestic relationship unless they are involved in a relationship defined as domestic above). Violent behavior is unacceptable in our community, and all cases involving violence will be referred to the College Hearing Board for review. The College Hearing Board hears cases where the outcome may include suspension or expulsion.

**Stalking:** Loras College is determined to provide a campus atmosphere free of violence for all members of the campus community. For this reason, Loras College does not tolerate stalking, and will hold students who engage in stalking behaviors accountable through the college's judicial system and will report students who engage in stalking behaviors to the local authorities. Loras College is also committed to supporting victims of stalking through available campus counseling and health services and can assist with referrals to community-support services. This policy applies to all members of our campus community. The College defines stalking as a course of conduct directed at a specific person that would cause a reasonable person to feel fear/significant emotional distress. Stalking behaviors may include but are not limited to:

- Non-consensual communication including in-person communication, telephone calls, voice messages, text messages, email, social networking site postings, instant messages, postings of pictures or information

on websites, written letters, gifts or any other communications that are undesired and/or place another person in fear

- Following, pursuing, waiting or showing up uninvited at a workplace, place of residence, classroom or other locations frequented by a victim
- Surveillance and other types of observation, whether by physical proximity or electronic means
- Trespassing
- Vandalism
- Non-consensual touching
- Direct physical and/or verbal threats against a victim or a victim's loved ones
- Gathering of information about a victim from family, friends, co-workers and/or classmates
- Manipulative and/or controlling behaviors such as threats to harm oneself or threats to harm someone close to the victim Defamation or slander against the victim. Victims of stalking have the right to learn the outcome of their case, including any recommended sanctions.

## APPLICABLE STATE STATUTES

### State of Iowa Statutes Regarding Consent

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.

### State of Iowa Statutes Regarding Sexual Misconduct

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 the incident to Campus Safety, the Dubuque Police Department and the College’s Title IX Coordinator. It is recommended and encouraged that survivors seek confidential counseling.

### REGISTERED SEX OFFENDER INFORMATION

Loras College complies with laws that require higher education institutions to inform persons within the campus community about how to obtain information regarding registered sex offenders. Information on registered sex offenders in Dubuque, Iowa, can be found at: <http://www.iowasexoffender.com/>

### IMPORTANT INFORMATION FOR VICTIMS OF SEXUAL MISCONDUCT

A student who reports a violation of the sexual misconduct policy is entitled to:

- To be treated with respect by college officials
- To be made aware of available options.
- To choose whether or not to report your complaint to the police.
- To be free from any pressure.
- To not be prejudged or blamed for what occurred.
- To take advantage of campus support resources.
- To speak to a male or female staff member about the incident.
- To experience living in a safe and educational environment.
- To be made aware of options regarding support resources, remedial actions, timeframe to file a complaint and resolution options.
- To have an advocate present during disciplinary hearings.
- To have College officials answer questions and explain the systems and processes involved.
- To be informed on the progress of the investigation of the case, including the right to prompt, fair, and impartial discipline proceedings, the right to learn the outcome of the case, and the right to appeal that outcome.
- To have irrelevant prior sexual history disallowed during campus disciplinary proceedings.
- To be free from retaliation.

- To receive information on the College’s responsibilities regarding judicial no-contact, restraining and protective orders

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.

### RETALIATION POLICY

Retaliation against anyone reporting or thought to have reported sexual misconduct or who is a witness or otherwise is involved in a sexual misconduct proceeding is prohibited. Such retaliation is a serious violation of the policy and will be investigated as an independent act of sex discrimination. Encouraging others to retaliate also violates this policy.

### DISCIPLINARY ACTION AND SANCTIONS

The College Hearing Board will hear issues of student sexual misconduct. The composition of the board is described in the HEARING BOARD PROCESS section of this document. All board members and alternates were trained by the board chair in Title IX/Clery Act. Training material information is available at <https://www.loras.edu/campus-life/health-and-safety/title-ix-resources-and-reporting/> by scrolling to the bottom of the page, under the “Training Materials” section.

### HEARING BOARD PROCESS

In the event of an incident involving possible sanction of suspension or expulsion, the incident will be considered by the College Hearing Board. This Board is chaired by the Assistant Vice President of Student Development or his/her designee and includes appointed representatives from the Loras College community: two students, two faculty members and two staff members. These appointed individuals, approved by the Dean of Students, are the voting members of the Board. The chairperson may vote in the event of a tie. A secretary will be appointed to take minutes of the proceedings; however, recording devices are not permitted during the hearing or any preparation meeting. In some instances, at the discretion of the Dean of Students or his/her designee, a formal administrative hearing may be held due to the nature of the complaint or infraction of College policy. In instances of Title IX hearings, as indicated in Questions and Answers on Title IX Regulations on Sexual Harassment July 2021, rules of decorum may be established for hearing boards, and will be shared with participants at the time of the hearing.

Due to the extensive documentation required to prepare a case for the college hearing board, respondents who are referred to the college hearing board will be charged a \$50.00 administrative fee. This fee will be refunded in the event the respondent is found not responsible for any allegations.

### **Procedures**

The respondent will be advised of the specific charges being brought against him/her in advance of the hearing. If the Board proceedings involve a complainant other than the College, the complainant also has the right to a prehearing notification meeting. If the respondent does not appear at the established hearing time, the case shall be heard without the respondent being present.

During the hearing, the respondent will be allowed to respond to any alleged violations presented, ask questions of the complainant and/or witnesses and present a summary of the case. Please note that per the United States Office of Civil Rights in hearings related to any type of sex discrimination, the complainant and the respondent are not to personally question or directly cross-examine each other during the hearing, as allowing so may be traumatic or intimidating for the complainant, thereby possibly escalating, or perpetuating a hostile environment.

After the hearing has been completed, the Board (or administrator) will retire to closed session to determine if the respondent is responsible or not for the policy infraction. If the respondent is found responsible, the Board (or administrator) will determine an appropriate sanction and the date of its implementation. The decision of the Board will be presented in writing to the respondent as soon as possible. Under applicable Clery Law and Title IX Law, in instances involving violent crime or any type of sexual misconduct, the complainant will also be notified in writing, and simultaneously, of the outcome of the hearing in the manner described as appropriate under these laws. If the respondent is suspended or expelled, the date of implementation is the date of the Board or administrator decision, and such date is non-negotiable. The decision of the Board (or administrator) will be effective immediately unless a timely petition to review has been filed. Please note, in the event of a hearing for any type of sexual misconduct, Title IX Law requires the incident related to the sex discrimination be heard independent from any other code of conduct violation allegations.

Per Title IX regulations on sexual harassment, cases of this nature are required to provide for a live hearing with the opportunity for cross-examination to be conducted by each party's advocate of choice. In the event a party does not have an advocate to assist with cross-examination, the College will provide an advocate to assist. A live hearing may occur virtually, with parties to simultaneously see and hear the party or witness answering questions. Any party may request the entire hearing including cross-examination be held virtually, and the College must grant that request. The party does not need to provide a reason for this request.

If a party or witness does not submit to cross examination, the individual's statements cannot be relied on by the Board in determining whether the respondent engaged in the alleged harassing event (even if the individual is unable to participate in the hearing due to death or disability). Police reports, medical reports, and other documents and records may not be relied on to the extent that they contain the statements of a party or witness who has not submitted to cross examination. The Board may consider certain types of statements where the statement itself is the alleged harassment, even if the party does not submit to cross-examination. For example, a text, email, or recording sent by a party is permissible even if there is no cross examination. In these situations, the Board is evaluating whether the statement was made or sent. If a party or witness submits to cross examination but does not answer a question posed by the Board, the Board may still rely on that party's statement.

### **Hearing Board Advocates**

Both the respondent and complainants may have an advocate (faculty, staff, or peer) present at the hearing or appear without the assistance of an advocate. If the Board is held to address a Title IX violation that involves sexual misconduct, respondents and complainants may choose any individual, including legal counsel to serve in the advocate role; however, the advocate must act within the described role of the advocate as listed below. The identity of attending advocate must be submitted to the Assistant Vice President of Student Development or his/her designee 48 hours prior to the hearing.

#### **The advocate may:**

- Advise the respondent/complainant on the preparation and presentation of the case and/or;
- Accompany the respondent/complainant to the hearing(s)

### The advocate may not:

- Present the case or summary of the case for the respondent/complainant;
- Directly address the Board

### Hearing Board Witness

Both the complainant and respondents may also have witnesses available to be brought in during the hearing. The Associate Dean of Students or his/her designee needs to be notified 48 hours in advance of the identity of any witnesses asked to attend the hearing. Both complainant and respondent may bring incident witnesses. An incident witness is someone who was present when the questioned behavior occurred. Neither the complainant nor respondent may bring character witnesses to the hearing; however, both the complainant and the respondent may provide two letters of character to be submitted to the college hearing board as a part of the hearing process. Letters of character should be submitted 24 hours in advance of the hearing to the Associate Dean of Students and/or her designee.

### Review of College Hearing Board Decisions

Review of a decision of the College Hearing Board may be petitioned by a respondent who has been suspended or expelled. Under Title IX law, in the instance of any type of sexual misconduct, a petition for review may also be filed by a complainant. The written petition for review must be written and prepared by the student and filed in the Dean of Students' Office within three business days of notification of suspension or expulsion and must also include reasons for the request and the factual information to substantiate those reasons. The request for review must be based on one of the following:

- The student believes the College Hearing Board decision was flawed procedurally.
- Loras College Student Handbook policy was not applied correctly.
- New information not available at the time of the College Hearing Board meeting is now available, which could alter the outcome of the case.

The request for review will be considered by a Review Board, appointed by the Dean of Students and consisting of one faculty member, one staff member and one student. If the Review Board determines there is valid basis for review, a review hearing will be scheduled. Following the review hearing,

the Dean of Students or his/her designee shall recommend a course of action to be taken. The recommendation may include:

- Affirm the decision of the College Hearing Board.
- Remand the case to the College Hearing Board with instructions for a rehearing.
- Modify the sanction(s) imposed by the College Hearing Board.
- Reject the decision of the College Hearing Board and dismiss the complaint.
- The decision of the Dean of Students or his/her designee is final.

### Evidentiary Standards for Non-Academic Misconduct

The standard of evidence used by the College is preponderance of evidence, or a determination that it is "more likely than not" a violation has occurred. Hearsay evidence and personal testimony may be considered.

### Requests for Accommodations

In all cases of alleged non-academic misconduct, requests for accommodations should be made to the Assistant Vice-President for Student Development or his/her designee.

### DISCIPLINARY SANCTIONS

Although not intended to be all-inclusive, the following are possible sanctions that may be imposed, either singularly or in combination, upon a student for infractions of College policies. Please note that students who fail to follow through on an assigned disciplinary sanction may be referred to the college hearing board.

**Reprimand:** When a student is reprimanded, oral and written notification shall be made to the student warning that continuation or repetition of the specified conduct may be the cause for further disciplinary action. A reprimand becomes part of a student's disciplinary record in the Office of the Dean of Students but is not a part of the student's academic record.

**Restriction:** A restriction upon a student's privileges for a period of time may be imposed. This restriction may include, but is not limited to, denial of the right to represent the College in any way, the denial of the use of the facilities or

denial of the opportunity to participate in co-curricular activities.

**Reprimand with Restrictions:** A reprimand may include restrictive conditions, the terms of which shall be furnished, in writing, to the student.

**Educational Sanction:** The conduct officer may confer with the student and prescribe a project or class beneficial to the individual, campus or community. This project or class may be given alone, in conjunction with other sanctions or in substitution for other sanctions if the project is successfully completed.

**Fine:** A student may receive a monetary fine as a consequence of a policy violation.

**Restitution:** A student who has committed an offense against property or another person may be required to reimburse the College or other owner or injured party for damages, misappropriations of property or injuries received. Any such payment in restitution shall be limited to actual cost of repair or replacement and/or financial restitution for physical injury, such as medical bills. Failure to pay will result in a disciplinary withholding of a student's records and/or a "hold" being placed upon the student's further enrollment.

**Enrollment Hold:** Should a student not respond to a request to meet with a conduct officer or the Assistant Dean of Students, such officer may either place a hold on the student's opportunity to enroll in subsequent semesters or may declare a default by the student and impose disciplinary sanctions. The student must be notified in person or through the mail at least five (5) College working days prior to sanctions being imposed.

**Cancellation of Enrollment:** In instances where the Assistant Dean of Students has placed a hold on a student's enrollment for failure to comply with sanctions resulting from a prior informal or formal hearing, such hold may be cleared with the condition that the student's enrollment will be canceled for failure to meet the conditions of the clearance.

**Graduation Hold:** Should a student not respond to a request to meet with a hearing officer or the Assistant Dean of Students or if a student does not comply with already imposed disciplinary sanctions, then the Dean of Students

may place a hold on his or her participation in graduation exercises and his/her diploma.

**Disciplinary Probation:** A student on probation is deemed not in good standing with the College, and his/her enrollment as a student on probation may be conditioned upon adherence to the rules and regulations. Any student placed on probation will be notified of the terms and length of the probation (which often includes meetings with a probation mentor and written reflection). The probation will occur during times the student is scheduled to be on campus. Any conduct in violation of the probation may result in a College Hearing Board hearing, which can lead to the imposition of additional restrictions, suspension or expulsion.

**Disciplinary Suspension:** If a student is suspended, the suspension is effective immediately, he/she is deprived of student status and must carry out total separation (student shall not visit attend events, or otherwise enter college property) from the College for a specified period of time. Students who choose to violate their suspension and return to campus without express permission from the Dean of Students will be escorted from college property and may face arrest/legal action. A student placed on suspension will be withdrawn from classes. Conditions of readmission shall be stated in the letter of suspension. Such order of suspension shall remain a part of the student's disciplinary record in the Dean of Students' Office. If a student is suspended, the date of the suspension is the board or administrator decision date. This date is non-negotiable, and all college processes will be based on this date. No additional refunds will be given to the student, and the student will receive grades of W for current courses.

**Involuntary Withdrawal from the College:** Provisions for administrative withdrawal related to a psychological or physical health problem are addressed separately under the Counseling Center and Health Center sections of this handbook.

Loras College is committed to protecting student safety and preserving the integrity of our learning environment. There may be times when separating a student and the college becomes necessary to preserve student safety and/or the learning environment. When a student engages in behaviors that violate the College's code of conduct, the behavior is addressed as a discipline matter through the student conduct

system. There may be times when a student's observed conduct, actions, and/or statements indicate a threat to the health or safety of the student or someone else, and/or cause a disruption to the campus community. In these instances, the college may choose to use an involuntary withdrawal process to address the safety issue and/or disruption to the community.

The involuntary withdrawal process is to be used in cases where a student situation exceeds the College's services or resources. In these instances, typically students will be afforded the opportunity to voluntarily withdraw from the institution. If the student chooses not to voluntarily withdraw, the College may involuntarily withdraw a student in situations where:

- The student is unwilling or unable to carry out self-care obligations
- The student has physical or mental health needs requiring a level of care that exceeds what the College can provide
- The student represents a risk of seriously affecting the health or well-being of any other student or campus community member
- The safety of others is threatened by the student
- The student consumes an inordinate amount of staff/faculty time and/or resources
- The student creates conditions disruptive to the campus community

The college designates the Threat Assessment Team, coordinated by the Dean of Students Office, to make determinations regarding involuntary withdrawal. The decision, which is not intended to be disciplinary, is made on a case-by-case basis using all available incident reports, conversations with faculty, staff and students, the Dean's Offices, the expert opinion of appropriate professionals, and anyone else considered to have relevant information.

The Threat Assessment Team will review the student's medical information; nature, duration, and severity of any threats to self or others; the probability the student may follow through on the threat; whether or not there are alternatives to sufficiently mitigate and threat/involuntary leave; whether or not the student can carry out self-care obligations; and/or the amount of College faculty/staff time or resources required and whether or not the student's situation can be resolved by the College in a reasonable amount of time or effort.

Within a reasonable amount of time, the Threat Assessment Team will make a decision regarding the withdrawal, and the Dean of Student's Office will present that decision to the student in writing. If there is a determination of involuntarily

withdrawal that is based on medical factors, the withdrawal will be labeled a medical withdrawal. A determination of involuntary withdrawal based on any other factors would be recorded as an involuntary withdrawal. If a student receives notification of medical or involuntary withdrawal, it will contain information indicating whether or not re-enrollment at the College is possible, and if possible, any conditions that would need to be met by the student prior to re-enrollment. A hold will be placed on the student's account by the Registrar indicating this information. The date of withdrawal should reflect the student's last date of class attendance.

A student wishing to re-enroll in the institution should notify the Dean of Student's Office of the intent to re-enroll and complete an application for reinstatement form available at the Dean of Students Office, 540 Alumni Campus Center. The Threat Assessment Team will review applications for reinstatement related to involuntary withdrawal and will determine on a case-by-case basis the request for re-enrollment. Approval for re-enrollment may only be granted if the Threat Assessment Team determines that, in its judgement, the issues that caused the involuntary withdrawal are no longer present or have been safely mitigated or managed.

Reasonable deviations from this procedure will not invalidate a decision unless significant prejudice to a student occurs. Please note that the involuntary withdrawal process does not release the student of any legal, disciplinary, housing, meal plan, or other student responsibilities or financial obligations to the College. No additional refunds will be given to the student, and the student will receive grades of W for current courses.

**Disciplinary Expulsion:** Expulsion normally entails a permanent separation from the College (student shall not visit, attend events or otherwise enter college property at all in the future). Students who choose to violate their suspension and return to campus without express permission from the Dean of Students will be escorted from college property and may face arrest/legal action. The imposition of this sanction shall become a part of the student's permanent disciplinary record. If a student is expelled, the date of the expulsion is the board or administrator decision date. This date is non-negotiable, and all college processes will be based on this date. No additional refunds will be given to the student, and the student will receive grades of W for current courses.

Any student who is found responsible for sexual misconduct will be disciplined up to and/or including expulsion. All students have a right to campus access free of sexual or physical intimidation, including campus housing. A person accused of sexual misconduct while residing in College housing may be asked to leave College housing pending



investigation of the complaint. Similarly, survivors of sexual misconduct may request changes in both their academic, housing, transportation, and work situations.

## REPORTING ALLEGED VIOLATIONS OF SEXUAL MISCONDUCT

Anyone who believes he or she has been the subject of, has been notified about or has observed sexual misconduct as defined by this policy, should report the alleged conduct. To report an incident of sexual misconduct, an individual may:

- Contact a resident advisor (RA), area coordinator (AC), security officer (563.588.7100 or 0 from a campus phone), or the Title IX Coordinator (Nancy Fett, 563.588.7029), who can assist you in reporting the incident, or file a report online at:

[https://loras-advocate.symplcity.com/public\\_report/](https://loras-advocate.symplcity.com/public_report/)

Survivors may have the right to choose to remain anonymous or keep a report confidential when reporting an incident, if the report is made to a counselor, the Health Center, or ordained clergy. Reports made to other Responsible Employees of Loras College will be reported to school officials in accordance with our Title IX obligations.

- Contact the Loras College Counseling Center or Health Center to receive assistance and access to counseling resources from a trained advocate. Please note: Sexual misconduct reports made to the Counseling Center or Health Center will be kept strictly confidential unless the student releases information to other authorities.
- Contact 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. Loras College officials will assist the survivor with reporting an assault if you request assistance.
- Contact the Title IX Coordinator, who at Loras College is Nancy Fett. She can be reached at her office, Hennessy Hall 401, or via phone at 563.588.7029. In the role of Title IX coordinator, she will coordinate all matters related to sexual misconduct at the College and will coordinate the efforts of the college to comply with Title IX Law. As the Title IX Coordinator, she is responsible for:
  - Ensuring both the complainant and respondent are aware of the seriousness of the complaint
  - Explaining Loras College's sexual misconduct policy and procedures

- Exploring various means of resolving the complaint
- Making referrals to the Counseling Center or other resources if appropriate
- Discuss with the complainant the option of notifying police if criminal activity was reported
- Conduct or arrange 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

## STATEMENT OF LIMITATIONS

No student shall be subject to disciplinary procedures due to alleged violation(s) of College policies unless procedures are initiated within one year from the time the alleged misconduct occurred or was made known to the Dean of Students Office, whichever occurs later. This limitation will apply only when the student is enrolled at Loras College.

## 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 resources are available to students, faculty and staff who have been assaulted:

Loras College Counseling Center  
Alumni Campus Center Room 473  
855 Loras Blvd.  
Dubuque, IA 52004  
563.588.7024 or 563.588.7100 (Emergency)

Rape Victim Advocacy Program  
(800) 284-7821 (Statewide Hot Line)

Title IX Coordinator – Nancy Fett  
563.588.7029

Riverview Center, Inc. Sexual Assault  
Prevention and Intervention Services  
2600 Dodge St.  
Dubuque, IA 52003  
563.557.0310

Catholic Charities  
1229 Mt. Loretta  
Dubuque, IA 52003  
563.588.0558

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

Crisis Line  
563.588.4016

## EDUCATIONAL PROGRAMMING

The college offers educational programming opportunities relative to prevention of incidents of sexual misconduct. Due to the changing calendar of campus activities over the course of a year, the number of programs presented varies from month to month. Prevention programs offered in 2022 include but are not limited to: Mentors in Violence Prevention (MVP) program, One Love program (all student athletes receive this training), sexual assault awareness speakers from Riverview Center, poster campaigns around consent, information on how-to report an incident, Take Back the Night (mission is to end sexual violence), several Title IX open discussions facilitated by the Assistant Vice President for Student Development, and more. All new students participate in a 1½ hour training on Title IX and Bystander education using the Mentors in Violence Prevention program. Employees also receive responsible employee training as well as campus security authority (CSA) training via mail, email, and/or video. Additional training information can be found at <https://www.loras.edu/campus-life/health-and-safety/title-ix-resources-and-reporting/> by scrolling down to the training materials section of the page.

## MANDATORY CHILD ABUSE REPORTING POLICY

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.

Iowa Code 261.9(h) 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.

Individuals must report child abuse when they see, know about or reasonably suspect the abuse of a child. A report should be

made within 24 hours after becoming aware of the suspected abuse. The types of abuse 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 (18) 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.

IN THE EVENT OF AN EMERGENCY, CALL 911.

Suspected abuse should be reported to both:

1. Title IX Coordinator: Nancy Fett. Phone 563.588.7029, Email [Nancy.Fett@loras.edu](mailto:Nancy.Fett@loras.edu) **AND**
2. [https://loras-advocate.symplicity.com/public\\_report/](https://loras-advocate.symplicity.com/public_report/) online reporting system
3. Via Phone 563.588.7275 or 24-Hour Information Desk 563.588.7100

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) and alleged perpetrator(s)
- Time, date, and location of the incidents being reported
- Any additional information known about the abuse

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 of child abuse under Iowa Code §232.69 and 261.9(h). 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 everyone, 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.

## WEAPONS POLICY

Possession of or firing of firearms, fireworks, explosives, ammunition, sling shots, balloon launchers, paintball equipment, knives (with blades longer than three inches), bows and arrows, air soft guns, swords, items construed as weapons or any other weapons capable of inflicting personal injury or damage either in a student's room or on a student's person may result in judicial action, including but not limited to appearance before the College Hearing Board. All weapons will be confiscated and may not be returned.

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 or 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 jobsites, including parking lots, regardless of whether the vehicle is owned or leased by the College or to the employee.

## LORAS COLLEGE ALCOHOL POLICY

As a Community, Loras College strives to advocate healthy and safe choices, embrace responsibility, cultivate respect, and challenge all to be people integrity. Loras College is committed to providing a quality education and work environment where every student and employee has the right to work, learn and live in an environment free from the negative effects of alcohol and other drug use. The College recognizes that the decision to use alcohol is a personal choice; however, this choice must be made in accordance with federal, state and local laws regarding the use of alcohol. The legal age for consumption of alcohol in the state of Iowa is 21. As a result, Loras College will partner with local law enforcement to uphold and enforce all laws, ordinances and College policies regarding alcohol use. Therefore, it is the policy of Loras College to prohibit the unlawful use, sale, distribution, transfer or possession of alcoholic beverages. Loras College prohibits the lawful consumption of alcohol when it might impair an individual's academic or work performance, or pose a hazard to the individual, public, students or employees of the College on its property or at any of its activities. A conflict of interest may exist when alcohol is present among faculty, staff and students.

In compliance with the Drug-Free Workplace 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. All Loras College Community Members are responsible for abiding by the College Alcohol Policy found in the faculty, staff and student handbooks.

## GUIDELINES FOR THE USE OF ALCOHOL

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:

- Alcohol is permitted in college housing options only for those of legal age. All students will follow College standards (including state laws) relating to alcohol use. Underage students residing in college housing are expected to comply with College and federal regulations regarding alcohol use.
- Students, regardless of age, may not possess and/or display empty alcohol containers (cans, bottles, displays, highlighter displays, cases, bongos, 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.
- Students may not purchase, provide, or make alcohol available to underage students and/or their guests.
- 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.

Loras College prohibits the possession or use of intoxicants in public areas and at student-sponsored activities except as expressly recommended by the Dean of Students or his/her designee for his/her consideration and 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 Miller Academic Resource Center or in off-campus venues where the College is hosting an event. College funds/student organization

funds may not be used to purchase alcohol at any on or off campus event.

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 and 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 may be cancelled immediately. If such items are found in traditional housing, the housing contract may be cancelled immediately. Any games, activities or equipment that promotes the excessive use of alcohol (e.g., beer pong or beer pong tables, drinking 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.

The College supports the 0-1-3 formula related to alcohol consumption, as the formula promotes personal responsibility:

- 0 drinks if you are underage, driving, taking medication, or pregnant.
- No more than 1 drink per hour.
- No more than 3 drinks per occasion.

What defines a drink? A standard drink is equal to 13.7 grams (0.6 ounces) of pure alcohol or 12 ounces of beer; 8 ounces of malt liquor; 5 ounces of wine; or 1.5-ounces or a "shot" of 80-proof distilled spirits or liquor (e.g., gin, rum, vodka, or whiskey).

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.

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.

## INTERNAL STUDENT SANCTIONS

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).

**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), a second minor violation or a second off-campus arrest.

**Severe Violations:** Student exhibits any of the following behaviors: Vomiting and/or incoherent; unconsciousness; 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; 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:

- \$100 fine
- Written reprimand
- Group alcohol education course

##### Serious:

- \$150 fine
- Disciplinary probation (up to eight [8] weeks)

- Notifying parents/legal guardian via letter if student is under the age of 21
- Written reflection

**Severe:**

- \$200 fine
- Disciplinary probation (up to sixteen [16] weeks)
- Deferred cancellation of housing
- Referral for off-campus assessment and a three-night education course
- Notifying parents/legal guardian via letter if student is under the age of 21

**Second Offense**

**Minor:**

- \$150 fine
- Disciplinary probation (up to eight [8] weeks)
- Notifying parents/legal guardian via letter if student is under the age of 21
- Group alcohol education course

**Serious:**

- \$200 fine
- Disciplinary probation (up to sixteen [16] weeks)
- Deferred cancellation of housing
- Referral for off-campus assessment and three-night education course
- Notifying parents/legal guardian via letter if student is under the age of 21

**Severe:**

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

**Third Offense**

**Minor:**

- \$200 fine
- Disciplinary probation (up to sixteen [16] weeks)
- Deferred cancellation of housing
- Referral for off-campus assessment and three-night education course
- Notifying parents/legal guardian 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
- Notifying parents/legal guardian via letter if student is under the age of 21 and referral to off-campus assessment agency and complete required treatment

**EXTERNAL STUDENT SANCTIONS**

Possession of alcohol/intoxicating beverages by someone under 21 years of age 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 for driving under the influence, charging money for alcohol without a liquor license, and using false identification to obtain beer and/or other beverages.

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)*

**LORAS COLLEGE PHILOSOPHY ON LOW-RISK DRINKING**

Loras College supports healthy choices, such as the **Zero-One-Three model for low-risk drinking**. Abstinence from alcohol is a safe and acceptable lifelong decision. Alcohol free lifestyles can decrease or eliminate the risk of alcohol-related consequences. Research shows that adverse consequences may occur at relatively low levels of alcohol consumption.

The Zero-One-Three concept was developed by the Enjoy Michigan Safely Coalition and funded by the Michigan Office of Highway Safety Planning. Zero, one and three are easy numbers to remember. They represent alcohol consumption norms that should be promoted. Each number stands for a component of the concept and deserves an explanation.

The lack of clear quantifiable guidelines for low-risk alcohol use is one contributing factor to alcohol abuse on the College campus.

ZERO alcohol consumption is a viable option, and in some cases, the only viable option for numerous segments of the population. Situations where zero is an option include:

- People who are not of legal age;



- Women who are pregnant or think they may be pregnant;
- People who suffer from alcoholism or other chemical dependencies;
- People from homes where alcoholism or abusive consumption is present;
- People who must drive;
- People who do not like the physiologic effect of alcohol;
- People who are trying to cut down on empty calories;
- People who prefer the taste of non-alcoholic beverages;
- Diabetics; and
- People who take certain medications.

#### ONE = ONE DRINK PER HOUR SETS THE PACE FOR MODERATE DRINKING

ONE drink is defined as one twelve-ounce can of beer, one glass of wine or one shot of liquor (a mixed drink). If a person is having more than one drink per hour he/she is exceeding the recommended consumption pace. Because of the rate by which alcohol is metabolized in the body, more than one drink per hour can cause an individual to be under the influence if the individual's Blood Alcohol Content is tested for any reason. By keeping the pace to one drink per hour an individual's alcohol metabolism capacity will not be surpassed by alcohol intake. This will keep Blood Alcohol Content within safer limits. The legal Blood Alcohol Content is .08 in the State of Iowa.

#### THREE = NO MORE THAN THREE DRINKS PER DAY AND NEVER DAILY

THREE represents the total maximum number of drinks a person should ever have in a single day. It does not mean three at each of the six campus pubs. Also, remember these three drinks are not to be consumed at a faster pace than one per hour.

#### ALCOHOL 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, traffic fatalities and 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.

#### 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 bongos, 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 or distribution in College facilities and on campus will result in judicial action for those involved.

#### INTERNAL STUDENT SANCTIONS

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

**Minor Violations:** Possession of any drug paraphernalia or objects that could be used as drug paraphernalia (e.g., bongos, 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 "first 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.

#### Standard Minimum Responses: FIRST OFFENSE

(These are recommended minimum sanctions. More severe sanctions may apply to individuals who have a prior judicial file)

##### Minor Violations:

- \$150 fine
- Off-campus drug counseling session
- Disciplinary probation (up to sixteen [16] weeks)
- Deferred cancellation of housing

- Notifying parents/legal guardian via letter if student is under the age of 21

**Serious and Severe Violations:**

- Recommend suspension or expulsion to College Hearing Board or
- Notifying parents/legal guardian via letter if student is under the age of 21, educational sanction, and/or referral to off campus assessment agency and complete required treatment

**Standard Minimum Responses: SECOND OFFENSE**

**Minor Violations:**

- \$300 fine
- Disciplinary probation (up to thirty-two [32] weeks)
- Notifying parents/legal guardian 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 or Severe Violations:**

- Recommend suspension or expulsion to College Hearing Board or
- Notifying parents/legal guardian via letter if student is under the age of 21, educational sanction, and/or referral to off campus assessment agency and complete required treatment

**Standard Minimum Responses: THIRD OFFENSE**

**Minor, Serious, or Severe Violations:**

- Recommend suspension or expulsion to College Hearing Board or
- Notifying parents/legal guardian via letter if student is under the age of 21, educational sanction, and/or referral to off campus assessment agency and complete required treatment

**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, traffic fatalities and 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.

**DRUG AND ALCOHOL COUNSELING AND REHABILITATION PROGRAMS**

The Counseling Center has drug/alcohol counseling 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. Campus community members may choose to contact:

National Institute on Drug Abuse  
Information and Referral Line  
1.800.662.HELP

National Council on Alcoholism  
1.800.622.2255  
24 hours a day


Substance Abuse Information and Treatment Referral  
1.800.662.HELP  
<https://www.sumhlc.org/resources/samhsas-national-helpline-1800662-help/>

Reach-Out Hotline  
1.800.522.9054

Counseling Center  
563.588.7085  
473 Alumni Campus Center, Loras College

Loras College Health Center  
563.588.7142  
474 Alumni Campus Center, Loras College

Substance Abuse Services Center  
563.582.3784  
270 Nesler Center  
Dubuque, IA 52001



Turning Point Treatment Center  
563.589.8925  
250 Mercy Drive  
Dubuque, IA 52001

Alcoholics Anonymous—Dubuque Area Intergroup  
563.557.9196

24-Hour Referral Service  
1593 Main Street  
Dubuque, IA 52001

## CAMPUS CRIME STATISTIC INFORMATION

CRIME STATISTICS					
2022 Criminal Offenses					
	ON CAMPUS				
	Student Housing	Other	On Campus (Total)	Non Campus	Public Property
<b>Criminal Homicide</b>					
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
<b>Sex Offenses</b>					
Rape	3	0	3	0	0
Fondling	3	0	3	0	0
Incest	0	0	0	0	0
Statutory Rape	0	0	0	0	0
<b>Robbery</b>	0	0	0	0	0
<b>Aggravated Assault</b>	0	0	0	0	0
<b>Burglary</b>	0	0	0	0	0
<b>Motor Vehicle Theft</b>	0	0	0	0	0
<b>Arson</b>	0	0	0	0	0
<b>Domestic Violence</b>	0	0	0	0	0
<b>Dating Violence</b>	0	1	1	0	0
<b>Stalking</b>	1	1	2	0	0
2021 Criminal Offenses					
	ON CAMPUS				
	Student Housing	Other	On Campus (Total)	Non Campus	Public Property
<b>Criminal Homicide</b>					
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
<b>Sex Offenses</b>					
Rape	2	0	2	0	0
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Statutory Rape	0	0	0	0	0
<b>Robbery</b>	0	1	1	0	0
<b>Aggravated Assault</b>	0	0	0	0	0
<b>Burglary</b>	0	0	0	0	0
<b>Motor Vehicle Theft</b>	0	0	0	0	1
<b>Arson</b>	0	0	0	0	0
<b>Domestic Violence</b>	1	0	1	0	0
<b>Dating Violence</b>	0	0	0	0	0
<b>Stalking</b>	0	0	0	0	0
2020 Criminal Offenses					
	ON CAMPUS				
	Student Housing	Other	On Campus (Total)	Non Campus	Public Property
<b>Criminal Homicide</b>					
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
<b>Sex Offenses</b>					
Rape	2	0	2	0	3
Fondling	1	0	1	0	0
Incest	0	0	0	0	0
Statutory Rape	0	0	0	0	0
<b>Robbery</b>	0	0	0	0	0
<b>Aggravated Assault</b>	0	0	0	0	0
<b>Burglary</b>	0	2	2	0	0
<b>Motor Vehicle Theft</b>	0	0	0	0	0
<b>Arson</b>	0	0	0	0	0
<b>Domestic Violence</b>	0	0	0	0	1
<b>Dating Violence</b>	2	1	3	0	0
<b>Stalking</b>	0	0	0	0	0

2022 Arrests and Judicial Referrals					
	ON CAMPUS				
	Student Housing	Other	On Campus (Total)	Non Campus	Public Property
<b>Arrests</b>					
Liquor Law Violations	0	0	0	0	0
Drug Law Violations	1	0	1	0	0
Illegal Weapons Possession	0	2	2	0	0
<b>Judicial Referrals</b>					
Liquor Law Violations	75	0	75	0	0
Drug Law Violations	8	1	9	0	0
Illegal Weapons Possession	0	0	0	0	0
2021 Arrests and Judicial Referrals					
	ON CAMPUS				
	Student Housing	Other	On Campus (Total)	Non Campus	Public Property
<b>Arrests</b>					
Liquor Law Violations	0	0	0	0	0
Drug Law Violations	1	0	1	0	1
Illegal Weapons Possession	0	0	0	0	0
<b>Judicial Referrals</b>					
Liquor Law Violations	92	0	92	0	0
Drug Law Violations	17	1	18	0	0
Illegal Weapons Possession	0	0	0	0	0
2020 Arrests and Judicial Referrals					
	ON CAMPUS				
	Student Housing	Other	On Campus (Total)	Non Campus	Public Property
<b>Arrests</b>					
Liquor Law Violations	0	0	0	0	0
Drug Law Violations	0	0	0	0	5
Illegal Weapons Possession	0	0	0	0	0
<b>Judicial Referrals</b>					
Liquor Law Violations	35	0	35	0	0
Drug Law Violations	1	0	1	0	0
Illegal Weapons Possession	0	0	0	0	0

### CLERY BIAS/HATE CRIME STATISTICS

Zero (0) crimes of bias/hate were reported on campus, in non-campus areas, or on public property as outlined by the Clery Act in calendar years 2020, 2021, and 2022.

### UNFOUNDED CRIMES

Zero (0) crimes were classified as “unfounded” crimes in calendar years 2020, 2021, and 2022. Only law enforcement can declare a crime “unfounded.”

## ANNUAL FIRE SAFETY REPORT

The 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 were (0) fires with no injuries that occurred in residence housing from January 1, 2022, through December 31, 2022.

There were (0) fires with no injuries that occurred in residence housing from January 1, 2021, through December 31, 2021.

There were (0) fires with no injuries that occurred in residence housing from January 1, 2020, through December 31, 2020.

## FIRE SAFETY PROCEDURES

These procedures should be observed for all campus community members' 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, individuals should use the best exit available. When the fire alarm sounds, all individuals must exit the building.

Should time permit, individuals may:

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

When exiting the building, individuals should:

- Walk—not run.
- Watch out for other individuals in the hallways and on the stairways.

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

If individuals 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 each individual's responsibility to see that his/her presence is recorded. Individuals 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
Athletic Wellness Center	Faber Clarke Field
Beckman Hall	Faber Clarke Field
Hoffmann Hall	Faber Clarke Field
Physical Plant	Faber Clarke Field
Binz Hall	Faber Clarke Field
Lynch-McCarthy Apartments	Faber Clarke Field
Graber Center	West 17th Street Lot
San Jose Pool	West 17th Street Lot
Smyth Hall	West 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, Fourth 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.

In the event a fire alarm is activated, the College's fire alarm system directly dials the Fire Department to initiate a call to campus. 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 departments, but also the Department of Campus Safety.

### **FIRE DRILLS**

Fire drills are conducted annually in academic buildings, and twice per semester in college housing. Fire Drills are held in residence halls during the months of January, March, July, September, November, and December.

### **FIRE SAFETY EDUCATION**

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 are typically 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 and preventative fire safety measures for residence hall living. The college typically inspects residence spaces at least one time per semester for safety and fire hazard concerns. Additionally, Campus Safety staff, in conjunction with the Dubuque Fire Department, inspect all college facilities annually for fire safety purposes.

### **ROOM CARE AND DECORATION POLICY FOR STUDENTS IN COLLEGE HOUSING**

All students are to follow fire and safety precautions. Whenever a fire alarm is sounded, all students, employees, and visitors, except those with emergency responsibilities, are required to leave the building. Failure to leave the building when an alarm sounds may result in judicial action, including fines for violation of local fire regulations and codes. Individuals will not be permitted re-admittance until the building is

considered to be safe and the alarm is suppressed. Please note the following additional information:

- Halogen lamps, candles, incense and other open flames are not permitted in any housing option.
- Misuse or unauthorized uses of firefighting, fire sprinkling systems and other safety equipment or warning devices will result in a referral to the College Hearing Board.
- Fire pits and/or outdoor fireplaces are permitted for campus houses and other areas designated by the Campus Safety or Residence Life Office. Fire pits must be enclosed and may burn only materials permitted by city ordinances and codes. If a fire is deemed to be cause of concern, students must agree to extinguish the fire immediately. Bonfires are not permitted in any circumstance.
- All extension cords and power strips used must have circuit breaker protection. Extension cords or power strips without circuit breaker protection are not permitted. Extension cords and power strips should never be plugged in to another extension cord or power strip.

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

- 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 coffeemakers, 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 in student rooms because of the electrical load limitation and fire safety.
- With few exemptions, any appliance that is greater than 1,000 watts is not permitted. Only refrigerators up to 5.0 cubic feet are permitted. Refrigerators must be plugged directly into the wall – extension cords or power strips should not be used for fire safety reasons.
- No cloth or other flammable materials are permitted to hang in the 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 or covering a doorway at any time.
- Live Christmas trees, greens/garland and wreaths will not be allowed in College housing; only artificial trees and U.L.-approved miniature lights may be used. Spray snow may not be used to decorate windows or doors.

## SMOKING AND 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, constitute 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:

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

For the purpose of this policy, smoking is defined as lighting or burning any type of matter or substance that contains tobacco, including but not limited to cigarettes, cigars, cigarillos, pipes, beedies, kreteks, water pipes, bong, and hookahs. This policy also includes the lighting or burning of non-tobacco plants or marijuana, and includes the use of electronic cigarettes, which are also prohibited from use within 500 feet of a school as indicated by Iowa law. Smokeless tobacco products are also prohibited.

Organizers and attendees at events such as conferences, meetings, lectures and 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.

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.

## INFORMATION REGARDING FIRES IN COLLEGE HOUSING OPTIONS FOR CALENDAR YEAR 2020, 2021, and 2022

Student Housing Facility	2020			2021			2022		
	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
1920 ALTA VISTA	0	0	0	0	0	0	0	0	0
1816 COX	0	0	0	0	0	0	0	0	0
1920 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
660 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 LORAS	0	0	0	0	0	0	0	0	0
908 KIRKWOOD	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
890 KIRKWOOD	0	0	0	0	0	0	0	0	0
920 KIRKWOOD	0	0	0	0	0	0	0	0	0
930 KIRKWOOD	NA*	NA*	NA*	0	0	0	0	0	0
998 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	0	0	0	0	0	0	0	0	0
BYRNE OAKS	0	0	0	0	0	0	0	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
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

NA\* 930 Kirkwood became student housing April 13, 2021  
 Visitation Complex was sold April 28, 2023  
 711 W 17th Street became student housing June 1, 2023