



CAMPUS SECURITY AND REGULATIONS

Introduction

The Iowa Wesleyan University Annual Fire and Crime Statistics Report is posted on-line for public access. The Annual Fire Safety report is published for compliance of the provision to the Higher Education Opportunity Act pertaining to the disclosure of fire safety information and statistics on college campuses, 20 U.S.C. § 1092(i). The information included in the fire statistics includes detailed information on each on-campus housing facility, the number of fires, causes, injuries, deaths and any property damage. The Residential Life/Conduct Office and local law enforcement agencies assist in preparing this portion of the Annual Fire and Crime report.

The Jeanne Clery Disclosure of Campus Crime Statistics Act, 20 U.S.C. § 1092(f), requires all colleges and universities participating in federal financial aid programs to maintain and disclose campus crime statistics and security information. The reported crime statistics are recorded through the Student Development Office, Campus Security Office, designated school officials, and in direct collaboration with local law enforcement agencies. Information related to Title IX of the Educational Amendments Acts of 1972 and the Violence Against Women Act of 1994, as amended, are required to be included in this report.

Iowa Wesleyan University is a relatively safe place; however, the campus is not exempt from many of the same crime problems that exist in the surrounding communities. A goal of the Office of Student Development is to maintain a safe environment in which all of the campus community members can work, learn and live. The attainment of this goal requires cooperation from everyone at IW. Each person must take responsibility for the safety and security of themselves, their neighbors and their belongings. The access and security of all campus facilities including housing units are a responsibility of all members of the IW community. Campus facilities are for the use of members of the IW community and their guests. The Office of Student Development works with the National Management Co. (University's partner in attending to the Physical Plant) and Per Mar Security Services (University's partner in providing safety and security services) to establish and implement a daily lock up time for each building.

The Clery Act/Campus Security Act Legal Requirements

The Campus Security Act requires colleges and universities to:

- publish an annual report every year that contains three years of campus crime statistics and certain campus security policy statements;
- disclose crime statistics for the campus, public area immediately adjacent to or running through the campus, and certain non-campus facilities;
- provide "timely warning" notices of those crimes that have occurred and pose an ongoing threat to students and employees;
- disclose emergency notification and evacuation procedures;
- maintain missing student notification procedures; and

- disclose fire safety reporting requirements and disclose in a public fire log of the date the fire was reported, the nature of the fire, date and time the fire occurred, and the general location of the fire.

As provided by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998, all interested persons are entitled to request and receive a copy of the Iowa Wesleyan University Annual Security Report. This report includes statistics for the previous three years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by Iowa Wesleyan University; and on public property within, or immediately adjacent to and accessible from, the campus.

Definition of Crime Terms

All definitions in this report are as per the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program.

Sexual Assault: An offense that meets the definition of rape, fondling, incest or statutory rape as used in the FBI's UCR Program.

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

- A. **Forcible Rape:** Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This definition includes any gender of victim or perpetrator. It also includes instances in which the victim is incapable of giving consent because of temporary or permanent mental or physical incapacity (including due to the influence of drugs or alcohol. Physical resistance is not required on the part of the victim to demonstrate lack of consent.
- B. **Forcible Sodomy:** Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- C. **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 or physical incapacity.

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

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

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.

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

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).

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

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

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

Domestic Violence: A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim, a person with whom the victim shares a child in common, a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies (under VAWA), or 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. •

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. 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: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others, or suffer substantial emotional stress.

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

Liquor Law Violations: The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the aforementioned. (Drunkness and driving under the influence are not included in this definition.)

Hate Crimes: Crime categories of criminal homicide, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, intimidation, vandalism (including destruction and/or damage to property), simple assault, and any other crime involving bodily injury are hate crimes if evidence is discovered that the victim was intentionally targeted, in whole or in part, because of the perpetrator's bias. Bias categories are:

- Race
- Gender

Gender identity — A person's internal sense of being male, female, or a combination of both; that internal sense of a person's gender may be different from the person's gender as assigned by birth. Gender identity bias is a preformed negative opinion or attitude toward a person or group of person based on their actual or perceived gender identity. There are two types of gender identity bias motivation:

1. Gender non-conforming: Describes a person who does not conform to the gender-based expectations of society, e.g., a woman dressed in traditionally male clothing, or a man wearing makeup.

2. Transgender: Of or relating to a person who identifies as a different gender from their gender as assigned at birth. Note: the person may also identify him or herself as "transsexual." - Sexual orientation - Disability (physical or mental) - Religion - National origin (ethnicity)

Definition of Geography Terms

Geography definitions are taken directly from Jeanne Clery Disclosure of Campus Crime Statistics Act, 20 U.S.C. § 1092(f):

On-Campus-Defined as:

1. Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of or in a manner related to the institution's educational purposes, including residence halls; and
2. Any building or property that is within or reasonably contiguous to the area identified in paragraph (1), 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 retail vendor). **Non-Campus Building or Property-Defined as:**

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

Identity													
National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0

Arrests and Disciplinary Actions	Referrals/												
Liquor Referrals	23	0	12	0	6	0	0	0	0	0	0	0	0
Liquor Arrests	0	0	0	1	0	0	0	0	0	0	0	0	0
Drug Referrals	0	0	3	0	0	0	0	0	0	0	0	0	0
Drug Arrests	7	0	1	0	7	0	0	0	0	0	0	0	0
Weapons Referrals	0	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Arrests	0	1	0	1	0	0	0	0	0	0	0	0	0

*No crimes were unfounded in 2018, 2019 or 2020.

Security Responsibilities

The IW security staff are Per Mar Security Services trained, adult personnel who conduct patrols on campus from 9 p.m. – 5 a.m. seven days a week. Staff members respond to a variety of requests and regularly patrol the campus grounds, parking lots, and housing units. Along with other University offices, the security officers are responsible for enforcing University policies and regulations on Iowa Wesleyan property.

Members of the security staff are not official law enforcement officers with arrest authority. The Office of Student Development and the Security department work closely with the City of Mount Pleasant and Henry County law enforcement agencies when incidents of a criminal nature arise. The police department has jurisdiction over any incidents of a criminal nature. Other duties of the security staff include securing and monitoring campus buildings, assisting the residence life staff, providing escorts for students and staff, enforcement of campus parking regulations, and educating members of the campus community regarding their responsibilities for security and safety at IW.

At the beginning of fall and spring semesters, security policies and procedures are reviewed with all residential students through meetings in the residence halls. The Office of Student Development and the Mount Pleasant Police sponsor periodic crime prevention education and awareness programs for the campus which include, but are not limited to, the following: crime prevention, alcohol consumption, escort program, internet safety, ID theft, travel safety, and personal safety. All members of the IW community may attend these events. Members of the campus community are encouraged to contact the Office of Student Development with any questions or concerns which they might have about security and safety at IW.

Procedures for Reporting Policy Violations and Criminal Activity on Campus

Prompt reporting of policy violations and/or criminal activity which occurs on campus is the responsibility of all members of the IW community. Reports of campus disciplinary policy violations can be made to staff members in the residence halls and the Office of Student Development. Reports can also be made using the IW Safety First On-Line reporting system. IW Safety First can be found at <https://goo.gl/forms/uBraZD3lYDa5w1163> or through a hyperlink found on the IW Campus Safety Website <https://www.iw.edu/campus-safety/>.

Persons filing a report will need to provide information so that an incident report can be completed. Student Development staff and security personnel, in cooperation with local law enforcement authorities as necessary, will investigate each incident promptly and attempt to appropriately resolve each report. Criminal activity which is categorized on the F.B.I. Uniform Crime Report is reported to local law enforcement agencies.

Timely Warning Notices and Safety Alerts

To help prevent crimes or serious incidents, members of the campus community will be alerted in a timely manner by special notice from the Office of Student Development whenever a serious crime has occurred on campus which may pose a threat to other members of the IW Community. Members of the community who know of a crime or other serious incident should report that incident as soon as possible to the Office of Student Development.

Safety Alerts will be distributed in various ways including, but not limited to, the following: use of the IW Campus Alert System (text messages, campus-wide emails and phone calls/voicemail), posting on the IW website, and campus bulletin boards.

IW Campus Alert

The safety of every member of the University is of paramount importance. To continue providing a safe and secure environment, students are encouraged to register for IW Campus Alert, a mass communication system that communicates emergency and crisis information rapidly with all registered members of the campus community. Once registered, registration will remain active until the expiration date determined by the registrant (or graduation, whichever comes first). IW Campus Alert allows all registrants to receive University Alert notices within seconds of a message being sent. Communication may be received through SMS messages, emails, and phone calls / voicemail. To register, follow-the link below. Additional instructions are sent during the first few days of each semester. FOLLOW THIS LINK: <https://iw.omnilert.net/subscriber.php>.

Important things to Note:

1. You can register multiple SMS devices, emails, and phone numbers. This means you can enter parent and/or spouse phone numbers and emails so your loved ones can be informed of emergencies or crises as quickly as you are through official University communication.
2. Parents and Spouses are not eligible registrants. Again, you can register phone numbers and emails of your parents or spouse under your account so they have no need to register.
3. IW Campus Alert won't flood your devices with SPAM or information you deem unnecessary. This system will only be activated to test the system or in times of crisis or emergency.
4. Registration and system use is built into the cost of attendance. (standard text messaging rates apply).

Missing Student Notification Policy and Procedures

As stated in the Student Handbook, in compliance with the "Higher Education Opportunity Act, P.L. 110-315, sec. 488, 122 Stat. 3301 (2008)" Missing Student Notification Policy and Procedures, it is the policy of the Office

of Student Development to actively investigate any report of a missing student who is enrolled at the University and residing in on-campus housing.

For purposes of this policy, a student may be considered to be a “missing person” if the person’s absence is contrary to his/her usual pattern of behavior and unusual circumstances may have caused the absence. Such circumstances could include, but not be limited to, a report or suspicion that the missing person may be the victim of foul play, has expressed suicidal thoughts, is drug dependent, is in a life-threatening situation, or has been with persons who may endanger the student’s welfare.

Each resident, upon applying for housing, is required to identify the name and contact number of the individual(s), a primary contact and secondary contact, to be notified in case of an emergency or in the event that the resident is reported missing. In the event the resident is under the age of 18 or is not emancipated, the University is required to have the primary emergency contact be a custodial parent or guardian.

If a member of the University community has reason to believe that a student is missing, Student Development should be notified. Upon receiving notification, applicable University personnel will make reasonable efforts to locate the student to determine his or her state of health and well-being. These efforts may include, but are not limited to, checking the resident’s room, class schedule, friends, ID card access, locating the resident’s vehicle, and calling his/her reported cell phone number. As part of the investigation, the University reserves the right to make contact with emergency contacts to help determine the whereabouts of the resident.

If upon investigation by Student Development, the resident has been determined to be missing for at least 24 hours, the following will occur: Student Development will contact the resident’s designated emergency contact and will inform the appropriate law enforcement agency within the next 24 hours. Investigation will continue in collaboration with law enforcement officers as appropriate.

Alcohol Intervention and Treatment Policy

As stated in the Student Handbook, the policy of Iowa Wesleyan University reflects the belief that alcohol and other forms of drug addiction are serious illnesses which are usually preceded by a history of substance abuse with inappropriate and destructive behavior patterns. In view of this, the University is committed to assist any member of the student community whose behavior shows signs of alcohol/drug abuse or addiction.

This policy is established to provide the means for the University to identify and refer students who suffer from alcohol or other drug abuse or addictions to treatment alternatives.

Intervention is intended where alcohol or other drug use is a contributing factor in one or more of the following:

1. Disruptive and/or nuisance behavior
2. Excessive intoxication
3. Civil or criminal offenses
4. Destruction of property
5. Non-attendance at class
6. Deterioration of academic performance
7. Sexual assault or harassment in which alcohol or other drug use was a factor

Where alcohol or other drug abuse is suspected, any interested party having first-hand knowledge of the situation or event in question may refer the student to the Office of Student Development, wherein an informal

assessment on the merits of the referral will be made. If the assessment suggests further action, every effort will be made by that office to encourage voluntary cooperation on the part of the student with the intervention and assessment processes recommended by the University. Should treatment alternatives be proposed by professional/evaluation staff, the University would make every effort to encourage voluntary cooperation on the part of the student.

Students, who by their behavior, are uncooperative, or who so request, will be granted an informal hearing to review the assessment recommended by the Office of Student Development. The hearing, should it be required, will focus on the specific behavioral and/or "use" problems that have been observed and reported. The student will be given an opportunity to respond to these reports, after which the Dean of Students or designee will make a final decision as to whether a formal assessment/evaluation for substance abuse by a substance abuse professional is required.

The student's failure to attend the hearing, or to follow through with the formal assessment/evaluation (if so required) or any subsequent treatment recommendations made by a substance abuse professional, will result with the student being withdrawn from classes at Iowa Wesleyan.

Re-entry into the University will be permitted only upon successful completion of substance abuse treatment and establishment of an ongoing recovery program such as Alcoholics Anonymous or Narcotics Anonymous.

When, in the judgment of a staff person, a student is transported for medical attention or monitoring in response to alcohol or other chemical use, the involved student will be responsible for any costs incurred.

Individuals should refer to the IW Student Handbook for a more detailed description of the alcohol, illegal drug, and other campus disciplinary policies.

Health Risks Associated with the Use of Alcohol and Other Drugs

As stated in the Student Handbook, alcohol is the most abused drug in society as well as on university campuses. Alcohol is directly involved in many injuries, assaults and the majority of deaths in people under age 25. Other commonly abused illegal drugs include marijuana, cocaine, stimulants, hallucinogens, depressants, narcotics, steroids and inhalants. Legal drugs such as caffeine, nicotine, over-the-counter and prescription drugs also have wide use and associated health risks.

Health risks of using alcohol or other drugs include both physical and psychological effects. The health consequences of drugs depend on the frequency, duration and intensity of use. For all drugs, there is a risk of overdose. Overdose can result in coma, convulsions, psychosis or death. Combinations of certain drugs, such as alcohol and barbiturates, can be lethal. The purity and strength of doses of illegal drugs are uncertain.

Continued use of substances can lead to tolerance (requiring more and more of a drug to get the same effect), dependence (physical or psychological need) or withdrawal (a painful, difficult and dangerous symptom when stopping use of drugs). Long-term chronic use of drugs can lead to malnutrition, organic damage to the body and psychological problems. The risk of AIDS and other diseases increases if drugs are injected. The consumption of alcohol or drugs by pregnant women may cause abnormalities in babies. For more information about the risks associated with the use of alcohol and other drugs, individuals may contact the Dean of Students or Counseling Services office.

Student Code of Conduct

As stated in the Student Handbook, The University is a community of learning in which the ideals of freedom of inquiry, freedom of thought, freedom of expression, and freedom of the individual are sustained. The exercise and preservation of these freedoms and rights require a respect for the rights of all in the community to enjoy

them to the same extent. It is clear that in a community of learning, willful disruption of the educational process, destruction of property, and interference with the orderly process of the University or with the rights of other members of the University cannot be tolerated. Students enrolling in the University assume an obligation to conduct themselves in a manner compatible with the University's function as an educational institution. To fulfill its functions of imparting and gaining knowledge, the University retains the power to maintain order within the University and to exclude those who are disruptive of the educational process.

Iowa Wesleyan University affirms the right of its students, faculty, and staff to be free of racial, sexual, physical, or verbal harassment by any member of the University community. Iowa Wesleyan University will not tolerate any acts of harassment on the part of its students.

College is an experience in community living. Out of concern for the growth of students as individuals, every attempt is made to use sanctions for conduct violations which are educational and developmental leading to positive behavioral change.

The full Student Code of Conduct can be found in the Student Handbook.

Fire Equipment and Systems

Res. Halls	Fire Alarm	Sprinkler	Smoke Detector	Extinguishers	Evacuation Plans	Drills
McKibbin	✓	X	✓	✓	✓	✓
S-T	✓	X	✓	✓	✓	✓
Nemitz	✓	✓	✓	✓	✓	✓
Juckette	✓	✓	✓	✓	✓	✓
State Street Apartments	X	X	✓	✓	✓	✓
Adams Street Apartments	X	X	✓	✓	✓	✓

Fire Safety Statistics-2020

Residence Hall	Total Fires	Fire #	Date	Time	Location	Cause	Injuries	Deaths	Value	Report #
McKibbin	0									
S-T	0									
Nemitz	0									
Juckette	0									
State Street Apartments	0									
Adams Street Apartments	0									

Fire Drills

Scheduled, but unannounced fire drills are conducted annually. These drills occur at minimum, during the first 10 days each academic term (including summer) and are scheduled periodically throughout the day to drill during day-time and night-time hours. If present, participation in these drills is mandatory for all residents.

Fire Alarm Equipment and Fire Extinguishers

Fire safety equipment (e.g., fire extinguishers, fire alarms, sprinkler system and smoke detectors) and evacuation/exit plans are installed in every building. Students are encouraged to become acquainted with the fire exit routes, locations of extinguishers, alarms, and hall evacuation routes and procedures when entering buildings on campus. Tampering with fire equipment endangers the safety of others, is a violation of Iowa law, and will be considered a serious offense by the University. All tampering and/or damage to fire equipment will result in a fine of \$200 for the offender AND criminal action may be taken. Should the student have a legitimate need to discharge an extinguisher, this action must be reported immediately to a building manager (Area Coordinator, Resident Assistant, Administrative Assistant, etc.) and no fines will be assessed.

In all cases, should the individual responsible for the tampering come forward, the fine may be reduced to the cost of replacement as well as possible disciplinary and criminal action.

There will be a minimum of two inspections of smoke detectors per year.

In the residence halls, the fire alarm system exists for the safety of residents. When an alarm sounds, all residents are required to exit the building and remain outside until given the all clear signal by University staff. Residence Hall alarms are connected to the City of Mount Pleasant, and any alarm initiates response from the city fire department.

Fire and Facility Emergency Evacuation Procedures

As stated in the Student Handbook, if a fire is discovered in any building on campus, the individual shall immediately pull the nearest fire alarm pull station, and exit the building. If there is no fire alarm nearby, notify 911 by phone, if able.

Evacuation orders may be given for various purposes. When an evacuation of a building is ordered, the evacuation will occur in an orderly and safe manner. All faculty, staff, and students are to assemble in designated assembly areas:

BUILDING	ASSEMBLY AREA
Adams Street Apartments	Nemitz Suites parking lot
Chadwick Library	Between the Chapel and Old Main
Chapel	Flag pole north of Howe Activity Center
Harlan-Lincoln House	Grass field south of building
Hershey Hall	West side of Union
Howe Activity Center	Parking lot, south side
John Wesley Holland Student Union	Flag pole north of Howe Activity Center
Juckette Hall	Parking lot, north end
McKibbin Hall	Grass area on east side
Nemitz Suites	Grass area on north side
Old Gymnasium	Flag pole north of Howe Activity Center
Old Main	Flag pole north of Howe Activity Center
P.E.O. Administration Building	Flag pole north of Howe Activity Center
Pioneer Hall	Flag pole north of Howe Activity Center
Physical Plant	Flag pole north of Howe Activity Center
Sheaffer-Trieschmann Hall	North side, in front of Hershey
Science Building	Lawn west of Nemitz Suites
State Street Apartments	Across street, north end

In order to respond effectively in a crisis situation, students need to be aware of the location of fire pull stations, fire extinguishers, stairwell safe areas, and emergency exit routes. Additional guidelines:

- Become familiar with your general area, posted floor plans that identify escape routes, and designated exit locations. When the alarm sounds, prepare to evacuate immediately.
- When a fire alarm sounds, all occupants must evacuate the building in an orderly and timely manner (a constant tone means fire alarm, a pulsating tone indicates tornado warning).
- Do not panic, but walk quickly to the closest emergency exit.
- Do not use elevators.
- Do not use cell phones.
- Walk single file, to the right, through hallways and stairwells. Avoid unnecessary talking and keep the lines moving.
- If smoke is encountered, drop to the floor and crawl along the wall to the nearest exit.
- When approaching a closed door, feel the door with the back of your hand. If the door is cool, carefully open it, and if safe, proceed with evacuation.

- Building managers should be the last occupants to leave the building to ensure that everyone has exited the building.
- Individuals requiring assistance in evacuation should proceed to the stairwell entrance area and wait for assistance.
- Should an individual be unable to evacuate the building and have to remain due to circumstances beyond his/her control, the building manager will notify the arriving fire/police personnel of the individual's location and condition (e.g., handicap, wheelchair, injury, etc.)
- No one is to return to the building until given permission by University personnel.

Fire Log

The Office of Student Development maintains a log – consolidated with reported crimes – of all fires occurring on campus. This log is available by visiting the Office of Student Development. Within the log, fire information includes the reason for the fire, date, time and general location.

Equal Opportunity, Harassment, and Nondiscrimination Policy For All Students, Employees and Third-parties

Iowa Wesleyan University adheres to all federal, state, and local civil rights laws prohibiting discrimination in employment and education. The University does not discriminate in its admissions practices, except as permitted by law, in its employment practices, or in its educational programs or activities on the basis of sex, race, color, age, national origin, disability, genetics, religion, gender, gender identity, sexual orientation, veteran status, or creed.

As a recipient of federal financial assistance for education programs and activities, Iowa Wesleyan University is required by Title IX of the Education Amendments of 1972 to ensure that all of its education programs and activities do not discriminate on the basis of sex/gender. Sex includes [sex, sex stereotypes, gender identity, gender expression, sexual orientation, and pregnancy or parenting status].

Iowa Wesleyan University also prohibits retaliation against any person opposing discrimination or participating in any discrimination investigation or complaint process internal or external to the institution. Sexual harassment (Quid Pro Quo and/or sexual harassment-hostile environment), sexual assault, dating violence, domestic violence, and stalking are forms of sex discrimination, which are prohibited under Title IX and by University policy. Any member of the campus community, guest, or visitor who acts to deny, deprive, or limit the educational, employment, residential, or social access, opportunities and/or benefits of any member of the Iowa Wesleyan University community on the basis of sex is in violation of this Equal Opportunity, Harassment and Discrimination Policy.

Any person may report sex discrimination (whether or not the person reporting is the person alleged to have experienced the conduct), in person, by mail, by telephone, by video, or by email, using the contact information listed within this document for the Title IX Coordinator, or specifically at TitleIXCoordinator@iw.edu. A report may be made at any time, including during non-business hours.

The core purpose of this policy, which can be found at: <https://www.iw.edu/campus-safety/>, is prohibition of all forms of discrimination. Sometimes, discrimination involves exclusion from or different treatment in activities, such as admission, athletics, or employment. At other times, discrimination takes the form of harassment or, in the case of sex-based discrimination, it can encompass sexual harassment (Quid Pro Quo and/or sexual

harassment-hostile environment), sexual assault, sexual exploitation, stalking, dating violence, or domestic violence.

When an alleged violation of this nondiscrimination policy is reported, the allegations are subject to resolution using Iowa Wesleyan University's "Process A" or "Process B," as determined by the Title IX Coordinator, and as detailed throughout this document (Process A) and in Appendix B (Process B). The described procedures may be applied to incidents, to patterns of conduct, and/or to the campus climate, all of which may be addressed and investigated in accordance with this policy.

When the Respondent is a member of the Iowa Wesleyan University community, a formal complaint may be filed and a grievance process may be available regardless of the status of the Complainant, who may or may not be a member of the Iowa Wesleyan University community. This community includes, but is not limited to, students, student organizations, faculty, administrators, staff, and third parties such as guests, visitors, volunteers, invitees, vendors, contractors, and campers.

The Title IX Coordinator has the primary responsibility for coordinating the University's efforts related to the intake, investigation, resolution, and implementation of supportive measures to stop, remedy, and prevent discrimination, harassment, and retaliation prohibited under this policy. The Title IX Coordinator manages the Grievance Process Pool/Title IX Team and acts with independence and authority free from bias and conflicts of interest. The Title IX Coordinator oversees all resolutions related to the 2020 Title IX Regulations under this policy and these procedures. Members of the Title IX Team are vetted and trained to ensure they are not biased for or against any party in a specific case, or for or against Complainants and/or Respondents, generally.

Jurisdiction of Iowa Wesleyan University

The policy related to sexual harassment (Quid Pro Quo and/or sexual harassment-hostile environment), sexual assault, dating violence, domestic violence, and/or stalking applies to the education program and activities of Iowa Wesleyan University, to conduct that takes place on the campus or on property owned or controlled by the University, at University-sponsored events, and in buildings owned or controlled by the University's recognized student organizations. The Respondent must be a member of Iowa Wesleyan University's community in order for this policy to apply and the Formal Grievance Process (Process A) described in this document will be followed.

This overarching policy related to equal opportunity, harassment and nondiscrimination can also be applicable to the effects of off-campus misconduct that effectively deprive a person of access to Iowa Wesleyan University's educational program and the Administrative Resolution Process (Process B described in Appendix B) will be followed. The University may also extend jurisdiction to off-campus and/or to online conduct when the Title IX Coordinator or other conduct official determines that the conduct affects a substantial Iowa Wesleyan University interest.

Regardless of where the conduct occurred, the University will address notice/complaints to determine whether the conduct occurred in the context of its employment or educational program or activity and/or has continuing effects on campus or in an off-campus sponsored program or activity. A substantial University interest includes:

- a. Any action that constitutes a criminal offense as defined by law. This includes, but is not limited to, single or repeat violations of any local, state, or federal law;

- b. Any situation in which it is determined that the Respondent poses an immediate threat to the physical health or safety of any student, employee or other individual;
- c. Any situation that significantly impinges upon the rights, property, or achievements of oneself or others or significantly breaches the peace and/or causes social disorder; and/or
- d. Any situation that substantially interferes with the educational interests or mission of Iowa Wesleyan University.

If the Respondent is unknown or is not a member of the University community, the Title IX Coordinator or designee will assist the Complainant in identifying appropriate campus and local resources and support options. If criminal conduct is alleged, Iowa Wesleyan can assist in contacting local or law enforcement if the individual would like to file a police report.

Filing a Formal Complaint

Notice or formal complaints of sexual harassment (Quid Pro Quo and/or sexual harassment-hostile environment), sexual assault, stalking, dating violence, and domestic violence and/or retaliation may be made using any of the following options:

- 1) File a complaint with, or give verbal notice to, the Title IX Coordinator, a Deputy Title IX Coordinator, or Officials with Authority as listed above. Such a report may be made at any time (including during non-business hours) by using this email address: TitleIXCoordinator@iw.edu, or by mail to the office address, listed for the Title IX Coordinator or any other official listed.
- 2) Report online, using the reporting form posted at <https://www.iw.edu/iw-safetyfirst/>. Anonymous reports are accepted but may give rise to a need to investigate to determine if the parties can be identified. If not, no further formal action is taken, though measures intended to protect the IW Community may be enacted. The University tries to provide supportive measures to all Complainants, which may be impossible with an anonymous report that does not identify the Complainant. Because reporting carries no obligation to initiate a formal response, and because as the University respects Complainant requests to dismiss complaints unless there is a compelling threat to health and/or safety, the Complainant is largely in control and should not fear a loss of confidentiality by making a report that allows the University to discuss and/or provide supportive measures.
- 3) Report using the Campus Conduct Hotline, available 24 hours per day/7 days per week at 866-943-5787. This confidential, independent call-in service provides a way for a University community member to alert the administration to problems that may affect the entire campus community, such as behavior which appears harmful, unethical, or questionable, personal injury. Calls to the Hotline are confidential and anonymous, answered and recorded by a Masters-degreed specialist in psychology or social services, handled with support and sensitivity. Within one (1) business day a summary of the interview will be forwarded to University administration for investigation, and assigned a five digit randomly generated case number for use in follow-up.

Supportive Measures

Iowa Wesleyan University will offer and implement appropriate and reasonable supportive measures to the parties upon notice of alleged misconduct and/or retaliation.

Supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate and as reasonably available. They are offered without fee or charge to the parties to restore or preserve access to Iowa Wesleyan University's education program or activity, including measures designed to protect the safety of all parties and/or Iowa Wesleyan University's educational environment, and/or to deter harassment, discrimination, and/or retaliation.

Emergency Removal

Iowa Wesleyan University can act to remove a student Respondent entirely or partially from its education program or activities on an emergency basis when an individualized safety and risk analysis has determined that an immediate threat to the physical health or safety of any student or other individual justifies removal. This risk analysis is performed by the Title IX Coordinator in conjunction with the CARE (Campus Assistance, Response and Education) Team, using standard objective violence risk assessment procedures.

Policy on Sexual Harassment (addressed through Process A-the grievance resolution process defined by the Department of Education as part of the 2020 Title IX Regulations)

The Department of Education's Office for Civil Rights (OCR), the Equal Employment Opportunity Commission (EEOC), and the State of Iowa regard sexual harassment, a specific form of discriminatory harassment, as an unlawful discriminatory practice. Acts of sexual harassment may be committed by any person upon any other person, regardless of the sex, sexual orientation, and/or gender identity of those involved.

Iowa Wesleyan University will act on any formal or informal notice/complaint that is received by the Title IX Coordinator involving students, staff, faculty members, or administrators, of violation of the policy on sexual harassment (Quid Pro Quo and/or sexual harassment-hostile environment), sexual assault, dating violence, domestic violence, and/or stalking (under the jurisdiction of the 2020 Title IX regulations) by applying these procedures, known as Process A.

If other policy definitions are invoked, such as policies on protected class harassment or discrimination as defined above, please see Appendix B for a description of the procedures applicable to the resolution of such offenses, known as Process B.

Right to an Advisor

The parties may each have one Advisor of their choice present with them for all meetings, interviews, and hearings within the resolution process, if they so choose. The parties may select whoever they wish to serve as their Advisor as long as the Advisor is eligible and available.

Resolution Processes

Resolution proceedings are private. All persons present at any time during the resolution process are expected to maintain the confidentiality of the proceedings. Although there is an expectation of privacy around what Investigators share with parties during interviews, the parties have discretion to share their own knowledge and evidence with others if they so choose, with the exception of information the parties agree not to disclose as part of an Informal Resolution, discussed below. Iowa Wesleyan University encourages parties to discuss with their Advisors and sharing of information with their Advisors before doing so.

The Formal Grievance Process is the University's primary resolution approach, unless Informal Resolution is elected by all parties and Iowa Wesleyan.

a. Informal Resolution

- Supportive Resolution: When the Title IX Coordinator can resolve the matter informally by providing supportive measures (only) to remedy the situation.
- Alternative Resolution: When the parties agree to resolve the matter through an alternate resolution mechanism as described below (including mediation, restorative practices, facilitated dialogue, etc.), usually before a formal investigation takes place; see discussion in b., below.
- Accepted Responsibility: When the Respondent accepts responsibility for violating policy, and desires to accept a sanction(s) and end the resolution process (similar to above, but usually occurs postinvestigation); see discussion in c., below.

To initiate Informal Resolution, a Complainant must submit a formal complaint, as defined above. A Respondent who wishes to initiate Informal Resolution should contact the Title IX Coordinator. The parties may agree as a condition of engaging in Informal Resolution that statements made or evidence shared during the Informal Resolution process will not be considered in any Formal Grievance Processes unless all parties consent. Informal resolution is not an option for an employee Respondent student Complainant.

b. Formal Grievance Process

Iowa Wesleyan University will make a good faith effort to complete the resolution process within a sixty-toninety (60-90) business day time period, including appeal if any, which can be extended as necessary for appropriate cause by the Title IX Coordinator, who will provide notice and rationale for any extensions or delays to the parties as appropriate, as well as an estimate of how much additional time will be needed to complete the process.

The Title IX Coordinator, or designee will provide written notice of the investigation and allegations (the "NOIA") to the Respondent upon commencement of the Formal Grievance Process. This facilitates the Respondent's ability to prepare for the interview and to identify and choose an Advisor to accompany them. The NOIA is also copied to the Complainant, who will be given advance notice of when the NOIA will be delivered to the Respondent.

Once the decision to commence a formal investigation is made, the Title IX Coordinator vets and appoints Pool/Title IX Team member(s) to conduct the investigation. The Investigator(s) typically take(s) the following steps, if not already completed (not necessarily in this order):

- Determine the identity and contact information of the Complainant
- In coordination with the Title IX Coordinator, initiate or assist with any necessary supportive measures
- Identify all policies implicated by the alleged misconduct and notify the Complainant and Respondent of all of the specific policies implicated
- Assist the Title IX Coordinator, if needed, with conducting a prompt initial assessment to determine if the allegations indicate a potential policy violation
- Commence a thorough, reliable, and impartial investigation by identifying issues and developing a strategic investigation plan, including a witness list, evidence list, intended investigation timeframe, and order of interviews for all witnesses and the parties
- Meet with the Complainant to finalize their interview/statement, if necessary
- Work with the Title IX Coordinator, as necessary, to prepare the initial Notice of Investigation and

Allegation (NOIA). The NOIA may be amended with any additional or dismissed allegations ○

Notice should inform the parties of their right to have the assistance of an Advisor, who could be a member of the Pool/Title IX Team or an Advisor of their choosing present for all meetings attended by the party

- Provide each interviewed party and witness an opportunity to review and verify the Investigator's summary notes (or transcript) of the relevant evidence/testimony from their respective interviews and meetings
- Make good faith efforts to notify the parties of any meeting or interview involving the other party, in advance when possible
- When participation of a party is expected, provide that party with written notice of the date, time, and location of the meeting, as well as the expected participants and purpose
- Interview all available, relevant witnesses and conduct follow-up interviews as necessary
- Allow each party the opportunity to suggest witnesses and questions they wish the Investigator(s) to ask of the other party and witnesses, and document in the report which questions were asked, with a rationale for any changes or omissions
- Complete the investigation promptly and without unreasonable deviation from the intended timeline
- Provide regular status updates to the parties and the Title IX Coordinator throughout the investigation
- Prior to the conclusion of the investigation, provide the parties and their respective Advisors (if so desired by the parties) with a list of witnesses whose information will be used to render a finding
- Write a comprehensive investigation report fully summarizing the investigation, all witness interviews, and addressing all relevant evidence; Appendices including relevant physical or documentary evidence will be included
- The Investigator(s) gather, assess, and synthesize evidence, but make no conclusions, engage in no policy analysis, and render no recommendations as part of their report
- Prior to the conclusion of the investigation, provide the parties and their respective Advisors (if so desired by the parties) a secured electronic or hard copy of the draft investigation report as well as an opportunity to inspect and review all of the evidence obtained as part of the investigation that is directly related to the reported misconduct, including evidence upon which the University does not intend to rely in reaching a determination, for a ten (10) business day review and comment period so that each party may meaningfully respond to the evidence. The parties may elect to waive the full ten days. Each copy of the materials shared will be notated on each page with the role of the person receiving it (e.g., Complainant, Respondent, Complainant's Advisor, Respondent's Advisor).
- The Investigator(s) may elect to respond in writing in the investigation report to the parties' submitted responses and/or to share the responses between the parties for additional responses
- The Investigator(s) will incorporate relevant elements of the parties' written responses into the final investigation report, include any additional relevant evidence, make any necessary revisions, and finalize the report; The Investigator(s) should document all rationales for any changes made after the review and comment period
- The Investigator(s) may share the report with the Title IX Coordinator for their review and feedback
- The Investigator will incorporate any relevant feedback, and the final report is then shared with all parties and their Advisors through secure electronic transmission or hard copy at least ten (10) business days prior to a hearing; The parties and their advisors are also provided with a file of any directly related evidence that was not included in the report.

Provided that the complaint is not resolved through Informal Resolution, once the final investigation report is shared with the parties, the Title IX Coordinator will refer the matter for a hearing.

The hearing cannot be held less than ten (10) business days from the conclusion of the investigation, when the final investigation report is transmitted to the parties and the Hearing Panel Chair, unless all parties and the Chair agree to an expedited timeline.

The Title IX Coordinator will vet and appoint appropriate Hearing Panel members from the Pool/Team depending on whether the Respondent is an employee, student employee or a student, and provide a copy of the investigation report.

The Hearing Chair may convene a pre-hearing meeting(s) with the parties and their Advisors and to invite them to submit the questions or topics they (the parties and/or their Advisors) wish to ask or discuss at the hearing, so that the Chair can rule on their relevance ahead of time to avoid any improper evidentiary introduction in the hearing or to provide recommendations for more appropriate phrasing.

At the hearing, the Panel has the authority to hear and make determinations on all allegations misconduct under the jurisdiction of the 2020 Title IX regulations, and/or related retaliation and may also hear and make determinations on any additional alleged policy violations that have occurred in concert, even though those collateral allegations may not specifically fall under this jurisdiction.

Participants at the hearing will include the Chair, two (2) other Hearing Panel members, the Investigator(s) who conducted the investigation, the parties, one (1) Advisor per parties, any called witnesses, possibly a hearing facilitator and/or the Title IX Coordinator and anyone providing authorized accommodations, interpretation, and/or assistive services.

The Chair explains the procedures and introduces the participants. This may include a final opportunity for challenge or recusal of Hearing Panel members on the basis of bias or conflict of interest. The Chair will rule on any such challenge unless the Chair is the individual who is the subject of the challenge, in which case the Title IX Coordinator will review and decide the challenge.

The Investigator(s) will then present a summary of the final investigation report, including items that are contested and those that are not, and will be subject to questioning by the Hearing Panel and the parties (through their Advisors). The Investigator(s) will be present during the entire hearing process, but not during deliberations.

Once the Investigator(s) present(s) the report and are questioned, the parties and witnesses may provide relevant information in turn, beginning with the Complainant, and then in the order determined by the Chair. The Hearing Chair will facilitate questioning of parties and witnesses first by the Hearing Panel and then by the parties through their Advisors.

All questions are subject to a relevance determination by the Chair. The Advisor will pose the proposed question, the proceeding will pause to allow the Chair to consider the question (and state it if it has not already been stated aloud), and the Chair will determine whether the question will be permitted, disallowed, or rephrased.

The Chair may invite explanations or persuasive statements regarding relevance with the Advisors, if the Chair so chooses. The Chair will then state their decision on the question for the record and advise the party/witness to whom the question was directed, accordingly. The Chair will explain any decision to exclude a question as not relevant, or to reframe it for relevance.

The Chair will limit or disallow questions on the basis that they are irrelevant, unduly repetitious (and thus irrelevant), or abusive. The Chair has final say on all questions and determinations of relevance. The Chair may

consult with legal counsel on any questions of admissibility. The Chair may ask Advisors to frame why a question is or is not relevant from their perspective but will not entertain arguments from the Advisors on relevance before or once the Chair has ruled on a question.

Hearings (but not deliberations of findings) are recorded by the University for purposes of review in the event of an appeal. The parties may not record the proceedings and no other unauthorized recordings are permitted.

The Hearing Panel, the parties, their Advisors, and appropriate administrators of the University will be permitted to listen to the recording or review a transcript of the recording in a controlled environment determined by the Title IX Coordinator, upon request. No person will be given or be allowed to make a copy of the recording without permission of the Title IX Coordinator.

The Hearing Panel will deliberate in closed session to determine whether the Respondent is responsible or not responsible for the policy violation(s) in question. A simple majority vote is required to determine the finding. The preponderance of the evidence standard of proof is used. A hearing facilitator may be invited to attend the deliberation by the Chair, but is there only to facilitate procedurally, not to address the substance of the allegations.

When there is a finding of responsibility on one or more of the allegations, the Hearing Panel may then consider the previously submitted party impact statements in determining appropriate sanction(s).

The Chair will ensure that each of the parties has an opportunity to review any impact statement submitted by the other party(ies). The Hearing Panel may, at their discretion, consider the statements, but they are not binding.

The Hearing Panel will review the statements and any pertinent conduct history provided by the University and will determine the appropriate sanction(s), in consultation with other appropriate administrators, as necessary.

The Chair will then prepare a written deliberation statement and deliver it to the Title IX Coordinator, detailing the determination, rationale, the evidence used in support of its determination, the evidence not relied upon in its determination, credibility assessments, and any sanctions.

Using the deliberation statement, the Title IX Coordinator will work with the Chair to prepare a Notice of Outcome letter. The Title IX Coordinator will then share the Notice of Outcome letter in writing, including the final determination, rationale, and any applicable sanction(s) with the parties and their Advisors simultaneously. Any party may file a request for appeal, but it must be submitted in writing to the Title IX Coordinator within five (5) business days of the delivery of the Notice of Outcome. An Appellate Officer vetted and chosen from the Pool will be designated by the Title IX Coordinator. No appeal panelists will have been involved in the process previously, including any dismissal appeal that may have been heard earlier in the process.

Appeals are limited to the following grounds:

- (A) Procedural irregularity that affected the outcome of the matter;
- (B) New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; and
- (C) The Title IX Coordinator, Investigator(s), or a Hearing Panel member had a conflict of interest or bias for or against Complainants or Respondents generally or the specific Complainant or Respondent that affected the outcome of the matter.

Prevention Efforts and Protective Measures

ZERO TOLERANCE IS A NECESSARY, YET DEMANDING EXPECTATION THE UNIVERSITY HAS OF ITS COMMUNITY MEMBERS AND THAT EXPECTATION RESULTS IN THE UNIVERSITY PROVIDING SUPPORT, EDUCATION, ONGOING COMMUNICATION, AND A SAFE AND WELCOMING ENVIRONMENT FOR THE COMMUNITY. THE SEXUAL MISCONDUCT POLICY, AS WELL AS THE ENTIRE STUDENT CODE OF CONDUCT, THE FACULTY HANDBOOK, AND FEDERAL LEGISLATION, CALLS FOR IOWA WESLEYAN TO SUPPORT THE CAMPUS COMMUNITY THROUGH NUMEROUS PREVENTION EFFORTS AND PROTECTIVE MEASURES WHICH INCLUDE:

- Publicizing the University's expectations of sexual behavior and emphasizing the Iowa Wesleyan community is safe and welcoming to all community members.
- Providing campus community members with multiple reporting options of sexual or other forms of misconduct.
- Assisting individuals in addressing their concerns through referral to appropriate resources;
- New Student Orientation sessions facilitated by professional sexual assault victim advocates on appropriate sexual encounters and bystander intervention;
- Employee training and annual updates on sexual harassment and sexual abuse;
- On-line training of sexual harassment, sexual abuse and bystander intervention administered during the Fall semester to new students and athletes.
- Annually reviewing Iowa Wesleyan's Title IX and Sexual Misconduct processes and procedures to align with federal legislation and best practices.
- Iowa Wesleyan University annually educates Officials with Authority, Campus Safety Administrators, and Mandatory Reporters under the Clery Act on reporting requirements and the educational requirements of sexual violence.
- Strategically-identified faculty and staff are educated in bystander intervention training periodically to instill a culture of bystander intervention on campus.
- The Iowa Wesleyan Athletic Department, including administrators, coaches and athletes are trained annually through presentations to address sexual misconduct and Title IX.
- All definitions of terms associated with Title IX and Sexual Misconduct are included in these training.
- Educational programming during bystander intervention month (August, observed on campus in September) and sexual assault awareness month (April).