



# **2016 Annual Campus Safety and Security Report**

September 2017

# **Southwest Wisconsin Technical College**

## **2016 Annual Safety and Security Report**

Southwest Wisconsin Technical College (SWTC) has a proud history of providing a safe learning environment for its students. The safety of our students and staff is important to us. A wide variety of policies and procedures have been developed over the years to ensure the health and safety of students, employees, and visitors to the campus. In addition, numerous federal and state laws have been adopted in regards to student and employee safety. The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act requires that specific policies, procedures, and information be provided to ensure the health and safety of persons concerned with campus life.

In addition, the Campus Sexual Violence Elimination Act (SaVE Act) was passed in March 2013 as part of the Violence Against Women Reauthorization Act (VAWA). SWTC is committed to complying with the amendments and additions encompassed under the Campus SaVE Act.

Southwest Tech's Director of Facilities prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act for the period from January 1, 2016 to December 31, 2016. This report is prepared in cooperation with the local law enforcement agencies within the jurisdictions of the Southwest Tech campus. Each entity provides updated information on their educational efforts and programs to comply with the Act.

Each year, a notification is emailed to all enrolled students and employees. The notification is accessible to all enrolled students and staff.

Questions regarding this report or a copy of this report may be obtained from the Director of Facilities located in room 421B or by calling (608) 822- 2401.

### **Annual Equal Opportunity/Affirmative Action Notice**

It is the Southwest Wisconsin Technical College District policy to maintain fair and impartial relations with employees and applicants for employment, and students and student applicants in any service, program, activity, course, or use of facilities on the basis of sex, age, race, color, creed, religion, national origin, disability, ancestry, political affiliation, marital status, pregnancy, sexual orientation, parental status, arrest record, conviction record, genetic testing, and the use and non-use of lawful products off the premises during nonworking hours, and membership in National Guard, State Defense Force, or other military forces of the United States. Lack of English reading/speaking skills, will not be a barrier to admission and participation in district programs.

## **About Southwest Wisconsin Technical College**

Southwest Wisconsin Technical College is one of 16 districts that operate within Wisconsin in a statewide plan for vocational, technical and adult education. The Southwest Tech District covers a predominately rural area of 8,000 square miles in southwest Wisconsin, comprised of all of Grant, Crawford, Iowa, Lafayette, and Richland counties, and portions of Green, Sauk, Dane and Vernon counties. The District covers an estimated population base of over 125,000 people. Thirty (30) K-12 school districts are found within the Southwest Tech District borders.

## **Governance**

The Southwest Tech District is governed by a nine-member District Board representing the communities served by the District. Each year, three members are appointed by a committee consisting of the school board presidents of the 30 K-12 school districts belonging to the Southwest Tech District. The Board has nine members:

- 2 employers
- 2 employees
- 1 elected official
- 3 additional members
- 1 school district administrator from a public school district within the Southwest Wisconsin Technical College District

Any adult who is a resident of the District is legally qualified to become a member of the board.

In the appointment process:

- Equal consideration is given to the general population distribution within the district.
- Equal consideration is given to the distribution of women and minorities.
- Consideration is also given to representatives of business and industry as required for the employer and employee member categories.
- No two members of the district board may be officials of the same governmental unit.
- No district board member may be a member of the school board that employs the school district administrator.
- All applicants are eligible to be considered for the additional member category

Regular meetings of the District Board are held on the fourth Thursday of each month, with the exception of the July Board meeting, which is held on the second Monday of the month. This meeting is the organizational meeting of the Board, at which time officers are elected.

## **Off-Campus Reporting**

Southwest Tech is unable to monitor or provide security services to students and staff while off-campus. Criminal activity and law enforcement services to student and staff off campus are provided by the local police departments when violations of federal, state, or local laws surface. This cooperative team approach addresses situations as they arise as well as future concerns to the students, staff and community.

## **College Access and Control**

During business hours, Southwest Tech is open to students, parents, employees, contractors, guests and invitees. During non-business hours, access to all college facilities is only given to those staff needing to be in the building after hours as part of their regular job requirements. Anyone needing access to Southwest Tech's campus during non-business hours who would not normally be granted after-hours access must contact the Southwest Tech Facilities Department.

The College maintains a commitment to campus security and safety. College personnel monitor the campus for irregularities and needed repairs or maintenance of facilities, grounds, and lighting. Safety and security are major factors in all landscaping and lighting designs.

## **Behavioral Intervention Team (BIT)**

The Southwest Tech Behavioral Intervention Team (BIT) evaluates and addresses student behavior that may be inappropriate or concerning and coordinates college resources to intervene and provide necessary support.

The Behavioral Intervention Team is a cross functional group of Southwest Tech staff whose mission is to:

- Provide a structured positive method for addressing student behaviors that impact the college community and may involve mental health and/or safety issues.
- Meet regularly to support students by identifying patterns, trends and disturbances in the behavior of an individual or group.
- Evaluate the nature of a reported behavior or incident to assess the level of risk.
- Determine appropriate course of action to respond to behavioral concern and initiate intervention or response to prevent a situation from escalating.
- Coordinate resources to ensure a comprehensive assessment response.
- Balance the individual needs of the student and those of the greater campus community.

The team is composed of staff from Student Services, Counseling, Human Resources, Facilities and local law enforcement. Committee members have training in recognition and conflict management of student concerns. The committee addresses concerns using various methods and strategies such as a team approach, one-on-one, or a mandated referral to an outside professional agency. The end result is a plan for success and a win-win for both the student and the college with the student's best interest in mind.

## **Weapons on Campus**

The use, concealment, creation, manufacturing, or possession of weapons, whether functional or not, in College facilities is strictly prohibited, except as expressly permitted hereafter.

## **Sworn Law Enforcement and On-Duty Military Personnel**

A weapon or potentially dangerous device may be used or possessed, concealed or otherwise, on the campus, grounds, facilities or buildings at Southwest Tech by a certified sworn law

enforcement officer or on-duty military personnel to the extent they are legally permitted to carry weapons in the State of Wisconsin.

### **Licensed Concealed Carry**

Weapons may be carried and stored in a person's own motor vehicle, even if the vehicle is driven or parked on College property. If weapons are kept in an unattended vehicle, the vehicle must be locked.

### **Sex Offender Registry**

In accordance to the "Campus Sex Crimes Prevention Act" of 2000, which amends the Jacob Wetterling Crimes against Children and Sexually Violent Offenders Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, Southwest Wisconsin Technical College is providing a link to the Wisconsin Department of Corrections Sex Offender Registry.

This act requires that institutions of higher education issue a statement advising the campus community where law enforcement information provided by the state concerning registered sex offenders may be obtained. It also requires registered sex offenders in a state to provide notice to each institution of higher education in the state which the person is employed, carries a vocation, or is a student.

Registry information provided under this section shall be used for the purposes of the administration of criminal justice, screening of current or prospective employees, volunteers, or otherwise for the protection of the public in general and children in particular. Unlawful use of the information for purposes of intimidating or harassing another is prohibited and willful violation shall be punishable to the fullest extent of the law.

The Wisconsin Department of Corrections is responsible for maintaining this registry. Follow the link below to access the Wisconsin Department of Corrections Sex Offender Registry Website:

<http://offender.doc.state.wi.us/public//>

### **Emergency Response and Evacuation**

Effective August 14, 2008, the HEOA Act requires each institution governed by the Jeanne Clery Act to immediately notify the campus community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students and staff *on campus*. In the event of a serious threat or emergency situation, the college population will be notified as to their appropriate response through various means. Some or all of our systems may be used such as; electronic communication (such as email or text), television monitors, loud speakers, fire alarm, and emergency evacuation maps located throughout the individual sites. Once there is a confirmation of such an event, the Southwest Tech Emergency Response Plan will be implemented. This plan includes written emergency procedures to be followed for foreseeable emergency situations, designated Incident Commanders, procedures for timely notification to students and staff, and a process for accurately reporting incident details to both

internal and external resources. The Southwest Tech Incident Commander will determine the appropriate means of message dissemination in the swiftest manner available. If in the professional judgment of the responsible authorities, activating the notification system may compromise any efforts to mitigate the event or assist victims, notification may be delayed or not issued.

## **Timely Warning**

In compliance with the Jeanne Clery Act, any incident, on or off campus, that is an ongoing or a continuing threat to the student, staff, or visitor population, a timely warning will be issued. This warning will be at the discretion of the Incident Commander, President of the College, or their designee, and will be distributed to students and employees as soon as possible after the incident is reported. The warning will provide information that will aid in the prevention of similar occurrences, while withholding the names of victims as confidential. Such reports will be limited as to not compromise an ongoing investigation or violate any HIPA or FERPA Laws.

To reach as many people as possible, the timely warning will be distributed across many different media channels. Immediate issues will be dealt with via a public address system within and around the Southwest Wisconsin Technical College area. Follow-up warning may be shared using any or all of the following methods: posted on exterior doors of any affected Southwest Tech location, on the Southwest Tech website, electronically mailed, provided using text messages, posted on digital signage, and media reports released to local radio and TV stations for mass broadcast.

## **Reportable Crimes under the Clery Act - 34 CFR 668.46(c)**

### **Criminal Offenses**

- **Murder/Non-Negligent Manslaughter:** The willful (non-negligent) killing of one human being by another. Deaths caused by negligence, attempts to kill, assaults to kill, suicides, accidental deaths, and justifiable homicides are excluded.
- **Negligent Manslaughter:** The killing of another person through gross negligence.
- **Robbery:** the taking or attempting to take anything from value of the care, custody or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
- **Aggravated Assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.
- **Burglary:** The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

- **Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access, even though the vehicles are later abandoned - including joy riding)
- **Arson:** The willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, or personal property of another kind.

## **Arrests and Referrals for Disciplinary Action**

- **Weapon Law Violations:** The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned.
- **Drug Abuse Violations:** Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadones); and dangerous non-narcotic drugs (barbiturates, Benzedrine).
- **Liquor Law Violations:** The violation of laws or ordinance prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

## **Hate Crimes**

- We are required to report statistics for bias-related (hate) crimes by the type of bias as defined below for the following classifications: murder, sex offenses (forcible or non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, manslaughter, arson and larceny-theft, simple assault, intimidation, and destruction, damage, or vandalism of property, and of other crimes involving bodily injury to any person, in which the victim is intentionally selected because of the actual or perceived race, gender, religion, national origin, sexual orientation, gender identity, ethnicity, or disability of the victim.
- **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 upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.

- **Intimidation:** To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
- **Destruction, Damage or Vandalism:** To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

If a hate crime occurs where there is an incident involving larceny-theft, simple assault, intimidation, and destruction, damage or vandalism of property, and other bodily injury, the law requires that the statistic be reported as a hate crime even though there is no requirement to report the crime classification in any other area of the compliance document. A bias-related (hate) crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. For example, a subject assaults a victim, which is a crime. If the facts of the case indicate that the offender was motivated to commit the offense because of their bias against the victim's race, sexual orientation, etc., the assault is then also classified as a hate crime.

## Sex Offenses

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

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

## **Violence Against Women Reauthorization Act of 2013 (VAWA)**

- **Dating Violence** - Violence committed by a person (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship shall be determined based on a consideration of the following factors: length of the relationship, type of relationship, and frequency of interaction between the persons involved in the relationship.
- **Domestic Violence** - Felony or misdemeanor crimes of violence committed by a current or former spouse 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, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or 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.
- **Stalking** - Engaging in a course of conduct directed at a specific person that would cause a reasonable person to (A) Fear for his or her safety or the safety of other; or (B) Suffer substantial emotional distress.
- **Sexual Assault** - An offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.

## **Clery Geography**

The Clery Act requires colleges to disclose statistics for reported Clery crimes that occur: 1) on campus, (2) on public property within or immediately adjacent to the campus, and (3) in or on non-campus buildings or property that the institution owns or controls. These categories define Southwest Tech's Clery geography. The geographic categories are further defined in the Handbook for Campus Safety and Security Reporting as follows:

- 1) *On campus* – Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and Any building or property that is within or reasonably contiguous to paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).
- 2) *Public property* – All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.
- 3) *Noncampus buildings or property* - Any building or property owned or controlled by a student organization that is officially recognized by the institution; or Any building or property owned or

controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

**Campus Crime Statistics**  
**Student Right to Know and Campus Security Act**  
**Statistical Report for Period: 2014-2016**

<b>SWTC Campus</b>			
Reports:	2014	2015	2016
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape		0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	5	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Hate Crimes	0	0	0

<b>SWTC Campus</b>			
Arrests	2014	2015	2016
Liquor	0	2	1
Drugs	0	2	1
Weapons	0	0	0

**VAWA Offenses - On Campus**

<b>SWTC Campus</b>			
Crime	2014	2015	2016
Domestic Violence		0	0
Dating Violence		0	0
Stalking		1	0

**Southwest Wisconsin 2013-2015 Housing  
Statistics**

<b>SWTC Housing</b>			
Reports:	2014	2015	2016
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Rape		0	1
Fondling		1	0
Incest		0	0
Statutory Rape		0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	1
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Hate Crimes	0	0	0

The following arrest statistics for three offense categories for the calendar year 2016 and the proceeding two years for SWTC Housing.

SWTC Housing			
Arrests	2014	2015	2016
Liquor	0	0	0
Drugs	0	2	1
Weapons	0	2	1

#### VAWA Offenses - In Housing

SWTC Housing			
Crime	2014	2015	2016
Domestic Violence		0	0
Dating Violence		0	0
Stalking		1	0

## DEFINITIONS OF VIOLENT ACTS

### CONSENT

Sexual activity requires consent, which is defined as voluntary, positive agreement between the participants to engage in specific sexual activity. Consent may be communicated by words or actions as long as they create a clear and mutual understanding. Lack of protest or silence does not constitute consent. Also, relying solely on non-verbal communication can lead to misunderstanding. Persons who want to engage in sexual activity are responsible for obtaining consent.

### COERCION

Coercion is defined as the practice of persuading someone to do something by using force or threats. When someone makes it clear that he or she does not want to engage in a sexual activity or wants it to stop and pressure is continued, is coercion.

## RETALIATION

Retaliation of a person who has participated in an investigation of a complaint of sexual misconduct is prohibited. Retaliation includes ostracizing or pressuring the person to drop the complaint or engaging in misconduct that may affect the person's educational, living, or work environment.

## HATE CRIME

Any crime, usually violent, motivated by prejudice towards an individual's origin, ethnicity, color, religion, gender, gender identity, sexual orientation, or disability.

## SEXUAL MISCONDUCT

Sexual misconduct is any non-consensual behavior of a sexual nature that is committed by force or intimidation. Sexual misconduct includes: sexual harassment, sexual assault, and sexual exploitation.

## SEXUAL ASSAULT

Four degrees of sexual assault are defined by Wisconsin statutes. They vary from sexual intercourse to sexual contact without the consent of the other person. Examples of sexual assault include rape, acquaintance rape, forcible fondling, sodomy, or sexual penetration with an object.

## SEXUAL EXPLOITATION

Sexual exploitation involves taking non-consensual sexual advantage of another person even though the behavior might not constitute one of the other misconduct offenses.

## SEXUAL HARASSMENT

Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and verbal or physical conduct of a sexual nature. This also includes adverse educational or employment action taken against a person because of the person's participation in a complaint or investigation of discrimination or sexual misconduct (retaliation.)

## STALKING

In Wisconsin, stalking is defined as engaging in a course of conduct that causes the victim to experience serious emotional distress or to fear bodily injury or death of him/herself, to a family member, a member of his/her household, or an intimate partner.

## RELATIONSHIP VIOLENCE

Relationship violence is conduct in which the parties involved know each other or had a prior relationship and may include acquaintance rape, dating violence, and domestic violence.

## DOMESTIC VIOLENCE

Domestic violence is controlling, abusive, and aggressive behavior in an intimate relationship. It can include verbal, emotional, physical, or sexual abuse.

## HOSTILE ENVIRONMENT

A work environment is hostile when unwelcome verbal, non-verbal, or physical behavior focusing on sexuality is severe and pervasive enough to interfere with the victim's work performance or be intimidating or offensive to a reasonable person. Examples include sexual jokes, comments about a person's body or sex life, making gestures or staring, display of sexually suggestive materials, giving sexually suggestive "gifts", touching/hugging/kissing/patting, brushing against a person's body, or blocking a person's movements.

## 2017 Housing Fire Report

### Housing Facilities

Name of Facility Street Address

2016

1	Rogers Hall #1	1915 Brownwood Road #1	0
2	Rogers Hall #2	1915 Brownwood Road #2	0
3	Rogers Hall #3	1915 Brownwood Road #3	0
4	Rogers Hall #4	1915 Brownwood Road #4	0
5	Unnamed #1	1920 Brownwood Road #1	0
6	Unnamed #2	1920 Brownwood Road #2	0
7	Unnamed #3	1920 Brownwood Road #3	0
8	Unnamed #4	1920 Brownwood Road #4	0
9	Koenecke Hall #1	1935 Brownwood Road #1	0
10	Koenecke Hall #2	1935 Brownwood Road #2	0
11	Koenecke Hall #3	1935 Brownwood Road #3	0
12	Koenecke Hall #4	1935 Brownwood Road #4	0
13	Bemis Hall #1	1955 Brownwood Road #1	0
14	Bemis Hall #2	1955 Brownwood Road #2	0
15	Bemis Hall #3	1955 Brownwood Road #3	0
16	Bemis Hall #4	1955 Brownwood Road #4	0
17	Design Homes Hall 1	1975 Brownwood Road	0
18	Design Homes Hall 2	1985 Brownwood Road	0
19	Unnamed #1a	1940 Brownwood Road #1	0
20	Unnamed #2a	1940 Brownwood Road #2	0
21	Unnamed #3a	1940 Brownwood Road #3	0
22	Unnamed #4a	1940 Brownwood Road #4	0
23	Unnamed #5a	1940 Brownwood Road #5	0
24	Unnamed #6a	1940 Brownwood Road #6	0
25	Unnamed #1b	1960 Brownwood Road #1	0
26	Unnamed #2b	1960 Brownwood Road #2	0
27	Unnamed #3b	1960 Brownwood Road #3	0

28	Unnamed #4b	1960 Brownwood Road #4	0
29	Unnamed #5b	1960 Brownwood Road #5	0
30	Unnamed #6b	1960 Brownwood Road #6	0
31	Unnamed #7b	1960 Brownwood Road #7	0
32	Unnamed #8b	1960 Brownwood Road #8	0
33	Unnamed # 1c	1557 Brownwood Road	0
34	Unnamed # 2c	1559 Brownwood Road	0
35	Unamed # 1d	1547 Brownwood Road	0
36	Unamed #2d	1549 Brownwood Road	