

A red flag with the University of Wisconsin-Madison logo, featuring a white 'W' and a shield with a book and a torch, flying against a background of green trees and a blue sky.

**University of Wisconsin–Madison
Annual Security and Fire
Safety Report
Academic Year 2013–2014**



WISCONSIN
UNIVERSITY OF WISCONSIN-MADISON

September 2013

Dear Campus Community,

Thank you for taking the time to review our annual security and fire safety report, which provides comprehensive information about the many safety resources that are in place on the University of Wisconsin-Madison campus. This report is part of ongoing efforts to inform you of the safety programs and services available, the crimes that are reported to our police and security personnel, and the proactive steps you can take to help maintain a safe and secure campus for everyone. It is also provided in accordance with the Crime Awareness and Campus Safety Act of 1990 and subsequent amendments that led to its being renamed the Jeanne Clery Act in 1998.



This past year, we have taken several steps to enhance our annual security and fire safety report and compliance with other components of the Jeanne Clery Act. As a result of a cross-campus initiative, we hired an external consultant to conduct an audit of our reporting process. The Department of Education also reviewed the institution's Clery compliance, and earlier this semester we were engaged by UW-System to conduct a System audit, which will take place over the coming months.

As a result of our efforts to enhance our process, you may notice some changes to the report this year. You'll see a more comprehensive fire safety section of the report, as well as more in-depth information about crime on campus, including policy statements as appropriate. We also go into greater detail about the programs and services that we have put into place to educate students and community members about safety on campus.

For UW-Madison and our community partners, safety is a top priority. We take reports of crimes against members of our campus and the Madison community very seriously. It is our obligation to aggressively investigate reported crimes, and we have systems in place to support the victims of crimes when they happen.

Please consider taking part in the prevention and educational programs that we offer. By acting responsibly, caring for community members, and remaining vigilant, our campus will be a safer place. We encourage everyone to report suspicious and unlawful behavior immediately to the University of Wisconsin-Madison Police Department.

We all have an important role in keeping our campus and city safe. Please do your part, and watch out for your fellow Badgers.

Sincerely,

Lori Berquam
Vice Provost for Student Life and Dean of Students
Division of Student Life

Division of Student Life

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Quick Reference Resources

Safety and Security

Dean of Students Office 608–263–5700
 70Bascom Hall
 dean@studentlife.wisc.edu www.wisc.edu/students
 www.safeu.wisc.edu
 Dean on Call: M-F 8:30–11:30 a.m.; 1–4:30 p.m.

UW Police Department (On Campus)

Emergency 9–1–1
 Non-emergency 608–264–COPS (2677)
 www.uwupd.wisc.edu

Madison Police Department (Off Campus)

Emergency 9–1–1
 Non Emergency 608–266–4948
 Crime Stoppers 608–266–6014
 www.ci.madison.wi.us/police/

SAFE Nighttime Services

Free late-night buses and walking escorts available to students, faculty, and staff 608–262–5000
 uwsafe@fpm.wisc.edu transportation.wisc.edu/transportation/safeservices.aspx

Health

University Health Services (UHS) 608–265–5600
 Medical and Counseling Services
 Information and Appointments
 Mon/Tues/Thurs/Fri: 8:30 a.m.–5 p.m., Wed: 9 a.m.–5 p.m.
 www.uhs.wisc.edu

UHS Medical Services 608–265–5600
 333 East Campus Mall, 5th and 6th floors
 Urgent medical consultation by phone:
 Advice on treatment of physical illness or injury
 Weekdays: regular hours and until 9 p.m.
 Weekends and Holidays: 12 p.m.–9 p.m.

UHS Counseling & Consultation Services 608–265–5600
 333 East Campus Mall, 7th floor
 Mental health crisis response by phone for urgent concerns about yourself or a friend 24 hours a day, 7 days a week

Meriter Hospital 608–417–6000
 202 S Park Street, Madison, WI
 www.meriter.com
Sexual Assault Nurse Examiner: program for victims of sexual assault. SANE Office: 608–491–5916
 http://www.meriter.com/mhs/hospital/sane.htm

St. Mary's Hospital Medical Center 608–251–6100
 707 S Mills Street, Madison, WI
 www.stmarysmadison.com

UW Hospitals & Clinics 608–263–6400
 600 Highland Avenue, Madison, WI
 www.uwhealth.org

VA Hospital (for veterans only) 608–256–1901
 2500 Overlook Terrace Madison, WI 53705
 www.madison.va.gov/

Key Campus and Community Offices

Rape Crisis Center

Campus Office 608–265–6389
 333 East Campus Mall, 7th floor
 Community Office 608–251–5126
 2801 Coho Street, Suite 301
 24-hour line 608–251–7273
 rcc@itisis.com www.danecountyrc.org

Domestic Abuse Intervention Services (DAIS)

Office 608–251–1237
 24-hour lines 608–251–4445
 or 1-800-747-4045
 info@abuseintervention.org www.abuseintervention.org

Visitor & Information Programs (VIP) 608–263–2400
 Union South, Suite 329, 1308 W. Dayton St.
 askbucky@uwmad.wisc.edu
 www.vip.wisc.edu

University Housing 608–262–2522
 625 Babcock Drive
 http://www.housing.wisc.edu/

National and Statewide Hotlines

National Center on Drug Abuse Hotline 1–800–662–HELP

Alcoholics Anonymous
 24-Hour Info Phone Line 608–222–8989
 Southern Wisconsin: www.area75.org
 aamadison.wi.org

Narcotics Anonymous
 24-Hour Info Phone Line 608–258–1747
Wisconsin Regional Phone Line 1–800/240–0276
 www.wisconsinna.org

National Domestic Violence Hotline 1–800–799–SAFE (7223);
 TTY 1–800–787–3224

National Sexual Assault/ Online Message Service 1–800–656–HOPE (4373)
 www.rainn.org

National Suicide Prevention Hotline 1–800–273–TALK (8255)

Campus Safety

This document is one of many mechanisms designed to provide information on crime prevention, procedures for reporting crime, resources for victims, and crime statistics. It is designed to enhance the safety and security of everyone who visits, studies, or works at the University of Wisconsin–Madison. Many campus offices are actively working to support and enhance campus safety. The following offices have significant responsibility for collecting and reporting crime data: Division of Student Life (Dean of Students Office), University of Wisconsin Police Department, Office for Equity and Diversity, and University Health Services. In addition, representatives from University Communications; PAVE: Promoting Awareness, Victim Empowerment; and End Violence On Campus (EVOC) assisted with this report.

Safety Tips

General Crime Prevention Tips:

- ▶ Call the police IMMEDIATELY if you see or hear something suspicious. Don't hesitate to dial 911 in an emergency. Be sure to tell them exactly where you are.
- ▶ Keep your possessions in sight at all times. Don't leave computers, cell phones, or mp3 players unattended.
- ▶ If you leave your office or room, even for a few minutes, lock the door!
- ▶ Be alert to potential danger. Trust your instincts.
- ▶ Walk with friends whenever possible or use SafeWalk or SafeBus (all are free). If jogging, walking, or biking alone, stay in well-lit and well-traveled areas.
- ▶ Shred documents you discard that contain personal information.

Protective Behaviors

Victims of sexual assault or other violent crime are NOT responsible for being assaulted. Students can take protective measures to increase their personal safety and the safety of those around them.

- ▶ When going to a party or a bar, let a friend or roommate know who you are with and where you will be. Leave an address and your phone number with them.
- ▶ Go out in groups and ask one member of the group to be the "Designated Friend" (like a Designated Driver) who checks in with members of the group throughout the night.
- ▶ Be wary of anyone who does not respect your boundaries around alcohol. Alcohol is the most commonly used predatory drug, otherwise known as a "date rape" drug.
- ▶ Do not put your drink down or let someone else get it for you. Colorless, odorless, and tasteless drugs are used to facilitate rape or other crimes and

can render a victim defenseless and powerless.

- ▶ Call Campus SAFEWalk at 262-5000. This service operates until 3 a.m. (6 a.m. during finals week) and can provide a safe way to get home.
- ▶ If you see something unsafe, say something. Safety is everyone's responsibility.

Safety at Home

Per Madison City Ordinance, you have the right to the following. Contact your landlord.

- ▶ Have lights in all entrances
- ▶ Have locks on the entrances to buildings and individual apartments
- ▶ Have locks on the windows and alternate entrances such as balcony doors
- ▶ A working smoke detector

Additional Tips

- ▶ Don't put your first name on your mailbox. (ex., J. Doe rather than Jane Doe)
- ▶ Do not prop open the outside door of a building.
- ▶ Always know who is at your door before opening it.
- ▶ Balconies and alcohol do not mix well.

Safety and Security on Campus

University of Wisconsin Police Department (UWPD)

The University of Wisconsin–Madison Police Department (UWPD) is a full-service, 24-hour agency with 68 sworn officer positions, and officers are armed and deputized. All UW police officers have the power and authority to make an arrest. In addition, they provide services through their own 911 Communications Center and are further supported by a non-sworn security division. UWPD is the only law enforcement agency in the State of Wisconsin to be awarded accreditation by three different accredita-

tion agencies. These accreditation agencies are the Commission on Accreditation for Law Enforcement Agencies (CALEA), the Wisconsin Law Enforcement Accreditation Group (WILEAG), and the International Association of Campus Law Enforcement Administrators (IACLEA).

UWPD has nationally recognized specialty units including Bike Patrol and Mounted Patrol, as well as Police K9 and Motorcycle Units. UWPD was the first campus agency in the state to establish a "community police officer" position with a satellite office, and has community police officers who are assigned to specific geographical areas of responsibility for community interaction, crime prevention, and problem solving.

The university's peace officers cooperate with local police and other state and federal authorities in the exercise of their responsibilities. In addition, the UWPD offers security services with the primary responsibility of ensuring the security of campus properties. This is done with security consultations, patrols, and other services.

UWPD maintains a strong working relationship with the Madison Police Department and other surrounding law enforcement agencies. Staff participates in local and statewide meetings to share information and resources, as deemed necessary. The UWPD does not have a memorandum of understanding with the Madison Police Department regarding the

This annual report is filed as required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. An electronic version of this report is available at <http://students.wisc.edu>. Paper copies available upon request. Questions regarding this publication should be directed to Assistant Dean Ervin "Kipp" Cox, Dean of Students Office, Room 70, Bascom Hall; 608-263-5700.

Blue Light Emergency Telephones

There are over one hundred blue emergency telephones located throughout campus with a direct connection to the UWPD. All emergency phones (with the exception of emergency phones located inside campus buildings and elevators) have a blue light above them. All emergency phones are labeled "Emergency."

UWPD officers regularly respond to calls in university-owned residence halls. A committee comprised of police officers, residents, student staff, and professional staff of these residence halls meets regularly to address the security concerns of the students occupying these facilities. Both student unions are also regularly patrolled by uniformed police officers. Additionally, UWPD has staff liaisons assigned to university-owned apartments (Eagle Heights) and each residence hall. These officers meet regularly with building managers, look at crime trends in these areas, identify root causes for the criminal activity, and utilize crime prevention and problem solving techniques to promote campus safety.

investigation of criminal incidents, as they have a full Investigative division.

UWPD is represented on university, county, and state committees that address sexual assault, domestic and dating violence, traffic safety, bike and moped safety, community crime watch, emergency management, alcohol and other drug-abuse prevention, and threat assessment, which addresses campus safety concerns and behavioral interventions.

Reporting a Crime

Crimes that occur on campus can be reported to the University of Wisconsin–Madison Police Department (UWPD) by calling their 911 Communications Center, or by calling the non-emergency number 608-264-2677 (4-COPS), or by going to the department at 1429 Monroe St., Madison WI 53711. Crimes that occur off campus can be reported to the Madison Police Department via the non emergency number 608-266-4316 or by going to the department at 211 S. Carroll St., Madison, WI 53709. Crimes should be reported to the UWPD for the purpose of UWPD assessing the crime whether a timely warning notice needs to be distributed to the campus community and for annual statistical disclosure. UW–Madison encourages all campus community members to accurately and promptly report crimes they

are victim of or witness. Students are also encouraged to report crimes/violations of the student code to the Dean of Students Office to seek assistance for themselves or to begin a code of conduct investigation: 70 Bascom Hall, 608-263-5700. If a student requests it, assistance will be provided in notifying law enforcement.

Victims of sexual assault who do not wish to report the crime to a law enforcement official or to the Division of Student Life office are still encouraged to get help and support.

Response to a Reported Crime

UWPD Dispatchers are available 24 hours a day to take reports and answer questions. In response to a call regarding a reported crime, police officers will take the required action to investigate the crime, search for suspects, collect available evidence, and file a report. In response to an emergency, UWPD will respond, evaluate, and summon the appropriate resources to respond to the incident. All of the cases that UWPD generates are forwarded to the Dean of Students Office for review and potential action. UWPD Investigators will investigate criminal reports, and additional information obtained via the investigation will also be forwarded to the Dean of Students Office. If assistance is required from the Madison Police or Fire Departments, or other local, state, or federal law enforcement agencies, UWPD will contact the appropriate agency.

Voluntary Confidential Crime Reporting

UWPD police reports are public records under state law, therefore, the UWPD cannot hold reports of crime in confidence, so UWPD does not allow voluntary confidential reporting.

Campus Security Authorities

The Clery Act defines Campus Security Authorities as "officials of an institution who have significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution." The following are the offices where campus community members should report crimes:

Official	Address	Phone Number
UW Police	1429 Monroe Street	608-264-2677
Dean of Students Office	70 Bascom Hall	608-263-5700
Office of Human Resources	21 N. Park Street, Suite 5101	608-265-2257
Office for Equity and Diversity	179-A Bascom Hall	608-263-2378
Office of Administrative Legal Services	361 Bascom Hall	608-263-7400
Division of University Housing, including all Housefellows, RLCs, ACs	Slicther Hall, 625 Babcock Drive	608-262-2522
Recreational Sports	715 Dayton Street	608-262-8244

Professional and Pastoral Counselors

As a result of the negotiated rulemaking process which followed the signing into law of the 1998 amendments to 20 U.S.C. Section 1092 (f), clarification was given to those considered to be campus security authorities. Campus "Pastoral Counselors" and Campus "Professional Counselors," when acting as such are not considered to be a campus security authority and are not required to report crimes for inclusion in the annual disclosure of crime statistics. Crimes can be confidentially discussed with these employees

Pastoral Counselor:

An employee of an institution, who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.

Professional Counselor:

An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution's community, and who is functioning within the scope of his or her license or certification.

UWPD does not have a voluntary confidential reporting procedure and therefore, professional and pastoral counselors cannot notify their clients of that type of reporting option for UWPD.

Daily Crime Log

UWPD maintains a daily log of crimes and incidents that occur on campus that is accessible to the public upon request. This information includes the nature of the crime, the date, time, general location, and

a summary description of the event. This daily log is available at Police Headquarters during standard business hours. Log entries for the previous day are updated each morning by 8 a.m. In order to protect an ongoing criminal investigation or the identity of a victim, the chief of police or designee may classify information as confidential and prohibit its release. Recent entries to the log are also available on the UWPD website: www.uwupd.wisc.edu.

Security of and Access to Campus Facilities

General access to and use of the facilities at UW–Madison is governed by Chapter UWS 21, Wisconsin Administrative Code, and institutional policies on file in the Office of the Chancellor.

Academic and administrative buildings:

The UW campus is part of the city of Madison and, as such, is open to the public. The academic and administrative buildings are open to the public, at a minimum, during normal business hours. Most facilities have individual hours, and the hours may vary at different times of the year. Access to some of these buildings is also controlled by card access after normal business hours, and all of these buildings have varied levels of access. Most academic and administrative buildings do not have a UWPD officer assigned to them. However, UWPD officers patrol the academic and administrative buildings on a regular basis. For information about the access protocol for a specific building, see the building manager, a department head, or contact UWPD at 264-2677.

Residence Halls: Access to residence halls is restricted to residents, their approved guests, and other approved members of the university community. Residents gain entry by swiping their cards in the card access readers. Residents are cautioned against permitting strangers to enter the buildings and are urged to require individuals seeking entry to use their access cards. UWPD officers patrol the residence halls on a regular basis.

Housing Staff also enforce security measures in the halls and work with residents to achieve a community respectful of individual and group rights and responsibilities. Housing Staff and UWPD staff also conduct periodic educational sessions on prevention of various crimes, including sexual assault and acquaintance rape. There are 138 "houses" located within our 19 residence halls. Safety and security measures are addressed at house meet-

ings by House Fellows (our title for resident assistants) a minimum of 2 house meetings per semester.

Maintenance of Campus Facilities

Security is provided in the maintenance of the university's facilities through a number of mechanisms, including limitations on hours of operation, policies on keys, restricting access to those bearing proper identification as university staff or students, the issuance of after-hour building passes for academic buildings, the provision of adequate lighting, and making available outside "blue light" telephone call boxes that are connected directly to the UPWD dispatcher for emergency assistance. Specific security mechanisms may vary with the type of university facility. University Housing Residence Halls are only able to be accessed by staff and current residents.

Emergency Response and Evacuation

The primary focus of the Emergency Management division of the UW–Madison Police Department is the development of two things: Continuity of Operations Plans (COOP) and Occupant Emergency Plans (OEPs).

An Occupant Emergency Plan is an all-hazard plan designed around a building's unique layout and function on the UW campus. The purpose of an OEP is to provide guidance in the event of an emergency (i.e., tornado, active shooter, gas leak, bomb threat, etc.) to the occupants of the building. The final product is a document (either a hard copy or an electronic copy kept on the building's intranet, or both) informing people when it is appropriate to evacuate a building, when to shelter in place, when to hide in place, etc.

The development of the OEP is a multiphase endeavor. The first step involves the building manager setting up a meeting with an Emergency Management Police Officer (EMPO staff). In this meeting we will discuss the particulars of your building and we will discuss how to begin filling in the OEP. The second step (after the OEP has been completed, approved by the Lieutenant of the Emergency Management division, and distributed) will be a PowerPoint training session. This training session gives the building's occupants an overview of the OEP and highlights such things as off-site evacuation points and locations of weather radios. After the training is complete, the next step is to drill the building's occupants. The drill is designed to implement one aspect of the OEP. In the

past, for example, we have designed drills involving suspicious packages or large gas leaks. Finally, after the drill is complete, we will complete an After Action Report (AAR) detailing what went well during the test and what needs to be improved upon.

If you are unsure if your building already has an OEP, contact your building manager. Currently there are over 116 plans completed and another 44 plans started. More information can be found at <http://www.uwupd.wisc.edu/157.htm>.

Dean of Students Office

The Dean of Student's Office works in collaboration with staff from other student life departments across campus, including University Health Services, UWPD, and University Housing.

The Dean of Students staff supports the academic mission of UW–Madison by providing advocacy, prevention, intervention, and referral services to students in their living-learning-working communities in order to foster citizens who exercise personal responsibility, ethical decision making, and cross-cultural competency.

The staff of the Dean of Students Office has two primary functions. First, to provide advocacy and support services to students and the university community; and second, to manage the university's academic and non-academic misconduct systems.

SAFE Nighttime Services

SAFE (Safe Arrival for Everyone) Nighttime Services are the university's comprehensive late-night transportation system, available to students, faculty, staff, and university guests. SAFERide Bus provides free circular bus transportation during work and night hours on and near campus. SAFEwalk is a free nighttime walking escort service on campus. UWPD has an officer liaison to the SAFEwalk program, and is involved in the training of staff members. SAFEwalk staff have direct communication via hand-held radios to address safety concerns.

For more information about SAFE Services, see <http://www2.fpm.wisc.edu/trans/Safe/SafeOther.htm>

Threat Team

The university formed, through the leadership of the Division of Student Life and the UWPD, a Threat Team in September 2007. The group is charged with assessing and responding to situations where a student, faculty, staff, or visitor poses a threat to other individuals. Members of the team include representatives from University

Housing, UWPD, Academic Personnel, Classified Personnel, UHS Counseling and Consultation Services, University Legal, University Communications, Employee Assistance, and the Division of Student Life.

Behavioral Intervention Team

The Behavioral Intervention Team is comprised of staff members from McBurney Disability Resource Center, Counseling and Consultation Services, UWPD, University Housing, International Student Services, and University Apartments, and is staffed by an assistant dean of students. This team discusses situations that involve students who may be struggling with mental health issues, including possible suicidal ideations and disruptive conduct. This team has the ability to assist and refer students to appropriate campus resources.

Missing Student Notification for Students Living in University Housing

If a student is missing for more than 24 hours, it should be reported to a member of the Residence Life Staff. There are 26 fulltime staff members who serve as residence life coordinators, area coordinators, assistant directors, and associate directors. An assistant or associate director would activate the missing student notification.

Each residence hall student is asked to provide a cell phone number and missing person contact person in case he/she is determined to be missing. When a student signs on to the internet for the first time in Housing, students are given the opportunity to furnish their cell phone number and the missing person contact information. The missing person contact information will be registered confidentially, and the information will be accessible only to authorized campus officials and law enforcement in furtherance of a missing person investigation. If a residential student is determined to be missing, University Housing will notify the missing person contact within 24 hours of the determination that they are believed to be missing.

Our protocol states that if a student is reported missing for 24 hours, University Housing will immediately notify University police, so they can start an investigation into the status of the missing student.

Any issue that occurs in the residence hall community with a student under the age of 18 requires immediate contact with parents or the legal guardian within 24 hours of the determination that they are believed to be missing. This involves discipline issues, mental health issues, missing students

and other relevant issues. As an underage student, you can anticipate that University Housing will contact your parent/legal guardian for any issue that arises. UW Police will notify the Madison Police Department within 24 hours of the determination that a student is believed to be missing.

Additional protocol for a student who has been missing for 24 hours includes:

- ▶ Residence life staff member contacts University police to start an investigation
- ▶ House Fellows gather information from the roommate and other housemates about last contact with student
- ▶ Food service staff member confirms the last time the student's meal card was used in the cafeteria
- ▶ Facilities staff member confirms the last time the ID was used to access a building
- ▶ Any information that Housing gathers is shared with University police as part of their investigation.

Emergency Management Unit

The Emergency Management Unit, established in 2004 in large part to manage Homeland Security terrorism prevention programs for the UW–Madison campus and several of the UW System schools, has rapidly expanded into other areas of emergency preparedness. The unit coordinates various university and community entities to ensure that the UW–Madison students, faculty, staff, visitors, and the community are prepared to respond to emergencies, recover from them, and mitigate against their impacts. Emergency Management also works closely with several of our campus partners to develop and implement UW–Madison's crisis communication plan.

Crisis and disaster events require campuses to not only prepare for such events, but they also require an understanding of response capabilities and limitations. It is impossible to predict exactly when a crisis or disaster will occur, or the extent to which they might affect the campus. Through deliberate planning, preparing, and training, UW–Madison can greatly minimize losses from such events.

When an emergency occurs, the Emergency Operations Center (EOC) is activated. During the activation, key university leadership meet to facilitate sheltering of evacuees, search and rescue, law enforcement, debris removal, and to provide needed resources. The Emergency Management Unit is also responsible for developing and maintaining the campuswide Crisis Response Plan (CRP), facilitating the completion of Occupant Emergency Plans (OEP) for

each facility on campus, and coordinating Continuity of Operations Planning (COOP) for all UW System schools. The unit provides training and information on all 4 phases of emergency management: preparedness, response, recovery, and mitigation.

Security and Safety Off Campus

The Madison Police Department (MPD) has primary jurisdiction in all areas off campus. MPD routinely works with UWPD, campus conduct officers, and the Center for Leadership and Involvement on any serious incidents occurring off campus when a UW–Madison student is involved. MPD has a designated officer liaison to the Langdon Neighborhood, the off-campus area that is home to many officially registered student organizations (fraternities and sororities). Under the advisement of the Fraternity and Sorority Advisor, student members of the Greek community governing boards (Interfraternity Council and Panhellenic Association) are in regular communication with the Langdon Neighborhood Police Officer regarding safety concerns and local ordinances. However, UW does not ask Madison Police to monitor criminal activity at off campus locations of registered student organizations, they do so because those residences are within their jurisdiction. Greek governance council leaders from the Panhellenic Association and Interfraternity Council serve as peer monitors for pre-registered social fraternity and sorority events. These events involving alcohol may be hosted at both off-campus chapter house locations and third-party venues that possess the correct type of liquor license. The peer monitors fill out a checklist with chapter leadership at the event, in order to evaluate if the chapter is following the policies set forth by their designated governance council. Policy violations are reported to the Greek Judicial Board. If the event is deemed unsafe by peer monitors, they have been instructed to immediately contact the local police department.

Communication about Campus Crimes and Safety

Through a variety of methods, University of Wisconsin–Madison provides information to students and employees about campus security procedures and practices and encourages them to be responsible for their own security and the security of others. This is done by keeping them informed about crime prevention strategies and by communicating with the campus community about reported crimes that pose serious or continuing threats to students and employees. This section highlights some of the ways in which campus offices communicate information about crime on campus.

Immediate (Emergency) Notification Procedures

The following procedures shall be utilized for emergency notifications to the campus community:

The University of Wisconsin–Madison maintains a multi-modal approach to all hazards emergency notification. Incidents and/or events may necessitate the notification of UW faculty, staff, and students collectively or within impacted groups.

UW–Madison will immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff occurring on the campus.

UWPD typically confirms the emergencies on campus, in conjunction with key administrative units, such as Facilities Management, Environmental Health and Safety, etc.; the local first-respond agencies; and/or the National Weather Service. Complete notification of 100 percent of the campus population is not possible; however, attempts will be made to notify the largest percentage feasible of the impacted segment of the population given incident/event specifics.

All police managers are authorized for system use. In situations in which there is a time-critical threat to campus, a WiscAlerts message and messages sent via the other systems listed below can be sent immediately on authority of the UWPD Manager on Call (MOC) or other UWPD personnel if the MOC is unavailable. The MOC or his/her designee is responsible for drafting, determining the appropriate segment of the community to receive the message and sending the message to the community using all systems listed below except the Reverse 911 system, which is initiated by the Dane County 911 Center.

Situations for sending a WiscAlert include, but are not limited to: active

shooter, significant and serious hazardous materials spill, closing a section of campus, multiple building closings, or a mass casualty disaster. UW may use some or all of the following systems to communicate an immediate threat to the community: WiscAlert Text, Email, and Voice Calls may be used in combination with other warning mechanisms such as the UW campus safety page (www.safeu.wisc.edu), UWPD Twitter, UWPD Facebook, UW–Madison Facebook and Twitter, Dane County Reverse 911, and media distribution.

Situations requiring a WiscAlert will almost always require ongoing communications support. The UWPD should determine what level emergency is present and use the University Response Plan (URP). Once the URP is activated the process of posting information on the university homepage and preparing a crisis communications response should begin. Depending on the level of the activation, UWPD, the Information Management Group, and/or University Communications will work together to craft a consistent set of messages that can be efficiently distributed to update the campus community, either through other WiscAlerts or through the UW–Madison homepage (www.wisc.edu), the Parent Program website, and My UW Portal.

The URP Information Management Group and/or University Communications on-call staff will also provide assistance in handling media inquiries.

In certain emergency situations, a campus affiliate group, such as UW Hospital may also propose sending a text message via WiscAlerts. Such requests should be evaluated on a case-by-case basis by the UWPD MOC, using the criteria listed above.

UWPD will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless

issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

Parents and the larger community can receive information pertaining to an emergency situation at the university through the following systems: the UW homepage (www.wisc.edu), the UW campus safety page (www.safeu.wisc.edu), UWPD Twitter, UWPD Facebook, UW–Madison Facebook and Twitter, and media distribution. In addition, the Parent Program has the ability to communicate with parents who are part of the program.

The UWPD's Emergency Management Unit shall test system functions quarterly. Emergency Management is responsible for handling administrative issues and working with the system provider.

The following shall provide guidelines for providing Timely Warnings to the campus community:

The Clery Act requires institutions to distribute timely warnings regarding crimes that represent a serious or continuing threat to the safety of students or employees. Institutions are required to publish their policies regarding Timely Warnings in their Annual Campus Security Report. Timely warnings will typically be issued for the following occurrences on campus:

1. Murder or Non Negligent Manslaughter
2. Forcible Sex Offenses
3. Robbery
4. Aggravated Assault
5. Major Cases of Arson
6. Other crime categories will be assessed on a case-by-case basis and timely warnings will be distributed as deemed necessary.

Cases of Aggravated Assault involving known parties, such as two roommates fighting which results in an aggravated

injury, will be evaluated on a case-by-case basis to determine if the individual is believed to be an on-going threat to the larger UW–Madison community. Cases of Sexual Assault will be considered on a case-by-case basis, depending on the facts of the case, when and where the incident occurred, when it was reported, and the amount information known by the UW Police Department.

The following factors should be considered when determining whether to issue a Timely Warning:

- The nature of the crime (serious/non-serious, violent/non-violent)
- The nature of the threat (general threat versus limited threat to a specific person)
- Whether or not there is a continuing danger to the community or continuing crime pattern.

NOTE: When issuing a timely warning notice, some information may be withheld if there is a possible risk of compromising law enforcement efforts to investigate and/or solve the crime.

When the University of Wisconsin–Madison Police Department (UWPD) becomes aware of a situation that meets the criteria for a timely warning, the Manager on Call (MOC) or designee develops the content of the warning and has the authority to authorize the distribution of Timely Warning to the community. In the event a Timely Warning is needed, consideration must be given to the most appropriate means to be used to disseminate the information to the entire community. The primary form of distribution is through a mass email message to the entire university community. Other forms of communication may be utilized, such as Facebook and Twitter. In addition, Timely Warning notices may also be shared by postings on www.wisc.edu, www.safeu.wisc.edu, and/or the UWPD homepage. Other ways to communicate may be press releases, postings/notices at appropriate locations, or the use of UWPD electronic signboards.

Other entities on campus learning of an incident in which a Timely Warning may be needed will share the information with the UWPD to determine if it meets the criteria for a timely warning.

A Timely Warning notice will typically include the following, unless issuing any of this information would risk compromising law enforcement efforts:

1. Date and time or timeframe of the incident
2. A brief description of the incident
3. Information that will promote safety and potentially aid in the prevention of similar crimes (crime prevention or safety tips).
4. Suspect description(s) when deemed appropriate and if there is sufficient detail
5. Police agency contact information
6. Other information as deemed appropriate

The department does not issue timely warning notice for the above listed crimes if:

1. The department apprehends the subject(s) and the threat of imminent danger to members of the UW–Madison community have been mitigated by the apprehension.
2. If a report was not filed with UWPD or if UWPD was not notified of the crime in a manner that would allow the department to post a “timely” warning for the community. A general guideline will include a report that is filed more than 7 days after the date of the alleged incident may not allow UWPD to post a “timely” warning to the community. This type of situation will be evaluated on a case-by-case basis.

Crime Alerts may be distributed for crimes (ex., a pattern of thefts or crimes off campus) that do not rise to the level of causing a serious or continuing threat to the university community but are situations the campus community should know about.

In addition, communications may be distributed for other safety concerns (roadway or pedestrian traffic concerns).

Campus Safety Website

The University of Wisconsin–Madison has a website designed to improve education and awareness about campus safety. This website reminds members of our community that everyone plays a role in safety, security, and emergency preparedness at UW–Madison. University community members can learn about crime prevention information, campus resources, and emergency procedures at: <http://www.safeu.wisc.edu>.

Crime and Safety Education

Where to find more information:

UWPD: www.uwupd.wisc.edu

UWPD regularly publishes and distributes a newsletter called *The Badger Beat*, which contains information about recent crimes on and near campus, police department updates, and personal safety.

Madison Police Department: www.cityofmadison.com/police

Information about the Madison Police Department, including incident reports and community alerts.

Division of Student Life: www.wisc.edu/students

Information about crime education programs, safety tips.

SAFE Nighttime Services (late-night bus and walking service) transportation.wisc.edu/transportation/safeservices.aspx

Information about how to access free late-night transportation services on and near campus.

Information about Sex Offenders

The federal Campus Sex Crimes Prevention Act (October 2000) requires institutes of higher education to issue a statement to the campus community about where to find information on registered sex offenders in the state. In Wisconsin, convicted sex offenders must register with the Department of Corrections; a registry can be found at offender.doc.state.wi.us/public. This information can also be found on the UWPD website: uwupd.wisc.edu/crime-sex-offender-registration.htm.

Crime Prevention and Security Awareness Education

Badger Watch, a volunteer-based crime prevention effort modeled after the national Neighborhood Watch program, involves over 2500 student, faculty, and staff volunteers each academic year who are trained to promote personal safety, office safety, and responding to unwanted building patrons. UWPD provides support to the volunteers, provides direct access to specific campus personnel, and sends specific crime-alert information to the volunteers. The Badger Watch program holds an annual conference to provide volunteers updated and additional training such as: CPR, building emergency plans, advanced Badger Watch training, CERT (citizen emergency response teams), travel safety, and safe mail handling.

Citizens Academy, which is an intensive training program for citizens to learn more about the requirements of what it takes to become and maintain basic police certification in Wisconsin. Topics covered in the intensive six-week training include: a ride-along with a patrol officer; sexual assault response (provided by the Dane County Rape Crisis Center); tours of the police department and detoxification center; education on alcohol and other drugs; an overview of Wisconsin Law as it pertains to bicycles, mopeds, and pedestrians; firearm use; defense and arrest tactics; and emergency vehicle operation and control. Participants must pass a rigorous background check and be at least 18 years of age.

UWPD personnel and assistant deans from the Dean of Students Office are available to present to academic classes, departments, student organizations, campus offices, and residence halls (both private and university-owned) regarding campus safety issues around crime prevention and security awareness. Presentations highlight steps to enhance personal safety as well as community responsibility for creating a safer campus. UW conducts approximately 240 security awareness and crime prevention programs each year.

Each semester, social fraternities and sororities send representatives to workshops on risk management, alcohol, sexual assault, and hazing. These students receive education about how to host a

social event in their houses safely and securely; training from a Madison city police officer about staying safe on and off campus; clear definitions of sexual assault, consent, and hazing; and personal choices concerning alcohol use. The programs give students information about risk factors for Greek leaders, liability reduction, and creating safer facilities.

Chimera Self-Defense

Chimera self-defense teaches verbal assertiveness skills and physical techniques to prevent and stop harassment and assault. Programs available on campus upon request. Contact: Rape Crisis Center: www.danecountyrc.org; 608-251-5126

Sexual Assault, Dating Violence, and Stalking

UW–Madison proactively addresses sexual assault, dating violence, domestic violence, and stalking. These crimes will not be tolerated on campus and are a violation of state law as well as the student code of conduct. Violence and the fear of violence can disrupt the working and learning processes of the university community. The effects are costly, not only to individual victims, but also to the campus as a whole: fear replaces safety, doubt replaces confidence, and distraction replaces concentration.

The high rates of victimization experienced by both men and women, paired with acceptance of rape myths, contribute to campus environments wherein survivors are often estranged from their overall collegiate experience. Victims experience barriers to academic success, lower graduation rates, social isolation, and ongoing medical and mental health issues. More information can be found at www.uhs.wisc.edu/assault

End Violence on Campus

The End Violence on Campus (EVO) initiative is a multidisciplinary effort among over 30 campus and community offices dedicated to ending violence against women. Using collaborative, victim-centered approaches, EVO partners work together to ensure that prevention education is provided to students; victims have access to services and accommodations; professionals have adequate training and support to respond effectively; and perpetrators are held accountable for their actions. EVO partners are committed to systemic policy changes that create a safer place for UW–Madison students to learn. The EVO Coordinating Council is the steering body for the initiative and is charged by Dean of Students Lori Berquam and UHS Director Sarah Van Orman. More information about the EVO initiative can be found via www.evoc.wisc.edu

Sexual Assault, Dating Violence, Domestic Violence, and Stalking Prevention Programs

Primary Prevention Program Components :

UW–Madison encourages all students and employees to take responsibility for creating a safe campus community, as well as take precautions to keep themselves as safe as they can. Nationally, between 20 to 25 percent of college women experience sexual assault prior to graduation, and victimization rates for stalking and

dating violence are similarly high. Men, too can be victimized. UW–Madison uses the following components in its various sexual assault, dating violence, and prevention efforts. Further clarification of each of these components is listed below.

- 1) Contains clear definitions of sexual assault, dating violence, and stalking as crimes and violations of the student code with penalties;
- 2) Promotes the interruption of myth acceptance by providing education about sexual assault, dating violence, stalking from a factual base;
- 3) Provides information about on- and off-campus services available to victims and how they can access those services, which can include but do not require the option to report;
- 4) Provides information about local, state, and national victimization data;
- 5) Encourages behaviors to prevent perpetration and protect yourself from victimization; and
- 6) Empowers bystanders to intervene in situations that are potentially harmful.

1. Definitions

Since laws may vary from state to state and over time (i.e., stalking was not considered crime until the 1990s in most states), the language used below are commonly accepted definitions in lay terms. *Sexual Assault* is any sexual contact without consent. Consent is a clear and freely given yes, not the absence of a no. Sexual assault can range from forcible fondling to

penetration without consent, which is also known as rape.

Dating Violence/domestic violence, and/or intimate partner violence are forms of abuse that occur in dating relationships when one person uses fear and intimidation tactics to establish power and control over another person. Dating and domestic violence can also include sexual violence or stalking. Domestic violence can happen to people of all ages, races, ethnicities, and religions. It occurs in both heterosexual and LGBT relationships.

Stalking is a "course of conduct" that causes the victim to experience serious emotional distress or to fear bodily injury or death. Conduct may include: sending the victim unwanted items or gifts; repeated calls, emails or texts; showing up at the victim's home, workplace, or class.

For information about the legal definitions of these crimes, please see the chapter entitled, "University Policies and State Laws."

2. Facts (not myths) about sexual assault, dating violence and stalking

- Most victims of sexual assault know the perpetrator (boyfriend, classmate, someone they meet at a party, coach, etc.). On college campuses, only about 10 percent of assaults are committed by a stranger.
- Sexual assault is defined by the perpetrator's failure to get consent, not the victim's resistance or "fighting back."

- An absence of a NO does not mean YES. If you aren't sure, ask.
- Sexual assault, dating violence, and stalking are more commonly perpetrated by men against women, but NOT all men are perpetrators. In fact, men can take an active role in preventing these crimes by asking for consent, intervening in harmful situations, and learning more about how they could help a victim/survivor.
- The majority of sexual assaults on college campuses occur when women are incapacitated primarily due to alcohol. Know your limits and respect the limits of others.
- Perpetrators often use alcohol to incapacitate their victims. Alcohol is the number one "date rape" or predatory drug.
- Stalking can take many forms and does not always have to be committed by a stranger. Often, ex-boyfriends or ex-girlfriends continue to stalk after the relationship is over.

3. Services available to victim/survivors

The campus and surrounding community have a wide range of services available to help student victim/survivors. This information is always provided as part of prevention education efforts and is detailed below. For more information visit www.uhs.wisc.edu/assault. Short videos explaining these options available to victims are available on this website or at www.youtube.com/uwevoc.

4. Victimization data

Please note that sexual assault and dating violence are among the most underreported crimes in the nation; the numbers represented here represent responses to victimization studies rather than the required crime data reporting contained elsewhere in this report.

- The majority of sexual assaults on college campuses occur when women are incapacitated primarily due to alcohol use.¹
- Sexual assault encompasses a continuum of behaviors from unwanted touching to forcible rape. Nearly 1 in 5 undergraduate women experience sexual victimization during their collegiate career.²
- 9 of 10 victims of sexual assault are victimized by men they know, rather than strangers.³

- In one year, more than 13% of college women indicated they had been stalked, 42% by a boyfriend or ex-boyfriend.⁴
 - In 2009, nearly two-thirds of all reported sexual assaults in Wisconsin took place in either the victim's residence or the offender's residence.⁵
 - Women ages 16 to 24 years old experience the highest per capita rate of intimate violence in the U.S.⁵
1. Abbey, A. (2002). Alcohol-related Sexual Assault: A Common Problem Among College Students. *Journal of Studies on Alcohol*, Supplement No. 14, 118–128.
 2. Krebs, C. et al. (2008). *Campus Sexual Assault Study*. Rockville, MD: U.S. Department of Justice, National Institute of Justice
 3. Fisher, B.S. et al. (2000). *The Sexual Victimization of College Women*. Washington, D.C.: U.S. Department of Justice, National Institute of Justice.
 4. *Sexual Assaults in Wisconsin* (2009), Wisconsin Statistical Analysis Center, Wisconsin Office of Justice Assistance
 5. *Extent, Nature and Consequences of Intimate Partner Violence: Findings From the National Violence Against Women Survey* (2000): U.S. Department of Justice, National Institute of Justice

5. Preventing Perpetration and Protecting Yourself: Strategies to Prevent Perpetration

- Understand and respect your partner's limits.
- Men who use sexually callous language are more likely to perpetrate sexual assault. The next time you hear yourself or someone else talking about women or sex in a derogatory way, stop. Speak up when you hear others talk this way— men or women!
- Know your own sexual limits.
- Learn more about how men and women communicate differently.
- Listen to or read the story of a survivor.
- Make sure you have consent. Consent is a clear and freely given yes, not the absence of a no. People who are incapacitated by alcohol or drugs cannot give consent.

Strategies to Protect Yourself:

- Practice being assertive about your boundaries.

- If saying NO or STOP is too hard, consider creating a diversion so you can leave.
- Enroll in Chimera or another self-defense program that focuses on sexual assault.
- Set your drinking limits before you start drinking.
- Get your own drinks; don't let someone continually fill your cup or leave your drink unattended.

Signs of an abusive dating partner may include:

- calls you names, insults you, or continually criticizes you
- does not trust you and acts possessive or jealous
- tries to isolate you from family or friends
- monitors where you go, who you call, and who you spent time with
- controls finances or refuses to share money
- punishes you by withholding affection
- expects you to ask permission
- threatens to hurt you, your family, your pets, or belongings
- threatens and/or uses a weapon against you
- has ever forced, coerced, or manipulated you into having sex or performing sexual acts
- accuses you of cheating or is often jealous of your relationships with others of the opposite gender
- trapped you in your apartment or dorm room and kept you from leaving
- IM, text messages, and calls you obsessively to find out where you are and what you are doing

You can find more information about dating violence at <http://www.uhs.wisc.edu/assault/domestic-violence.shtml>.

Remember, sexual assault, dating violence, and stalking are never the fault of the victim; they are the choice of the perpetrator.

6. Bystander Intervention

Many people think that sexual assault only affects the victim, when in fact entire families, friend groups, and communities are hurt. Campuses suffer from the victims who drop out, the perpetrators who cause fear, and the classrooms that are distracted.

It's simple. If you see something, say something.

- Before it even happens, listen up for rape jokes and sexist language. You don't have to laugh or participate.
- If you witness something happening, step in. Create a diversion. Even if you don't know the person who looks in trouble, you can still help. Get him or her to a safe place. Remember, it's your campus, so it's your business.
- You can be a bystander even after an assault. Learn what options rape victims have available to them on this campus and be supportive of their choices.

Primary Prevention Programs Available

Students

Two full-time staff housed in University Health Services (UHS) are available to provide technical assistance, consultation, and assistance in sexual assault/ dating violence prevention programs and policy development. The violence prevention staff can provide presentations to general student audiences though they primarily work to train law enforcement, campus officials, and student leaders. For more information, see www.uhs.wisc.edu/assault or contact violenceprevention@uhs.wisc.edu.

In 2012, parents of first-year students were provided with information about sexual assault as part of their orientation to campus through a Health and Safety session at SOAR (Student Orientation, Advising, and Registration), and first-year students were provided with similar information during a peer-led evening program at SOAR. Incoming first-year and transfer students are required to complete an online violence prevention program, called Tonight, and receive violence prevention materials in their orientation materials. For more information about the Tonight program, visit <http://www.uhs.wisc.edu/tonight>.

First-year student athletes taking the life skills/CHAMPS course receive additional discussion about sexual assault and consent. Students joining social fraternities and sororities are required to take part in additional sexual assault prevention education programs.

All students and student groups may request a free, peer-led, hour-long workshop about consent, sexual assault, and dating violence from PAVE (Promoting Awareness, Victim Empowerment), a student organization. PAVE also hosts many ongoing events, lectures, discussions, and campaigns to raise awareness about sexual assault and dating violence on campus.

Thousands of students are served each year. PAVE also sponsors many educational events during October, January, and April, national awareness months of domestic violence, stalking, and sexual assault, respectively. For more information, visit <http://pave-uw.tumblr.com/>

Presentations are available upon request from the Rape Crisis Center and Domestic Abuse Intervention Services, Inc., two local community organizations that exist to serve victims of sexual assault and domestic violence. The Rape Crisis Center has a satellite office located on campus for ease of access. For more information, contact www.danecountyrcc.org or www.abuseintervention.org

Several academic course options on these topics are available in various departments to students, including kinesiology (self-defense) and social work (primary prevention through peer education). Check the course catalog each semester for more information.

Faculty/Staff

Faculty and staff who wish to learn more about sexual assault, dating violence, and stalking or who wish to schedule professional development in these areas should contact violenceprevention@uhs.wisc.edu for a consultation and list of upcoming events. UHS violence prevention staff are available to provide or coordinate training upon request.

The Dean of Students Office of the Division of Student Life can provide training upon request about the confidential reporting requirements for sexual assault, dating violence and stalking disclosures. For more information, contact dean@studentlife.wisc.edu.

A comprehensive guide designed for faculty and staff about handling sexual assault victim disclosures appropriately, compassionately, and responsibly can be found online at the UHS violence prevention website: www.uhs.wisc.edu/assault.

Staff and Faculty should contact the Office for Equity and Diversity to get information about how to prevent and respond to sexual harassment: www.oed.wisc.edu.

Services and Reporting Options for Victims/Survivors: Common Questions

Students who experience sexual assault, dating violence, and/or stalking have many options and services available to them on and off campus, including counseling; victim advocacy; access to the criminal

and campus disciplinary systems; medical attention. *All of these services are available to students regardless of their choice to report the incident to law enforcement, and most are free.*

Sexual Assaults should be immediately reported to the UW Police at 608-264-2677. In addition, individuals may also report a sex offense to UW–Madison's Title IX Coordinator, Assistant Vice Provost/Director of Office for Equity and Diversity at 608-263-2378, 179A Bascom Hall. This office is responsible for coordinating the institution's compliance with Title IX. The institution's sexual harassment policy, including a description of the grievance procedures can be found at: www.oed.wisc.edu/sexualharassment.

A victim has the option to notify the appropriate law enforcement agency to report a sexual assault. If the crime occurred on UW property, UWPD has jurisdiction on the campus. If the crime occurred off campus, the victim can notify the appropriate local law enforcement agency with jurisdiction at the location of the crime. UWPD will assist the victim in identifying the correct law enforcement agency and will assist the victim in reporting it to that agency.

We know that many student victims do not feel comfortable talking to law enforcement, campus administrators, professors, or advisors. The campus provides training and information to these staff, but if you find yourself unable to seek help from one of the offices listed below, we encourage you to tell a trusted friend or family member. Healing can look different for everyone. Additional services may be available elsewhere in Madison; this is a list of services most commonly accessed by UW–Madison students.

Reporting

Students have the option to notify campus or local law enforcement and will be assisted by campus authorities in their attempts to do so upon request. Reports to law enforcement should be made to the agency that has jurisdiction in which the incident occurred. *Student victims also have the right to NOT notify law enforcement or report the crime if they so choose.*

Offices to whom the crime can be reported:

For criminal reporting, sexual assault can be reported to local law enforcement, including University of Wisconsin Police Department: 608-264-2677.

For campus assistance and investigations of the student code of conduct, sexual assaults can also be reported to the Dean of Students office 608-263-5700.

For investigations of Title IX violations, sexual assault is considered a form of sexual harassment and violation of Title IX and can also be reported to the Office for Equity and Diversity 608-263-2378. More information about sexual harassment and the grievance procedures at UW–Madison can be found at www.oed.wisc.edu/sexual-harassment.

Commonly asked questions:

1. What if I just want talk to someone to get more information?

The Rape Crisis Center (RCC) is a community agency that has a satellite office located on campus. RCC provides free services for survivors of all forms of sexual violence, including medical and legal advocacy, support groups, short-term counseling, and community education. Chimera self-defense classes are available at a low cost and scholarships are available. Students may use either the campus or community office. Their 24 hour hotline can provide general support, access to RCC services (like legal advocacy or counseling), and/ or access to information about reporting options. A support group is offered on campus.

24-hour line: 608-251-RAPE (7273)
www.danecountyrcc.org
info@danecountyrcc.org

Domestic Abuse Intervention Services, (DAIS) Inc. is a community agency that provides services for survivors of dating/ domestic violence, including emergency shelter, legal advocacy, community education, and support groups. Office: 251-1237

24-hour lines: 251-4445 or 800-747- 4045
info@abuseintervention.org
www.abuseintervention.org
 Students may also call UWPd without providing their name if they want more information about their legal options.
www.uwpd.wisc.edu; 264-2677

2. What if I'm looking for emotional support?

The Rape Crisis Center (RCC) provides counseling and a drop-in support group on campus. See above for contact information.

Domestic Abuse Intervention Services, Inc. is a community agency that provides services for survivors of dating/domestic violence, including emergency shelter, legal advocacy, community education,

and support groups. See above for contact information.

University Health Services

Counseling and Consultation Services is the student mental health resource, providing individual and group counseling, crisis intervention, and psychiatric counseling. They offer a 24-hour mental health line for students and short-term counseling by appointment.

24-hour line: 265-5600
www.uhs.wisc.edu

3. Where can I go for a physical exam, STI testing, pregnancy testing, or a follow-up exam?

Meriter Hospital's Sexual Assault Nurse Examiner (SANE) program provides medical and forensic examinations for sexual assault and dating violence victims. This service will provide follow-up medical care and medication to guard against STIs and pregnancy, and collect evidence if the victim wants them to. SANE can coordinate with the Rape Crisis Center to make an advocate available at the time of the exam. Services are available upon request 24 hours a day.

Office: 417- 5916
 202 South Park Street
www.meriter.com/sane

University Health Services Medical

Clinics provide a wide range of medical care services for UW–Madison students, including SANE follow-up exams, pregnancy testing, emergency contraception, STI testing, and STI treatment. Medical personnel in the Women's Clinics are specifically trained to respond to the needs of sexual assault victims who are getting annual exams.

For appointments: 265-5600
www.uhs.wisc.edu

4. What if I'm struggling with my classes because of the stress or because of the perpetrator is in one of my classes?

The Dean of Students Office of the **Division of Student Life** provides assistance to student victims in proving them with information about academic accommodations available to them. You may approach your TA or professor on your own or can work with an Assistant Dean if you want help doing so. Students who seek help from the Dean of Students Office should know that Assistant Deans are required to investigate all known incidents of sexual assault.

Office: 75 Bascom Hall
<http://students.wisc.edu/doso/263-5700>

5. What do I do if I don't feel safe in my residence hall/ dorm/apartment any longer?

University Housing, for students who live in university-owned property, can offer different housing accommodations upon request when it is reasonable to do so. For more information, contact your House Fellow or a professional Housing staff member.

Slichter Hall, 625 Babcock Drive
www.housing.wisc.edu
 262-2522

The Dean of Students Office unit of the **Division of Student Life** can provide you with assistance in working with your landlord if you live in a non-university owned property. See above for contact information.

6. Do I have to report this to law enforcement?

NO. You are under no pressure or obligation to report this crime to law enforcement or any other campus professional. Many victims feel that reporting the crime, or simply disclosing it to another person, helps with healing. Only you can make this decision. You may also choose to report the incident to an Assistant Dean in The Dean of Students Office in order to ask for a campus disciplinary investigation that does not have to involve law enforcement. The Assistant Deans are compelled to investigate all incidents of sexual assault.

7. What can the campus disciplinary process do? How can I get more information?

The Dean of Students Office unit of the **Division of Student Life** provides administration of the student conduct code as indicated by UW System code. You may contact a staff in that office for more information about the investigation process on campus.

8. Will anyone tell my parents or will this appear in my student record?

NO. The university has very specific regulations regarding the protection of your privacy and will not disclose victimization to parents or your academic record. In accordance with the Family Educational Rights and Privacy Act of 1974, as amended (FERPA), staff members in the Dean of Students Office and University Housing may involve a parent if the student's behavior has posed or may continue to pose a significant risk to the health, safety, or well-being of themselves or others,

including suicidal comments and/or attempts.

Reporting Options

For clarity, "reporting" means the formal disclosure of a crime to either local law enforcement or a campus investigating officer (Assistant Dean of Students).
Dean of Students Office
75 Bascom Hall
<http://students.wisc.edu/doso/263-5700>

UW–Madison Police Department (UWPD)
1429 Monroe Street
(608) 264-COPS or 608-264-2677

If you choose to report to law enforcement or the Dean of Students Office, an investigation of the accused will pursue to the extent possible. The Assistant Deans are compelled to investigate all incidents of sexual assault.

If you do choose to report, please note the following:

- The preservation of evidence will strengthen investigations, which may result in a better chance of holding the accused responsible (evidence may include the clothing you were wearing at the time, a record of threatening text messages and e-mails, and bodily fluids); and
- Even if you have showered and changed clothes, you can still file a police report and/or get a medical exam; and
- Campus officials are required to provide you with information and assist you in making contact with law enforcement personnel if you request it; and
- Filing a report will generally involve an interview with law enforcement officer or investigating officer from the Dean of Students Office (or both, if you choose to report to both agencies). With UWPD, you may request a same-gender officer to take your statement.

Campus Disciplinary Procedures

Every member of the University of Wisconsin–Madison community has the right to conduct his or her academic and social life in an environment that is free from threats, danger, harassment, or other disruption.

Chapter UWS 17

The UW System and UW–Madison have policies and procedures to respond to behavior of students that interferes with the life and work of the University and its members. Chapter UWS 17 is a part of the University of Wisconsin Administrative Code and was adopted by the Board of Regents as a set of disciplinary procedures for the University System. It defines conduct by students that may result in University discipline because it causes harm either to another member of the University community or to the University itself. UWS 17 also describes the sanctions which may be imposed and the procedures for carrying out disciplinary actions. Of course, due process for students accused of misconduct is an important part of these procedures. (Note: Academic misconduct is covered in UWS 14. UWS 17 applies to student conduct; faculty and staff are governed by other regulations.)

Nonacademic misconduct policies cover a broad spectrum of conduct involving students':

- ▶ behavior toward other community members,
- ▶ actions on university property, or
- ▶ actions related to a university activity.

A student may be subject to discipline for conduct that is or already has been the subject of a police citation or criminal action. This means that a student ticketed or arrested by law enforcement may also be subject to misconduct proceedings. A student may also be subject to discipline for conduct that is or has already been addressed by a University Housing breach of contract action.

UWS 17 defines prohibited conduct in the following areas:

(Note: See the UWS 17 policies for a complete description of offenses & penalties; see the UWS 17 procedures for campus specific implementation guidelines.)

UWS 17.09 Conduct subject to disciplinary action.

In accordance with s. UWS 17.08, the university may discipline a student for engaging in, attempting to engage in, or assisting others to engage in any of the following types of nonacademic misconduct:

- (1) DANGEROUS CONDUCT. Conduct that endangers or threatens the health or safety of oneself or another person.
- (2) SEXUAL ASSAULT. Conduct defined in s. 940.225, Stats.

- (3) STALKING. Conduct defined in s. 940.32, Stats.
- (4) HARASSMENT. Conduct defined in s. 947.013, Stats.
- (5) HAZING. Conduct defined in s. 948.51, Stats.
- (6) ILLEGAL USE, POSSESSION, MANUFACTURE, OR DISTRIBUTION OF ALCOHOL OR CONTROLLED SUBSTANCES. Use, possession, manufacture, or distribution of alcoholic beverages or of mari-juana, narcotics, or other controlled substances, except as expressly permitted by law or university policy.
- (7) UNAUTHORIZED USE OF OR DAMAGE TO PROPERTY. Unauthorized possession of, use of, moving of, tampering with, damage to, or destruction of university property or the property of others.
- (8) DISRUPTION OF UNIVERSITY-AUTHORIZED ACTIVITIES. Conduct that obstructs or impairs university-run or university-authorized activities, or that interferes with or impedes the ability of a person to participate in university-run or university-authorized activities.
- (9) FORGERY OR FALSIFICATION. Unauthorized possession of or fraudulent creation, alteration, or misuse of any university or other governmental document, record, key, electronic device, or identification.
- (10) MISUSE OF COMPUTING RESOURCES. Conduct that involves any of the following:
 - (a) Failure to comply with laws, license agreements, and contracts governing university computer network, software, and hardware use.
 - (b) Use of university computing resources for unauthorized commercial purposes or personal gain.
 - (c) Failure to protect a personal password or university-authorized account.
 - (d) Breach of computer security, invasion of privacy, or unauthorized access to university computing resources.
- (11) FALSE STATEMENT OR REFUSAL TO COMPLY REGARDING A UNIVERSITY MATTER. Making a knowingly false oral or written statement to any university employee or agent of the university regarding a university matter, or refusal to comply with a reasonable request on a university matter.

- (12) VIOLATION OF CRIMINAL LAW. Conduct that constitutes a criminal offense as defined by state or federal law.
- (13) SERIOUS AND REPEATED VIOLATIONS OF MUNICIPAL LAW. Serious and repeated off-campus violations of municipal law.
- (14) VIOLATION OF CH. UWS 18. Conduct that violates ch. UWS 18, including, but not limited to, provisions regulating fire safety, theft, and dangerous weapons.
- (15) VIOLATION OF UNIVERSITY RULES. Conduct that violates any published university rules, regulations, or policies, including provisions contained in university contracts with students.
- (16) NONCOMPLIANCE WITH DISCIPLINARY SANCTIONS. Conduct that violates a sanction, requirement, or restriction imposed in connection with previous disciplinary action.

UWS 17.10 Disciplinary sanctions.

- (1) The disciplinary sanctions that may be imposed for nonacademic misconduct, in accordance with the procedures of ss. UWS 17.11 to 17.13, are any of the following:
 - (a) A written reprimand.
 - (b) Denial of specified university privileges.
 - (c) Payment of restitution.
 - (d) Educational or service sanctions, including community service.
 - (e) Disciplinary probation.
 - (f) Imposition of reasonable terms and conditions on continued student status.
 - (g) Removal from a course in progress.
 - (h) Enrollment restrictions on a course or program.
 - (i) Suspension.
 - (j) Expulsion.

History: CR 08-099: cr. Register August 2009 No. 644, eff. 9-1-09.

Sexual Assault Victim’s Bill of Rights

Victims are afforded rights by the federal government, the state, and the institution. All students have the right to emotional and physical safety.

Federal law entitles sexual assault victims to the following rights:

- The same opportunity to have others present throughout disciplinary proceedings as the accused.
- Both parties shall be informed of the outcome of any disciplinary proceeding. At no time can a victim be required to keep the outcome confidential.
- Victims have the same rights as the accused to appeal the outcome of a disciplinary proceeding.
- Victims shall be informed of their options to notify law enforcement.
- Victims shall be notified of existing resources for counseling, mental health, health, victim -advocacy, and legal assistance.
- Victims shall be notified of options for changing academic, transportation, work, and living situations.
- Victims can obtain a free forensic exam from a Sexual Assault Nurse Examiner (SANE) without filing a police report or involving the police in any way. Other hospital charges may apply.

Wisconsin State Law outlines the following:

- UWS Chapter 17 outlines the campus disciplinary process. Students have the right to know the range of sanctions the institution can impose on the accused [UWS 17.10(1)], which include the following: written reprimand; denial of specified university privileges; imposition of reasonable terms and conditions on continued student status; restitution; removal of the student from the course in progress; disciplinary probation; suspension; and expulsion. Full text of this UWS 17 can found online here: <http://www.legis.state.wi.us/rsb/code/uws/uws017.pdf>
- Victims have the right to know that any disclosure of a sexual assault made to a university employee can result in a report (name withheld) as an annual crime statistic
- Student victims have the right to decide whether or not to sign a

release of information form/confidentiality waiver. A confidentiality waiver allows campus units and community victim services agencies to communicate with one another about the case files.

- Students have the right to receive information about sexual assault on an annual basis per Wisconsin State Statute 36.11(22)

Additionally, the institution is committed to ensuring that victims are afforded the following:

- The right to a victim advocate of their choosing. (For additional information and resources about victim advocacy, contact the Rape Crisis Center: 608-251-7273.)
- The right to access STI testing and treatment, emergency contraception, and pregnancy testing.
- The right to be informed of and have access to medical, mental health, crisis response, legal, forensic, campus disciplinary, and/or victim advocacy services.
- The right to not be punished for underage drinking if reporting a sexual assault or other crime per UW–Madison’s Responsible Action Guidelines. "In those cases where a student has been a victim of sexual assault and/or a violent crime while under the influence of alcohol, neither the Dean of Students, University Housing nor UW–Madison Police will pursue disciplinary actions against the student victim (or against a witness) for his or her improper use of alcohol (e.g., underage drinking). A student victim who is under the influence of alcohol at the time of a sexual assault is entitled to university and community assistance and encouraged to seek help." For more information, http://students.wisc.edu/alcoholinfo/resp_action_guide.html
- the right to have options for offering their testimony in a campus disciplinary hearing, including via phone or with a room partition.

Campus Crime Statistics

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act requires the distribution of an annual security report to all current faculty, staff, and students and notice of its availability to prospective students, faculty, and staff. The annual security 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 the University of Wisconsin–Madison, and on public property within, or immediately adjacent to, and accessible from, the campus. In addition to the statistics compiled by UWPD, Dean of Student’s Office, University Housing and Madison Police, additional information regarding institutional policies is relayed. Information such as general crime prevention and safety tips, specific safety and security measure used on UW–Madison’s campus, how we communicate about campus crimes, violence prevention initiatives, and alcohol and drug report are addressed. A copy of this report is disseminated to faculty, staff, and students in an e-mail sent in early October of each fall semester. Crimes are defined by definitions provided by the FBI Uniformed Crime Reporting Handbook, except for sex offenses which are defined by the National Incident Based Reporting System Handbook.

2012 Campus Crime Statistics

	On-Campus	University Residence Halls	Non-Campus Property	Public Adjacent Property
Murder/non-negligent manslaughter	0	0	0	0
Forcible sex offenses	15	11	8	0
Nonforcible sex offenses	0	0	0	0
Statutory	0	0	0	0
Incest	0	0	0	0
Robbery	2	0	0	0
Aggravated assault	2	1	0	0
Burglary	33	9	1	0
Motor vehicle theft	1	0	0	0
Negligent manslaughter	0	0	0	0
Arson	0	0	0	0
Hate crimes	0	0	0	0
Liquor law violations – Arrests	616	250	6	110
Liquor law violations – University disciplinary referrals	1879	1689	2	37
Drug law violations – Arrests	72	23	6	8
Drug law violations – University disciplinary referrals	322	297	0	1
Weapons possessions – Arrests	1	0	0	2
Weapons possession – University disciplinary referrals	1	0	0	0

2011 Campus Crime Statistics

	On-Campus	University Residence Halls	Non- Campus Property	Public Adjacent Property
Murder/non-negligent manslaughter	0	0	0	0
Forcible sex offenses	24	13	0	0
Nonforcible sex offenses	0	0	0	0
Statutory	0	0	0	0
Incest	0	0	0	0
Robbery	2	0	0	5
Aggravated assault	3	0	0	18
Burglary	32	4	0	0
Motor vehicle theft	3	0	0	10
Negligent manslaughter	0	1	0	0
Arson	1	1	0	3
Hate crimes	0	0	0	0
Liquor law violations – Arrests	623	310	3	351
Liquor law violations – disciplinary referrals	1,120	1,005	0	0
Drug law violations – Arrests	63	12	0	28
Drug law violations – disciplinary referrals	185	176	0	0
Weapons possessions – Arrests	2	0	0	3
Weapons possession – disciplinary referrals	0	0	0	0

2010 Campus Crime Statistics

	On-Campus	University Residence Halls	Non- Campus Property	Public Adjacent Property
Murder/non-negligent manslaughter	0	0	0	0
Forcible sex offenses	9	7	0	0
Nonforcible sex offenses	0	0	0	0
Statutory	0	0	0	0
Incest	0	0	0	0
Sex offenses reported to the Dean of Students Office	13	8	0	0
Robbery	3	0	0	4
Aggravated assault	0	0	0	12
Burglary	57	6	0	0
Motor vehicle theft	9	0	0	10
Negligent manslaughter	0	0	0	0
Arson	3	0	0	5
Hate crimes	0	0	0	0
Liquor law violations – Arrests	630	279	0	344
Liquor law violations – disciplinary referrals	1,107	501	0	0
Drug law violations – Arrests	53	27	0	22
Drug law violations – disciplinary referrals	189	93	0	1
Weapons possessions – Arrests	4	1	0	2
Weapons possession – disciplinary referrals	4	1	0	0

University Policies and State Laws

Sexual Assault and Sexual Harassment

Wisconsin statutes recognize that sexual assault, sexual exploitation by a therapist and harassment are serious criminal offenses. It is important for all members of the university to understand how these offenses are defined in law, and to be aware of the penalties. Excerpted below are the definitions and penalties of sexual assault. The law defines the words consent, sexual contact, and sexual intercourse. *Consent* means words or overt actions by a person indicating a freely given agreement to have sexual intercourse or sexual contact. A person under 16 years of age is incapable of consent as a matter of law. Teens 16 and 17 years old can legally consent to sexual contact; however, they are deemed incapable of consenting to sexual intercourse as a matter of law. People who have a mental illness or deficiency, and people who are unconscious or physically unable to communicate, are assumed to be incapable of consent, but that assumption can be challenged in court. Marriage is not a bar to prosecution for sexual assault. A person may be prosecuted for assaulting his or her spouse. *Sexual contact* is defined as any intentional touching of the intimate parts of a person, either directly or through clothing, by any body part or by an object, if that intentional touching is for the purpose of sexually degrading or humiliating the victim, or for the sexual arousal or gratification of the assailant, or if the intentional touching contains the elements of actual or attempted battery. *Sexual intercourse* includes any intrusion, however slight, into another person's genital or anal openings by any object or part of another person's body, or oral-genital contact.

Under another statute, Wisconsin delineates guidelines for the use of evidence in court. Wisconsin State statute 972.11 prohibits the use in court of evidence of the victim's past sexual conduct. There are three exceptions to this. The judge may allow evidence of the victim's past conduct with the assailant; evidence that could show the source or origin of semen, pregnancy or disease; or evidence of prior untruthful allegations of sexual assault made by the victim. Recent revisions in the law have allowed for further exceptions to be made at the judge's discretion.

WIS. STAT. 940.225: SEXUAL ASSAULT

First Degree Sexual Assault

Whoever does any of the following is guilty of a Class B felony: A person who commits first degree sexual assault can be imprisoned for up to 40 years.

- ▶ Has sexual contact or sexual intercourse with another person without consent of that person and causes pregnancy or great bodily harm to that person.
- ▶ Has sexual contact or sexual intercourse with another person without consent of that person by use or threat of use of a dangerous weapon or any article used or fashioned in a manner to lead the victim to reasonably believe it to be a dangerous weapon.
- ▶ Is aided or abetted by one or more other persons and has sexual contact or sexual intercourse with another person without consent of that person by use or threat of force or violence.

Second Degree Sexual Assault

Whoever does any of the following is guilty of a Class C felony: The penalty for second degree sexual assault is a fine of up to \$10,000 and/or imprisonment for up to 20 years.

- ▶ Has sexual contact or sexual intercourse with another person without consent of that person by use or threat of force or violence.
- ▶ Has sexual contact or sexual intercourse with another person without consent of that person and causes injury, illness, disease or impairment of a sexual or reproductive organ, or mental anguish requiring psychiatric care for the victim.
- ▶ Has sexual contact or sexual intercourse with another person who suffers from mental illness or deficiency which renders that person temporarily or permanently incapable of appraising the person's conduct, and the defendant knows of such condition.
- ▶ Has sexual contact or sexual intercourse with another person who the defendant knows is unconscious.
- ▶ Is aided or abetted by one or more other persons and has sexual contact or sexual intercourse with another person without consent of that person.

Third Degree Sexual Assault

Whoever has sexual intercourse with a person without consent of that person is guilty of a Class D felony. A person who commits third degree sexual assault can be fined not more than \$10,000 and/or imprisoned not more than 5 years.

Fourth Degree Sexual Assault

Whoever has sexual contact with a person without the consent of that person is guilty of a Class A misdemeanor. A person who commits fourth degree sexual assault can be fined up to \$10,000 and/or imprisoned for up to 9 months in the county jail.

Rights of Victims & Alleged Assailants of Sexual Assault

36.11(22)(1)(c) Wis. Stats.

- ▶ The right of the victim/survivor and alleged assailant to have the same opportunity to have one representative accompany them in a University disciplinary hearing.
- ▶ The right of the victim/survivor and alleged assailant to be informed of the outcome of any disciplinary hearing involving sexual assault.
- ▶ The right of the victim/survivor and alleged assailant right to appeal the outcome of a formal disciplinary hearing.

Rights of Victims/Survivors of Sexual Assault and Sexual Harassment

Victims/survivors shall be informed of their options to notify proper law enforcement authorities, including on-campus and local police, and the option to be assisted by campus authorities in notifying such authorities, if the victim/survivor chooses.

Victims/survivors shall be notified of available counseling, mental health or student services for victims of sexual assault, both on campus and in the community.

Notification to victims/survivors of and options for, and available assistance in, changing academic and living situations after an alleged sexual assault incident, if so requested by the victim/survivor and if such changes are reasonably available.

In addition to the above, Chap. 950 Wis. Stats., provides a victim's bill of rights, 950.01 Legislative intent. In recognition of the civic and moral duty of victims and witnesses of crime to

fully and voluntarily cooperate with law enforcement and prosecutorial agencies, and in further recognition of the continuing importance of such citizen cooperation to state and local law enforcement efforts and the general effectiveness and well-being of the criminal justice system of this state, the legislature declares its intent, in this chapter, to ensure that all victims and witnesses of crime are treated with dignity, respect, courtesy and sensitivity; and that the rights extended in this chapter to victims and witnesses of crime are honored and protected by law enforcement agencies, prosecutors and judges in a manner no less vigorous than the protections afforded criminal defendants. For more details on Wis. Stats Chap. 950 go to: <http://folio.legis.state.wi.us/>

Definitions and Penalties for Sexual Harassment

36.11(22)(1)(a)Wis. Stats.

University policy as well as state and federal law prohibit sexual harassment. Some acts may constitute both assault and sexual harassment. Unwelcome sexual advances, requests for sexual favors, and verbal or physical conduct of a sexual nature constitute sexual harassment when:

- ▶ Submission to such conduct is a condition of employment, academic progress, or participation in a university program;
- ▶ Submission to or rejection of such conduct influences employment, academic or university program decisions; or
- ▶ The conduct interferes with an employee's work or a student's academic career, or creates an intimidating, hostile, or offensive work, learning or program environment.

Sexual Harassment

Tangible Action or Quid Pro Quo (This for That) Sexual Harassment

Occurs when employment or academic decisions resulting in a significant change in status are based on an employee or student's submission to or rejection of unwelcome verbal or physical sexual conduct.

Hostile Environment Sexual Harassment Occurs when verbal, non-verbal and/or physical conduct is:

1. Sexual and/or based on gender
2. Unwelcome, and

3. Sufficiently severe and pervasive to interfere with a person's work, learning, or program performance or to create a hostile, intimidating or offensive environment. The determination of sexual harassment is made on a case-by-case basis looking at the whole record, including the circumstances (such as the nature of the sexual advances) and the context in which the alleged incidents occurred. Some behaviors, which may be acceptable in certain contexts, are inappropriate in the workplace or classroom, particularly if an objection is expressed. Key points about sexual harassment include:

- ▶ Differences in power or status can be a significant component in sexual harassment. A person who seems to acquiesce to sexual conduct may still experience tangible action harassment or hostile environment harassment if the conduct is unwelcome.
- ▶ Harassment can occur between men and women or between members of the same gender.
- ▶ Sexual harassment may or may not involve a tangible injury (e.g., economic loss, lowered grades). A sexually harassing environment, in and of itself, may constitute a harm.
- ▶ Sexual harassment must be addressed and corrected regardless of the position or status of the harasser or the person being harassed.
- ▶ Conduct is not always offensive or unwelcome to the same degree when perceived by different people. Courts use a "reasonable person" standard to determine whether the contested behavior constitutes sexual harassment.
- ▶ In an academic or program setting, offenders can be faculty, instructors, lecturers, teaching assistants, coaches, tutors, or even fellow students or program participants. In the workplace, offenders can be supervisors, co-workers, or non-employees such as vendors or customers. Extensive information on the sexual harassment policy and procedures on campus: <http://www.oed.wisc.edu/sexualharassment/>.

Services on Campus and in the Community to Assist Victims of Sexual Harassment

The campus has a network of people trained to assist with concerns about sexual harassment. You should feel free to contact any one of them (listed below). Call 911 immediately if your safety is at risk. If assault is involved, you may contact the University Police, the Division of Student Life, or another resource listed below.

The University of Wisconsin-Madison is committed to preventing sexual harassment and will take prompt and appropriate corrective action whenever it learns that sexual harassment has occurred. You are encouraged to report incidents or concerns to your supervisor, manager, department chair, director, or dean for appropriate action and resolution. Sexual harassment (and other prohibited harassment or discrimination) also may be reported to the Office for Equity & Diversity, or to any of the campus administrative offices identified on the Sexual Harassment Information & Resources website: www.oed.wisc.edu/sexualharassment/resource.html

Office for Equity and Diversity

The OED is available to receive complaints of sexual harassment and other forms of discrimination or prohibited harassment when the allegation is of misconduct by a university employee. If the allegation is against a student, the OED will refer the matter to Student Assistance & Judicial Affairs. While many persons prefer have their concern addressed at the departmental level, the university also provides an option for complaint reporting, investigation and/or resolution through the OED. The OED will conduct prompt, thorough and impartial investigations when formal complaints are filed. If informal resolution is an appropriate alternative, the OED will work with individuals to facilitate a resolution that assures that sexual harassment is corrected and recurrence prevented. For more information on the OED's complaint procedures, see: www.oed.wisc.edu

Resources

Office for Equity and Diversity

179A Bascom Hall 263-2378

www.oed.wisc.edu

Luis Piñero, Assistant Vice Provost/Director,

Title IX Coordinator
Stephen M. Appell, Special Assistant to the
Provost, Complaint Investigator

Administrative Legal Services

361 Bascom Hall, 263–7400
Raymond P. Taffora
Vice Chancellor for Legal Services

Office of the Provost

150 Bascom Hall, 262–1304
Eden Inoway-Ronnie, Executive Assistant to
the Provost: <http://www.provost.wisc.edu/>

Employee Assistance Office

526 Lowell Hall, 610 Langdon Street
263–2987: Sherri Ray, Interim Director
eao.wisc.edu

Dean of Students Office

70 Bascom Hall, 263–5700
www.wisc.edu/students/doso

University of Wisconsin Police Department

1429 Monroe Street, 262–2957 (24 hours)
265–9558
www.uwupd.wisc.edu

University Health Services

608-265–5600, www.uhs.wisc.edu
UHS is the campus health clinic for all regis-
tered students:

- ▶ **Medical Services:** 333 E. Campus Mall
- ▶ **Counseling & Consultation Services:**
333 E. Campus Mall 608-265–5600
(business hours and after-hours crisis
line): Greta Guenther, Counselor [http://
www.uhs.wisc.edu/home.jsp?cat_id=36](http://www.uhs.wisc.edu/home.jsp?cat_id=36)

Campus Women's Center (a student orga-
nization offering information and referrals):
Memorial Union 4th floor, 800 Langdon
Street, 608-262–8093

PROTECTIVE BEHAVIORS 36.11(22)(1)(d) Wis. Stats.

If You Are Concerned About Possible Sexual Harassment

- ▶ We encourage early contact—consulta-
tion is not escalation. Timely discussion
of people's concerns may allow resolu-
tion before alternatives become limited.
The university will protect confidential-
ity to the extent possible under the law.
- ▶ Seek advice. Consult with your depart-
ment chair, another divisional resource
person, OED or another campus resource
(listed above) to discuss options for
resolution.
- ▶ Consider informing the individual(s)
involved that the conduct is unwelcome
and that you expect it to stop.

- ▶ Keep notes of what happened, when,
where, and who was present. Retain
copies of any correspondence.
- ▶ You may find it helpful to seek support
from a trusted colleague. Be aware of
your interest in keeping the matter as
confidential as possible.

If You Are Accused of Sexual Harassment

- ▶ Early consultation may help avoid claims
of retaliation and facilitate resolution of
the situation.
- ▶ You will be informed of any complaint
filed against you and provided with an
opportunity to respond to the specific
allegations.
- ▶ You should contact the OED or another
campus resource (listed above).
- ▶ You may choose to seek private legal
advice.
- ▶ Be honest when questioned about
alleged conduct and explain its context.

If You Are in a Position of Authority

*(E.g., Principal Investigator, Manager/
Supervisor, Department Chair/Director,
Dean)*

- ▶ Sexual harassment can arise in a healthy
environment but it often develops in
negative climates. If you have concerns
about the climate in your area, consult
with one of the resources listed above
to learn about proactive measures to
improve the climate for all individuals.
- ▶ Distribute the Prohibited Harassment
Policy to new faculty and staff and to all
employees periodically and when there
are modifications to the policy.
- ▶ Periodically remind employees of
your expectation that they maintain a
harassment free environment. Provide
resources (e.g., this document, a link to
the sexual harassment Web site).
- ▶ Schedule Sexual Harassment
Informational Sessions and promote
attendance by all department members.
- ▶ Encourage employees and students to
come forward with questions, concerns,
and allegations. Avoid discouraging
persons from "going outside the depart-
ment with problems." (A person may
not be comfortable reporting within
the department and may not seek help
if the department's culture discourages
outside assistance.)

- ▶ Take every complaint seriously and
ensure that others do as well. Ensure
that your department appropriately
addresses all complaints. If you have
questions about the scope of your
responsibility, contact OED or another
campus resource.
- ▶ Keep allegations confidential except on
a "need to know" basis.
- ▶ Ensure that no retaliation occurs against
the person making the allegations and
that the person charged with harass-
ment is not assumed guilty and/or
disciplined on the basis of allegations.
- ▶ For the protection of both parties,
comply with all applicable university
procedures and ensure that your
department fully cooperates with any
investigation.

If You Are Approached by a Colleague or Peer

Listen to the allegation of harassment
sympathetically but objectively.

Sexual Assault And Sexual Harassment

- ▶ Encourage the individual to contact
someone who can explain alterna-
tives available to resolve the situation
(a Sexual Harassment Contact Person,
department chair or other divisional
resource, the OED, or other campus
resources listed above).
- ▶ If requested, and if you are comfortable
doing so, assist the individual in report-
ing the behavior.
- ▶ Keep allegations confidential, except as
necessary to cooperate with appropriate
university officials.

OTHER DEFINITIONS AND PENALTIES 36.11(22)(1)(a) Wis. Stats.

Sexual Harassment (In Employment) 111.32(13) Wis. Stats.

"Sexual harassment" means unwelcome
sexual advances, unwelcome requests for
sexual favors, unwelcome physical contact
of a sexual nature or unwelcome verbal or
physical conduct of a sexual nature.

“Sexual harassment” includes conduct directed by a person at another person of the same or opposite gender.

“Unwelcome verbal or physical conduct of a sexual nature” includes but is not limited to the deliberate, repeated making of unsolicited gestures or comments of a sexual nature; the deliberate, repeated display of offensive sexually graphic materials which is not necessary for business purposes; or deliberate verbal or physical conduct of a sexual nature, whether or not repeated, that is sufficiently severe to interfere substantially with an employee’s work performance or to create an intimidating, hostile or offensive work environment.

Harassment

947.013 Wis. Stats.

947.013(1)(a)

“Course of conduct” means a pattern of conduct composed of a series of acts over a period of time, however short, evidencing a continuity of purpose.

947.013(1)(b)

“Credible threat” means a threat made with the intent and apparent ability to carry out the threat.

947.013(1)(c)

“Personally identifiable information” has the meaning given in s. 19.62 (5).

947.013(1)(d)

“Record” has the meaning given in s. 19.32 (2).

947.013(1)(1m)

947.013(1m)(a)

Strikes, shoves, kicks or otherwise subjects the person to physical contact or attempts or threatens to do the same.

947.013(1m)(b)

Engages in a course of conduct or repeatedly commits acts which harass or intimidate the person and which serve no legitimate purpose.

947.013(1r)

Whoever violates sub. (1m) under all of the following circumstances is guilty of a Class A misdemeanor:

947.013(1r)(a)

The act is accompanied by a credible threat that places the victim in reasonable fear of death or great bodily harm.

947.013(1r)(b)

The act occurs while the actor is subject to an order or injunction under s. 813.12, 813.122 or 813.125 that prohibits or limits his or her contact with the victim.

947.013(1t)

Whoever violates sub. (1r) is guilty of a Class E felony if the person has a prior conviction under this subsection or sub. (1r), (1v) or (1x) or s. 940.32 (2), (2m), (3) or (3m) involving the same victim and the present violation occurs within 7 years of the prior conviction.

947.013(1v)

Whoever violates sub. (1r) is guilty of a Class D felony if he or she intentionally gains access to a record in electronic format that contains personally identifiable information regarding the victim in order to facilitate the violation under sub. (1r). 947.013(1x) Whoever violates sub. (1r) under all of the following circumstances is guilty of a Class D felony:

947.013(1x)(a) (a)

The person has a prior conviction under sub. (1r), (1t) or (1v) or this subsection or s. 940.32 (2), (2m), (3) or (3m). 947.013(1x)(b) (b) The person intentionally gains access to a record in order to facilitate the current violation under sub. (1r). 947.013(2) (2) This section does not prohibit any person from participating in lawful conduct in labor disputes under s. 103.53.

Sexual Exploitation by a Therapist 940.22 Wis Stats 940.22(2)

Sexual exploitation by therapist; duty to report. (2) Sexual contact prohibited. Any person who is or who holds himself or herself out to be a therapist and who intentionally has sexual contact with a patient or client during any ongoing therapist-patient or therapist-client relationship, regardless of whether it occurs during any treatment, consultation, interview or examination, is guilty of a Class C felony. Consent is not an issue in an action under this subsection. 940.22(3) Reports of sexual contact. 940.22(3)(a) If a therapist has reasonable cause to suspect that a patient or client he or she has seen in the course of professional duties is a victim of sexual contact by another therapist or a person who holds himself or herself out to be a therapist in violation of sub. (2), as soon thereafter as practicable the therapist shall ask the patient or client if he or she wants the therapist to make a report under this subsection.

The therapist shall explain that the report need not identify the patient or client as the victim. If the patient or client wants the therapist to make the report, the patient or client shall provide the therapist with a written consent to the report and shall specify whether the patient’s or client’s identity will be included in the report.”

University Misconduct Policies and Procedures

Every member of the University of Wisconsin–Madison community has the right to conduct his or her academic and social life in an environment that is free from threats, danger, harassment, or other disruption.

Chapter UWS 17

The UW System and UW–Madison have policies and procedures to respond to behavior of students that interferes with the life and work of the University and its members. Chapter UWS 17 is a part of the University of Wisconsin Administrative Code and was adopted by the Board of Regents as a set of disciplinary procedures for the University System. It defines conduct by students that may result in University discipline because it causes harm either to another member of the University community or to the University itself. UWS 17 also describes the sanctions which may be imposed and the procedures for carrying out disciplinary actions. Of course, due process for students accused of misconduct is an important part of these procedures. (Note: Academic misconduct is covered in UWS 14. UWS 17 applies to student conduct; faculty and staff are governed by other regulations.)

Nonacademic misconduct policies cover a broad spectrum of conduct involving students’:

- ▶ behavior toward other community members,
- ▶ actions on university property, or
- ▶ actions related to a university activity.

A student may be subject to discipline for conduct that is or already has been the subject of a police citation or criminal action. This means that a student ticketed or arrested by law enforcement may also be subject to misconduct proceedings. A student may also be subject to discipline for conduct that is or has already been addressed by a University Housing breach of contract action.

UWS 17 defines prohibited conduct in the following areas:

(Note: See the UWS 17 policies for a complete description of offenses & penalties; see the UWS 17 procedures for campus specific implementation guidelines.)

UWS 17.09 Conduct subject to disciplinary action.

In accordance with s. UWS 17.08, the university may discipline a student for engaging in, attempting to engage in, or assisting others to engage in any of the following types of nonacademic misconduct:

- (1) DANGEROUS CONDUCT. Conduct that endangers or threatens the health or safety of oneself or another person.
- (2) SEXUAL ASSAULT. Conduct defined in s. 940.225, Stats.
- (3) STALKING. Conduct defined in s. 940.32, Stats.
- (4) HARASSMENT. Conduct defined in s. 947.013, Stats.
- (5) HAZING. Conduct defined in s. 948.51, Stats.
- (6) ILLEGAL USE, POSSESSION, MANUFACTURE, OR DISTRIBUTION OF ALCOHOL OR CONTROLLED SUBSTANCES. Use, possession, manufacture, or distribution of alcoholic beverages or of marijuana, narcotics, or other controlled substances, except as expressly permitted by law or university policy.
- (7) UNAUTHORIZED USE OF OR DAMAGE TO PROPERTY. Unauthorized possession of, use of, moving of, tampering with, damage to, or destruction of university property or the property of others.
- (8) DISRUPTION OF UNIVERSITY-AUTHORIZED ACTIVITIES. Conduct that obstructs or impairs university-run or university-authorized activities, or that interferes with or impedes the ability of a person to participate in university-run or university-authorized activities.
- (9) FORGERY OR FALSIFICATION. Unauthorized possession of or fraudulent creation, alteration, or misuse of any university or other governmental document, record, key, electronic device, or identification.
- (10) MISUSE OF COMPUTING RESOURCES. Conduct that involves any of the following:
 - (a) Failure to comply with laws, license agreements, and contracts governing university computer network, software, and hardware use.

- (b) Use of university computing resources for unauthorized commercial purposes or personal gain.
 - (c) Failure to protect a personal password or university-authorized account.
 - (d) Breach of computer security, invasion of privacy, or unauthorized access to university computing resources.
- (11) FALSE STATEMENT OR REFUSAL TO COMPLY REGARDING A UNIVERSITY MATTER. Making a knowingly false oral or written statement to any university employee or agent of the university regarding a university matter, or refusal to comply with a reasonable request on a university matter.
 - (12) VIOLATION OF CRIMINAL LAW. Conduct that constitutes a criminal offense as defined by state or federal law.
 - (13) SERIOUS AND REPEATED VIOLATIONS OF MUNICIPAL LAW. Serious and repeated off-campus violations of municipal law.
 - (14) VIOLATION OF CH. UWS 18. Conduct that violates ch. UWS 18, including, but not limited to, provisions regulating fire safety, theft, and dangerous weapons.
 - (15) VIOLATION OF UNIVERSITY RULES. Conduct that violates any published university rules, regulations, or policies, including provisions contained in university contracts with students.
 - (16) NONCOMPLIANCE WITH DISCIPLINARY SANCTIONS. Conduct that violates a sanction, requirement, or restriction imposed in connection with previous disciplinary action.

UWS 17.10 Disciplinary sanctions.

- (1) The disciplinary sanctions that may be imposed for nonacademic misconduct, in accordance with the procedures of ss. UWS 17.11 to 17.13, are any of the following:
 - (a) A written reprimand.
 - (b) Denial of specified university privileges.
 - (c) Payment of restitution.
 - (d) Educational or service sanctions, including community service.
 - (e) Disciplinary probation.
 - (f) Imposition of reasonable terms and conditions on continued student status.
 - (g) Removal from a course in progress.
 - (h) Enrollment restrictions on a course or program.
 - (i) Suspension.
 - (j) Expulsion.

History: CR 08-099: cr. Register August 2009 No. 644, eff. 9-1-09.

The Disciplinary Process

If a report is received alleging that a student has engaged in conduct which is in violation of UWS 17, an Investigating Officer will investigate the matter. The student will be invited to meet with the investigating officer in an informal meeting. The purpose of that meeting is to hear any statements the student wishes to make and to answer questions about the procedures. The student may be accompanied by a person of his/her choosing at the meeting. If the student lives in University Housing and the alleged misconduct occurred in a University-owned residence hall, a University Housing staff person might serve as an Investigating Officer. Otherwise, a staff member from the Dean of Students Office will serve as an Investigating Officer.

If it appears that misconduct has occurred, the Investigating Officer will prepare a report describing the misconduct and the sanction he or she believes is warranted.

The Right to a Hearing

If the Investigating Office determines that misconduct occurred, the student has the right to a formal hearing to contest the decision that the student engaged in misconduct, the disciplinary action imposed, or both. The hearing may be available at the student's request or may be scheduled automatically, depending on the sanction imposed. When the discipline imposed is less severe, the student may request a hearing by submitting a written notice within 10 calendar days after the finding of misconduct. In cases where the discipline imposed includes suspension or expulsion, UWS 17 provides for the hearing to be scheduled automatically unless the student waives the right to the hearing in writing.

Hearings are conducted either by a hearing committee or by a hearing examiner, at the student's choice. Separate academic and nonacademic misconduct hearing committees are appointed by the chancellor and include faculty, academic staff, and student members. The committee for a specific case is composed of at least three members with at least one student member. A hearing examiner is appointed by the chancellor from the faculty or academic staff. A hearing examiner or hearing committee conduct hearings in the same manner and under the same policies and procedures.

In any hearing (whether by student election or automatically scheduled) the student maintains:

- ▶ the right to have a representative present on his/her behalf, including the right to be advised by counsel at his/her own expense;
- ▶ the right to question witnesses;
- ▶ and the right to obtain a transcript of the proceedings at his/her own expense.

Can I Make a Report?

If you are being harassed, threatened or harmed by a student, or if you observe conduct which you believe may be in violation of university rules, you are encouraged to contact the Dean of Students Office in 70 Bascom Hall (263–5700). Staff will then review with you which disciplinary procedures might apply, as well as other avenues for solving problems or taking action.

***Note:** UWS 17 covers nonacademic student misconduct. Faculty and staff are subject to other university policies and procedures. The policies and procedures for student academic misconduct are

contained in UWS 14. Chapter UWS 17 and Chapter UWS 14 are available online at: <http://www.students.wisc.edu/doso/docs/UWS17.pdf> and <http://www.students.wisc.edu/doso/docs/UWS14.pdf>, respectively

Chapter UWS 18

Chapter UWS 18 provides the UW System statutes for all behavior on university property. Regulations address topics ranging from traffic rules and criminal behavior to ticket scalping and distribution of political materials.

Students who allegedly violate a code in UWS 18 are subject to the disciplinary process in UWS 17.

Chapter UWS 18 is available online at: <http://www.wisc.edu/students/doso/docs/UWS18.pdf>

Links to Relevant Wisconsin State Statutes

The following Wisconsin State Statutes are linked to the Revisor of Statutes Bureau www.legis.state.wi.us/rsb/stats.html; search under Folio Format by entering the statute number (i.e. 940.225 or 36.12).

- 36.12 Student discrimination prohibited
- 947.013 Harassment
- 940.225 Sexual assault
- 940.22 Sexual exploitation by therapist; duty to report
- 948.02 Sexual assault of a child
- 948.025 Engaging in repeated acts of sexual assault of the same child
- 939.50 Classification of felonies
- 939.51 Classification of misdemeanors
- 939.52 Classification of forfeitures
- 950.04 Basic bill of rights for victims and witnesses
- 950.055 Child victims and witnesses; rights and services

Appendix 1

State Report on Sexual Assault as required by the State of Wisconsin (Wisconsin State Statute 36.11(22)(1)(a))

2012 Narrative Report to UW System

as required by Wis. Stat. §36.11(22)

Programming and Services on Sexual Assault/Harassment Prevention, Education, and Victim Assistance

UW System Institution:

University of Wisconsin–Madison
Person completing this report:
Tonya Schmidt

Title: Assistant Dean of Students
Email: tschmidt@studentlife.wisc.edu
Telephone: 608-263-5700
Date: 02/28/13

INSTRUCTIONS:

Please type in this electronic document to respond to the following questions and submit via email to agoodwin@uwsa.edu by February 28, 2013.

1. Provide a description of the method used to annually distribute the required information, as described in Wis.Stat. §36.11(22) (1) (a-d), to all new and continuing students electronically or in printed format.

During the Student Orientation and Registration (SOAR) experience, first-year students participate in an evening program with New Student Leaders and discuss the definition of sexual assault and consent, resources available and the importance of completing the online video tutorial "Tonight." "Tonight" addresses sexual assault, dating violence and consent by empowering students to make decisions that will keep them safe and help them in difficult situations, including ideas for bystander intervention approaches.

Parents are provided with information about sexual assault, consent, and resources for victims as part of their orientation to campus through a Health and Safety presentation at SOAR. The session is facilitated by University Health

Services and University of Wisconsin Police Department staff.

Information about sexual assault and resources is printed in orientation and welcome week materials. In addition, new students and transfer students are provided with an academic planner that includes additional information on sexual assault and resources. Further information about sexual assault is available via the Clery annual security report, which is distributed each fall via e-mail and located in prominent places on multiple University websites including www.students.wisc.edu and www.safeu.wisc.edu.

2. Provide an explanation how the chosen methods ensure that all new and continuing students annually receive the required information. Wis.Stat. §36.11(22) (2).

The attendance rate at orientation is 99.9+%, and the health and safety planner is distributed during check-in process, ensuring that all who attend students are given a copy. The information is also referenced verbally during the program. All students and employees are issued a university e-mail account to which the annual campus security report is distributed per the federal Clery Act. This report is available through the www.safeu.wisc.edu, the campus safety website. Since students are more inclined to use electronic media, UW–Madison also utilizes e-mail, websites, and social media outlets such as Twitter and Facebook to communicate.

3. Provide a summary of the format, focus, goals, and size of the orientation programming which includes the required oral and written information to new students, as described in Wis. Stat. §36.11(22) (1) (a-d).

New freshmen and transfer students attended an orientation session prior to attending fall and spring semester courses. Approximately 150–180 students (and their

parents) attend each of these sessions. The primary focus of these programs is academic advising and course enrollment, however; other introductory information regarding sexual assault and campus safety is shared in print and during presentations.

4. Describe two or three best examples of institutional initiatives, programs or services which assist student victims of sexual violence. The description should include the impact, benefit, or significant innovation of these highlighted programs.

A. Campus partnership with community-based victim advocacy agency Rape Crisis Center

As national research repeatedly demonstrates, many college student victims of sexual assault are reluctant to seek help from institutions of higher education, UW–Madison has a long-standing relationship with the Rape Crisis Center, a local non-profit, to provide free, confidential counseling and advocacy services to victims of sexual assault and their friends and family. The Rape Crisis Center has an office located centrally on campus in next to University Health Services (333 East Campus Mall, Room 7901), and provides free and confidential individual counseling, support groups on campus, and legal and medical advocacy which can be accessed through the Center's 24-hour crisis line. The Rape Crisis Center receives partial funding for these services via a contract with the Associated Students of Madison (UW–Madison's student government). Additionally, the institution supports the partnership with the Rape Crisis Center through the contribution of a rent-free office space.

B. Campus Partnership with community-based victim advocacy agency Domestic Abuse Intervention

Services

Since many victims of stalking and domestic violence also experience sexual assault, UW–Madison has made efforts to ensure that victims reaching out for help from community agency Domestic Abuse Intervention Services are able to meet with a victim advocate at a campus location. UW–Madison has two locations available for DAIS advocates to utilize when meeting with student victims who access their services via the DAIS 24-hour crisis line for safety planning, legal advocacy, or more information.

5. Describe two or three best examples of ways the institution offers education or training in sexual assault prevention and protective behaviors, and the impact, benefit or significant innovation of these highlighted programs.

A. First Year Sexual Assault

Prevention program, "Tonight"

In Fall 2011, UW–Madison's Division of Student Life and University Health Services utilized an online educational program to incoming undergraduate students designed to prevent sexual assault perpetration, empower bystanders to intervene in unsafe situations, and empower students with skills to use when faced with a sexual aggressor. This video program was distributed to students prior to their arrival on campus, and e-mail reminders were sent through the first semester on a regular basis. "Tonight" was developed in partnership with students and student organizations, and produced by Wisconsin Public Television. The program also provided information about campus and community services for victims, the penalties for perpetrating sexual assault, and the non-academic misconduct code. Wisconsin Attorney General praised the program in a press release in October 2012.

B. University Health Services and the School of Social Work provide support to two courses (SW 672–001 and 672–002) focusing on the prevention of sexual assault and other forms of gender-focused violence.

The first, a service-learning course

designed to prepare students to facilitate prevention workshops to their peers, is coordinated with student organization Promoting Awareness and Victim Empowerment (PAVE). The 25 students who enroll in this course each semester utilize primary prevention methodologies to address sexual assault and dating violence. Through the service-learning efforts of this course, PAVE serves thousands of students each year, including new members of the fraternity and sorority systems. Those served by PAVE workshops are more likely to know about options for victims, respond to disclosures in compassionate ways, and understand the dynamics and definitions of sexual assault.

The second course, Greek Men for Violence Prevention (GMVP), is designed to support the leadership of fraternity men to formulate and study healthier expressions of masculinity in an effort to prevent sexual assault and dating violence. The course is instructed by University Health Services violence prevention staff and incorporates the leadership of men who have previously taken the course.

C. In addition, on 13 February 2013, Provost Paul M. DeLuca, Jr. sent an annual memo to all employees regarding mandatory sexual assault reporting, the university's Sexual Harassment Information & Resources initiative, Title IX compliance responsibilities, and Executive Order #54 (by e-mail, with supervisors posting copies for employees without e-mail addresses): www.provost.wisc.edu/mandsas.htm

Sexual Harassment: Defining & Addressing a Community Concern brochures are provided to individuals attending sexual harassment informational sessions; participants in the Office of Human Resource Development's Managers & Supervisors (MSD) Series; employees at New Employee Orientation sessions offered each month; graduate students attending Graduate Assistant Equity Workshops, offered for TAs and PAs each year since 1990; and undergraduate students attending Student Orientation, Advising & Registration (SOAR). The brochure

was updated and reprinted in January 2013.

In 2011–2012, 352 employees participated in 17 *Sexual Harassment Information Sessions* held across campus. In Fall 2012, an additional 78 employees attended 4 sessions. At these interactive sessions, facilitators provided information about the law, university policies, and campus resources; shared advice about responding compassionately and effectively to sexual harassment concerns; and addressed sexual assault reporting requirements and resources. Attendance has been mandatory for limited appointees since November 2005. Among 516 employees who currently hold limited appointments, 396 (77%) have completed the requirement and 120 (23%) are expected to attend sessions to be held in Spring 2013.

In 2011–2012, the Office for Equity & Diversity (OED) educated 586 graduate assistants at 22 *Graduate Assistant Equity Workshops* and 198 participants in 4 *New Educator's Orientation* sessions offered by the College of Engineering. All OED presentations include content related to Title IX and Wisconsin Executive Order #54.

6. The institutionally defined boundaries of the geographic location "off-campus". [The criteria for specifying "off-campus" should be that it identifies a region surrounding the campus, but not controlled by the institution, where substantial numbers of students typically live or congregate. Our expectation is that this may well be a dynamic category and that institutions may choose to annually re-evaluate the defined boundaries.]

No changes have been made to our defined boundaries at UW–Madison.

Notes about reporting numbers

Research indicates that nearly 1 in 4 college women (One in Four USA. Sexual Assault Statistics: www.oneinfourusa.org/statistics.php) and 1 and 7 college men (statistics from *I Never Called It Rape* by Robin Warshaw, www.penstate.edu) experience sexual assault while in college. Recognizing this, UW–Madison took steps in 2011 to ensure that all first-hand disclosures of sexual victimization—including experiences that happened prior to a student’s arrival to campus—were reflected in this report. The increase in

assaults recorded here (from 112 in 2010 to 123 in 2011) is assumed to be linked to the efforts of the End Violence on Campus (EVO) initiative, which educated students, increased access to victim services, and provided information to employees about their responsibilities to respond by sharing the disclosure (victim name withheld) with the appropriate campus offices.

UHS Counseling and Consultation services began reporting these numbers in the 2010 report. Staff at UHS use their own in-house reporting sheet and often only state that one assault occurred and

do not give any additional information about where it happened, what degree, if the perpetrator was an acquaintance or if alcohol was involved. These reports will be categorized the location as other, since there is not an unknown location option. Another note, 31 of the 57 reports from UHS Counseling and Consultation services were childhood sexual assaults that occurred prior to the student attending the University of Wisconsin–Madison.

2012 Statistical Report of Sexual Assaults

As required by Wis.Stat. § 36.11(22)

UW System Institution:	University of Wisconsin - Madison
Person completing this report:	Tonya Schmidt
Title:	Assistant Dean of Students
E-mail:	tschmidt@studentlife.wisc.edu
Phone:	608-263-5700
Date:	28-Feb-2013

Victim and Assailant Are Acquaintances (6)

	On Campus (1)	In Residence Halls (2)	Non-campus (1)	Public Property (1)	Campus Total (3)	Off Campus (4)	Other (5)	Combined Totals (3+4+5)	Alcohol/ Drug Related (2)
1st, 2nd, 3rd degree assaults	6	5	1	0	7	4	7	18	13
4th degree	0	0	0	0	0	3	2	5	4
degree unknown	3	2	1	0	4	2	5	11	5
SUBTOTAL	9	7	2	0	11	9	14	34	22

Victim and Assailant Not Acquaintances (6)

	On Campus (1)	In Residence Halls (2)	Non-campus (1)	Public Property (1)	Campus Total (3)	Off Campus (4)	Other (5)	Combined Totals (3+4+5)	Alcohol/ Drug Related (2)
1st, 2nd, 3rd degree assaults	2	0	0	0	2	2	3	7	5
4th degree	1	0	0	0	1	0	0	1	0
degree unknown	0	0	0	0	0	1	1	2	2
SUBTOTAL	3	0	0	0	3	3	4	10	7

Unknown if Victim and Assailant Are Acquaintances (6)

	On Campus (1)	In Residence Halls (2)	Non-campus (1)	Public Property (1)	Campus Total (3)	Off Campus (4)	Other (5)	Combined Totals (3+4+5)	Alcohol/ Drug Related (2)
1st, 2nd, 3rd degree assaults	1	1	0	0	1	1	1	3	2
4th degree	0	0	0	0	0	0	0	0	0
degree unknown	2	2	7	0	9	4	62	75	18
SUBTOTAL	3	3	7	0	10	5	63	78	20

TOTAL	On Campus (1)	In Residence Halls (2)	Non-campus (1)	Public Property (1)	Campus Total (3)	Off Campus (4)	Other (5)	Combined Totals (3+4+5)	Alcohol/ Drug Related (2)
	15	10	9	0	24	17	81	122	49

(1) Terms as defined in the Federal Clery Act 20 U.S.C. §1092(f).
 (2) This number is a subset and already included in the count of the column immediately preceding.
 (3) "Campus Total" combines reports from the categories of "campus", "noncampus" and "contiguous public property" as defined by the federal Jeanne Clery Act 20 U.S.C. §1092(f).
 (4) Category specified by each institution to identify a region surrounding the campus, but not controlled by the institution, where substantial numbers of students typically live or congregate.
 (5) The "Other" category is for reports, received within the calendar year, that did not have information on location available, did not fit into any of the three Clery defined locations, nor occurred within the restricted boundaries of the region the institution has identified as "off-campus".
 (6) For the purpose of this report, an acquaintance is anyone that the victim would define as not a stranger.

Appendix 2

Alcohol And Other Drug Information

as required by the Drug Free Schools and Communities Act

Alcohol & Other Drugs: Services and Programs

Campus Resources for Students

Our campus provides a variety of services to students. In order that we may intervene earlier and more effectively with students who are alcohol/other drug troubled, we provide training for counselors, House Fellows in university residence halls, fraternity and sorority members, and any interested faculty and staff to help them identify and refer persons who may be having problems associated with alcohol or other drugs through their own or someone else's use. If you are concerned about your own use of alcohol or other drugs, confidential information, assessment, referral, and short-term counseling services are available at UHS Counseling and Consultation Services (608–265–5600). There are no intensive treatment services available on campus. Insurance affects your ability to use off-campus alcohol and other drug service providers, and we urge all students to have adequate insurance coverage.

Information Resources

A variety of informational resources are available to students. These include a free, confidential, online assessment tool called e-CHUG (which gets 3,000 hits annually) to assess personal drinking, and posters and brochures available to students throughout campus.

An **assessment** is a series of one-on-one sessions with a counselor, who will evaluate the nature of any problems a student is having with drugs or alcohol. The assessment gets the student involved through discussion and consideration of biological, psychological, and social factors affecting alcohol and other drug use and abuse. The counselor can then make recommendations for further treatment, if necessary and appropriate.

For a basic self-evaluation, students can complete a free, confidential online screening called **e-CHUG**. It provides

students with personal information regarding their own consumption and risk factors. The feedback includes information which has been shown to be particularly useful to college drinkers and includes: quantity and frequency of drinking; caloric intake; norm comparisons; amount and percent of income spent on alcohol; tolerance level; negative consequences of alcohol use; genetic risk score; explanation, advice, local referral information; amount consumed and peak blood alcohol level. This online screening is not a substitute for an official assessment with a trained professional counselor from the UHS staff. <https://interwork.sdsu.edu/echug2/?id=UW-Madison&hfs>

Alcohol Smart is the education option designed by Tellurian, Inc., for individuals who have been required by the court to complete an alcohol education class. The class consists of two sessions that are three and a half hours each, held on two consecutive Friday afternoons. The class is offered each month at The Crossing, 1127 University Avenue. Because this program is offered through Tellurian, Inc., there is a fee for participation.

UHS offers individual coaching and group support for students who would like help assessing their current **tobacco use**. Staff will assist students in developing strategies for quitting and the support they need to stick with their decision.

Campus Resources for Employees

Employees who have problems with alcohol or controlled substances are encouraged to contact the Employee Assistance Office Interim Director Sherri Ray: 608–263–2987; <http://eao.wisc.edu/index.htm>. Voluntary contact with EAO may remain confidential.

Community Information and Treatment Resources

There are a variety of alcohol and other drug information, prevention, intervention, and treatment programs and services in the Madison community.

Wisconsin Clearinghouse for Prevention Resources

Wisconsin Clearinghouse for Prevention Resources offers videos, books, brochures and other free materials.

1552 University Ave.
Madison, WI 53705
800–322–1468; 608–262–9157,
800–248–9244;

The Wisconsin Department of Health and Family Services will send a pamphlet detailing the statewide and local resources for drug and alcohol abuse treatment. You can request a pamphlet by calling 608–266–2717 or http://dhfs.wisconsin.gov/bqaconsumer/AODA_MH?AODAMhDirs.htm

12 Step Groups

AA area Headquarters 608–222–8989
Al-Anon 24-hour hotline 608–241–6644
Narcotics Anonymous 608–258–1747

The following information is provided to comply with the Drug Free Schools and Communities Act, 20 USC 1011(1)

University Standards of Conduct & University Sanctions Concerning Illicit Drugs & Alcohol

We have a variety of on-campus prevention, education, screening and intervention programs as well as university sanctions designed to reduce alcohol and other drug abuse. We can also help put people in touch with the variety of community resources available to assist persons who are experiencing alcohol and other drug related problems. We know, however, that the most effective catalyst for positive change is the willingness of people who know and care for each other to talk to one another about these issues — to share values and expectations, to ask questions, to convey concern, to offer information and support. We ask you to work on this important communication with us; we will

help in any way we can, and invite you to call us for assistance.

Standards of Conduct

The University of Wisconsin System and University of Wisconsin–Madison prohibit the unlawful possession, use, distribution, manufacture, or dispensing of illicit drugs and alcohol by students and employees on university property or as part of university activities. The use or possession of alcoholic beverages is prohibited on university premises, except in faculty and staff housing and as expressly permitted by the chief administrative officer or under institutional regulations, in accordance with s. UWS 18.06(13)(a), Wis. Adm. Code. Without exception, alcohol consumption is governed by Wisconsin statutory age restrictions under s. UWS 18.06(13)(b), Wis. Adm. Code. The unlawful use, possession, distribution, manufacture, or dispensing of illicit drugs (“controlled substances” as defined in ch. 961, Wis. Stats.) is prohibited in accordance with s. UWS 18.10(1), Wis. Adm. Code.

Disciplinary Sanctions

Violation of these provisions by a student may lead to the imposition of a disciplinary sanction, up to and including suspension or expulsion, under s. UWS 17.03(1)(b), Wis. Adm. Code. A program called BASICS is utilized as a conduct sanction for alcohol policy violations committed by UW–Madison students. BASICS is an acronym for Brief Alcohol Screening and Intervention for College Students. BASICS consists of two programs, Group BASICS and Individual BASICS, both addressing high-risk drinking practices among college students.

University employees are also subject to disciplinary sanctions for violation of these provisions occurring on university property or the worksite or during work time, up to and including termination from employment. Disciplinary sanctions are initiated and imposed in accordance with applicable procedural requirements and work rules, as set forth in Wisconsin statutes, administrative rules, faculty and academic staff policies, and collective bargaining agreements. Referral for prosecution under criminal law is also possible. Further, violations of ss. UWS 18.06(13) and 18.10(1), Wis. Adm. Code may result in additional penalties as allowed under ch. UWS 18, Wis. Adm. Code.

Employees who are convicted of any criminal drug statute violation occurring in the

workplace must notify the dean, director or department chair within 5 days of the conviction, if the employees are employed by the university at the time of the conviction.

State of Wisconsin and Federal Laws

State of Wisconsin and Federal Legal Sanctions

The Uniform Controlled Substances Act, Chapter 961 of the Wisconsin Statutes, regulates controlled substances and outlines specific penalties for the violation of the regulations. A first-time conviction for possession of a controlled substance can result in a sentence of up to one year in prison and a fine of up to \$5,000. Sec. 961.41(3g), Stats. A person convicted of manufacturing a controlled substance, delivering a controlled substance, or possessing a controlled substance with an intent to manufacture or deliver, can be imprisoned for up to 30 years and fined up to \$1,000,000. Secs. 961.41(1) and (1m), Stats. Penalties vary according to the type of drug involved, the amount of drug confiscated, the number of previous convictions, and the presence of any aggravating factors. The distribution of a controlled substance to a minor can lead to the doubling of an authorized sentence term. Sec. 961.46, Stats. Wisconsin has formidable legal sanctions that restrict the use of alcohol in various situations. It is illegal to procure for, sell, dispense or give away alcohol to anyone who has not reached the legal drinking age of 21 years. Sec. 125.07(1)(a)(1), Stats. Every adult has a legal obligation to prevent the illegal consumption of alcohol on premises owned by the adult or under the adult’s control. Sec. 125.07(1)(a)(3), Stats. A first-time violator of either of the above subsections can be fined up to \$500. It is against the law for an underage person to procure or attempt to procure an alcoholic beverage, to falsely represent his or her age for the purpose of obtaining alcohol, to enter premises licensed to sell alcohol, or to consume or possess alcohol on licensed premises. Sec. 125.07(4)(a), Stats. A first-time underage violator of Section 125.07(4)(b), Stats., can be fined up to \$500, ordered to participate

in a supervised work program, and have their driver’s license suspended.

Federal Laws

Federal Legal Sanctions

Pursuant to federal law, the United States Sentencing Guidelines establish mandatory minimum penalties for categories of drug offenses and provide for penalty enhancements in specific cases. Under these federal guidelines, courts can sentence a person for up to 6 years for unlawful possession of a controlled substance, including the distribution of a small amount (less than 250 grams) of marijuana; a sentence of life imprisonment can result from a conviction of possession of a controlled substance that results in death or bodily injury; and, possession of more than 5 grams of cocaine can trigger an intent to distribute penalty of 10–16 years in prison.

Federal Penalties and Sanctions for Illegal Possession of Controlled Substances

1st conviction: Up to 1 year imprisonment and fined at least \$1,000 but not more than \$100,000, or both. After 1 prior drug conviction: At least 15 days in prison, not to exceed 2 years and fined at least \$2,500 but not more than \$250,000, or both.

After 2 or more prior drug convictions: At least 90 days in prison, not to exceed 3 years and fined at least \$5,000 but not more than \$250,000, or both.

21 U.S.C. 853(a)(2) and 881(a)(7) Forfeiture of personal and real property used to possess or to facilitate possession of a controlled substance if that offense is punishable by more than 1 year imprisonment. (See special sentencing provisions re: crack, above.)

21 U.S.C. 881(a)(4) Forfeiture of vehicles, boats, aircraft or any other conveyance used to transport or conceal a controlled substance.

21 U.S.C. 844a Civil fine of up to \$10,000.

21 U.S.C. 862 Denial of Federal benefits, such as student loans, grants, contracts, and professional and commercial licenses, up to 1 year for first offense, up to 5 years for second and subsequent offenses.

18 U.S.C. 922(g) Ineligible to purchase, receive or transport a firearm. Miscellaneous Revocation of certain Federal licenses and benefits, e.g. pilot licenses, public housing tenancy, etc., are

vested within the authorities of individual Federal agencies.

Note: These are only Federal penalties and sanctions. Additional State penalties and sanctions may apply.

Health Effects of Alcohol & Other Drugs: Summary

The following is a partial list of drugs and the consequences of their use. The abuse of alcohol and the use of other drugs is detrimental to the health of the user. Further, the use of drugs and alcohol is not conducive to an academic atmosphere. Drugs impede the learning process and can cause disruption for other students and disturb their academic interests. The use of alcohol or drugs in the workplace may also impede the employee's ability to perform in a safe and effective manner, and may result in injuries to others. Early diagnosis and treatment of drug and alcohol abuse is in the best interests of the student, employee and the university. For additional information concerning the health risks associated with substances covered by the Controlled Substances Act, refer to the chart on pages 24–25 of the U.S. Department of Justice publication, *Drugs of Abuse*, 1996 edition.

- ▶ **Alcohol:** Alcohol is the most frequently abused drug on campus and in society. Alcohol is chemically classified as a mind-altering drug because it contains ethanol and has the chemical power to depress the action of the central nervous system. This depression affects motor coordination, speech and vision. In great amounts, it can affect respiration and heart rate control. Death can result when the level of blood alcohol exceeds 0.40%. Prolonged abuse of alcohol can lead to alcoholism, malnutrition and cirrhosis.
- ▶ **Anabolic Steroids:** Concerns over a growing illicit market and prevalence of abuse, combined with the possibility of long-term effects of steroid use, led Congress to place anabolic steroids into Schedule III of the Controlled Substances Act (CSA). Although the adverse effects of large doses of multiple anabolic steroids are not well established, there is increasing evidence of serious health problems associated with the abuse of these agents, including cardiovascular damage, liver damage and damage to reproductive

organs. Physical side effects include elevated blood pressure and cholesterol levels, severe acne, premature balding, reduced sexual function and testicular atrophy. The CSA defines anabolic steroids as any drug or hormonal substance chemically and pharmacologically related to testosterone (other than estrogens, progestins, and corticosteroids), that promotes muscle growth. Those commonly encountered on the illicit market include: boldenone (Equipoise), ethylestrenol (Maxibolin), fluoxymesterone (Halotestin), methandriol, methandrostenolone (Dianabol), methyltestosterone, nandrolone (Durabolin, Deca-Durabolin), oxandrolone (Anavar), oxymetholone (Anadrol), stanozolol (Winstrol), testosterone and trenbolone (Finajet).

- ▶ **Cannabis:** Three drugs that come from cannabis—marijuana, hashish, and hashish oil—are currently distributed on the U.S. illicit market. These drugs are deleterious to the health and impair the short-term memory and comprehension of the user. When used, they alter the sense of time and reduce the ability of the user to perform tasks requiring concentration and coordination. They also increase the heart rate and appetite. Motivation and cognition can be altered, making acquisition and retention of new information difficult. Long-term users may develop psychological dependence that can produce paranoia and psychosis. Because cannabis products are usually inhaled as unfiltered smoke, they are damaging to the lungs and pulmonary system and have more cancer-causing agents than tobacco.
- ▶ **Depressants:** Depressants produce central nervous system depression. Depressants (i.e., barbiturates, benzodiazepines, glutethimide, methqualone, and meprobamate) can cause physical and psychological dependence that can lead to respiratory depression, coma and death, especially when used in concert with alcohol. Withdrawal can lead to restlessness, insomnia, convulsions and even death. Chloral hydrate, a hypnotic depressant, and alcohol constitute the infamous “date-rape drug” or “Mickey Finn.”
- ▶ **Hallucinogens:** LSD, PCP, mescaline and peyote are classified as hallucinogens. Hallucinogens interrupt the brain messages that control the intellect and keep instincts in check. Large doses can produce convulsions and coma, heart

and lung failure. Chronic users complain of persistent memory problems and speech difficulties for up to a year after their use. Because the drug stops the brain's pain sensors, drug experiences may result in severe self-inflicted injuries. Persistent memory problems and speech difficulties may linger.

- ▶ **Narcotics:** The term narcotic derives from the Greek word for stupor. Narcotic use is associated with a variety of unwanted effects, including drowsiness, inability to concentrate, apathy, lessened physical activity, constriction of the pupils, dilation of the subcutaneous blood vessels causing flushing of the face and neck, constipation, nausea and vomiting and, most significantly, respiratory depression. With repeated use of narcotics, tolerance and dependence develop. Users of narcotics, such as heroin, codeine, morphine, and opium, are susceptible to overdose that can lead to convulsions, coma and death.
- ▶ **Stimulants:** Cocaine is the most potent stimulant of natural origin. “Crack” is the chunk form of cocaine that is a ready-to-use freebase. These drugs stimulate the central nervous system and are extremely addictive. They can cause psychological and physical dependency. Stimulants can lead to dilated pupils, increased pulse rate, elevated blood pressure, insomnia, loss of appetite, paranoia, and seizures. They can also cause death by disrupting the brain's control of the heart and respiration. The use of amphetamines and other stimulants can have the same effect as cocaine and cause increased heart rates and blood pressure that can result in a stroke or heart failure. Side effects include dizziness, sleeplessness, and anxiety. They can also lead to hallucinations, paranoia, psychosis, and even a physical collapse. Nicotine is a highly addictive stimulant, whether ingested by smoking or chewing. This drug hits the brain in six seconds and damages the lungs, decreases heart strength, and is associated with many types of cancers when ingested by smoking. The withdrawal symptoms include anxiety, progressive restlessness, irritability, and sleep disturbances.

Myths About Alcohol

- ▶ **Everyone drinks.** Actually, 30% of UW–Madison students don't drink at all or classify themselves as light drinkers.

- ▶ **The use of alcohol is a personal choice that only affects the user.** You are part of a 40,000+ student community and your substance use choices can affect the people you are with and the things you are doing.
- ▶ **I see a lot of people using alcohol to socialize and I want to fit in and make friends.** Choose to see and be with those people who care about themselves and their friends. There are many ways to make friends and many places to fit into the campus - join a student organization (there are 700+ to choose from!), volunteer, hang out at one of the Unions, join an intramural sports team.

- ▶ **Make Moderation Part of Your Lifestyle.** A Harvard University study indicated that 65% of UW–Madison undergraduates are high-risk drinkers and that 54% drink to get drunk. Moderation can lessen the negative consequences such as hurting you or others, vandalism, academic problems and failure. Begin by deciding if you're going to drink alcohol or not! If you choose to drink, remember it's not a race. Alternate with nonalcoholic drinks and be sure to eat. Think how much better you'll feel in the morning after a moderate night, not to mention the positive effect moderation will have on your class attendance, grades, and friendships!

Appendix 3

UW–Madison Division of University Housing 2012 Annual Fire Safety Report Residence Hall and Apartment Student Housing (Amended 9/5/13)

If a fire occurs in a University of Wisconsin–Madison, Division of University Housing residence hall or apartment, community members should notify UWPD immediately by calling 911. If a community member finds evidence of a fire that has been extinguished, and the person is not sure whether UWPD has already responded, the community member should immediately notify UWPD to investigate and document the incident.

Residence Halls

Facility Name and Address	Total # of Fires	Fire #	Cause of Fire	# of Injuries	# of Deaths	Value of Property Damage
Adams Hall 1520 Tripp Circle Madison, WI 53706	0	N/A	N/A	N/A	N/A	N/A
Barnard Hall 970 University Avenue Madison, WI 53706	0	N/A	N/A	N/A	N/A	N/A
Bradley Hall 650 Elm Drive Madison, WI 53706	0	N/A	N/A	N/A	N/A	N/A
Chadbourne Hall 420 N. Park Street Madison, WI 53706	0	N/A	N/A	N/A	N/A	N/A
Cole Hall 625 Elm Drive Madison, WI 53706	0	N/A	N/A	N/A	N/A	N/A
Dejope Hall 640 Elm Drive Madison, WI 53706	0	N/A	N/A	N/A	N/A	N/A
Elizabeth Waters Hall 1200 Observatory Drive Madison, WI 53706	0	N/A	N/A	N/A	N/A	N/A
Kronshage Hall (Showerman House) 1650 Kronshage Drive Madison, WI 53706	0	N/A	N/A	N/A	N/A	N/A
Kronshage Hall (Conover House) 1650 Kronshage Drive Madison, WI 53706	0	N/A	N/A	N/A	N/A	N/A
Kronshage Hall (Gilman House) 1610 Kronshage Drive Madison, WI 53706	0	N/A	N/A	N/A	N/A	N/A
Kronshage Hall (Turner House) 1620 Kronshage Drive Madison, WI 53706	0	N/A	N/A	N/A	N/A	N/A
Kronshage Hall (Mack House) 1630 Kronshage Drive Madison, WI 53706	0	N/A	N/A	N/A	N/A	N/A
Kronshage Hall (Chamberlin House) 665 Elm Drive Madison, WI 53706	0	N/A	N/A	N/A	N/A	N/A
Kronshage Hall (Swenson House) 645 Elm Drive Madison, WI 53706	0	N/A	N/A	N/A	N/A	N/A

Kronshage Hall (Jones House) 655 Elm Drive Madison, WI 53706	0	N/A	N/A	N/A	N/A	N/A
Merit Hall 917,919,921 West Dayton Street Madison, WI 53715	0	N/A	N/A	N/A	N/A	N/A
Ogg Hall 835 W. West Dayton Street Madison, WI 53706	0	N/A	N/A	N/A	N/A	N/A
Phillips Hall 1950 Willow Drive Madison, WI 53706	0	N/A	N/A	N/A	N/A	N/A
Sellery Hall 821 W. Johnson Street Madison, WI 53706	0	N/A	N/A	N/A	N/A	N/A
Slichter Hall 625 Babcock Drive Madison, WI 53706	0	N/A	N/A	N/A	N/A	N/A
Smith Hall 35 N. Park Street Madison, WI 53706	0	N/A	N/A	N/A	N/A	N/A
Sullivan Hall 635 Elm Drive Madison, WI 53706	0	N/A	N/A	N/A	N/A	N/A
Susan Davis Hall 917 W. Johnson Street Madison, WI 53715	0	N/A	N/A	N/A	N/A	N/A
Tripp Hall 1510 Tripp Circle Madison, WI 53706	0	N/A	N/A	N/A	N/A	N/A
Witte Hall 615 W. Johnson Street Madison, WI 53706	0	N/A	N/A	N/A	N/A	N/A
Zoe Bayliss Coop 915 W. Johnson Street Madison, WI 53715	0	N/A	N/A	N/A	N/A	N/A

University Apartments

Facility Name and Address	Total # of Fires	Fire #	Cause of Fire	# of Injuries	# of Deaths	Value of Property Damage
Harvey Street Apts. Building 1 2924 Harvey Street Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
Harvey Street Apts. Building 2 2924 Harvey Street Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
Harvey Street Apts. Building 3 2924 Harvey Street Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
Harvey Street Apts. Building 4 2924 Harvey Street Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
Harvey Street Apts. Building 5 2924 Harvey Street Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
Harvey Street Apts. Building 6 2924 Harvey Street Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
Harvey Street Apts. Building 7 2924 Harvey Street Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
1 University Houses Apt. A-D Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A

2 University Houses Apt. A-D Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
3 University Houses Apt. A-F Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
5 University Houses Apt. A-F Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
6 University Houses Apt. A-F Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
7 University Houses Apt. A-D Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
9 University Houses Apt. A-D Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
10 University Houses Apt. A-F Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
11 University Houses Apt. A-D Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
13 University Houses Apt. A-D Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
14 University Houses Apt. A-D Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
15 University Houses Apt. A-D Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
17 University Houses Apt. A-D Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
18 University Houses Apt. A-D Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
19 University Houses Apt. A-F Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
21 University Houses Apt. A-F Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
22 University Houses Apt. A-D Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
23 University Houses Apt. A-D Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
25 University Houses Apt. A-D Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
26 University Houses Apt. A-D Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
27 University Houses Apt. A-F Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
29 University Houses Apt. A-D Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
30 University Houses Apt. A-F Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
31 University Houses Apt. A-F Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
33 University Houses Apt. A-D Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
34 University Houses Apt. A-F Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
35 University Houses Apt. A-F Madison, WI 53705	1	N/A	Unattended cooking	0	0	\$100 property \$1000 in cleaning
37 University Houses Apt. A-D Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
38 University Houses Apt. A-D Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
Bernie's Place Child Care Center						
39 University Houses Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A

41 University Houses Apt. A-D Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
101 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
102 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
103 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
104 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
105 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
106 Eagle Heights Apt. A-H Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
107 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
108 Eagle Heights Apt. A-H Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
109 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
201 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
202 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
203 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
204 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
205 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
206 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
207 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
208 Eagle Heights Apt. A-D Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
209 Eagle Heights Apt. A-H Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
301 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
302 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
303 Eagle Heights Apt. A-F Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
304 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
305 Eagle Heights Apt. A-H Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
306 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
307 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
308 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
309 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
401 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
402 Eagle Heights Apt. A-D Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A

403 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
404 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
405 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
406 Eagle Heights Apt. A-F Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
407 Eagle Heights Apt. A-H Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
408 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
501 Eagle Heights Apt. A-E Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
502 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
503 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
504 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
505 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
506 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
507 Eagle Heights Apt. A-H Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
508 Eagle Heights Apt. A-H Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
509 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
601 Eagle Heights Apt. A-H Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
602 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
603 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
604 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
605 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
606 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
607 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
608 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
609 Eagle Heights Apt. A-H Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
610 Eagle Heights Apt. A-L Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
University Apartments Community Center 611 Eagle Heights Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
701-703 Eagle Heights (A-L x3) Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
704-705 Eagle Heights (A-L x2) Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
706 Eagle Heights Apt. A-R Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
707 Eagle Heights Apt. A-R Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A

708 Eagle Heights Apt. A-R Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
801-808 Eagle Heights (A-F x8) Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
809-819 Eagle Heights (A-F x11) Madison, WI 53705	2		Both were unattended cooking	0	0	808E- \$20 808A- None
901-911 Eagle Heights (A-F x11) Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
912-914 Eagle Heights (A-D x3) Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
915-917 Eagle Heights (A-D x3) Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
918-925 Eagle Heights (A-F x8) Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
926-928 Eagle Heights (A-D x3) Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
929-931 Eagle Heights (A-D x3) Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
932-934 Eagle Heights (A-D x3) Madison, WI 53705	0	N/A	N/A	N/A	N/A	N/A
935-946 Eagle Heights (A-F x12) Madison, WI 53705	1	N/A	Unattended cooking	0	0	None

Number and cause of each fire in any on-campus housing facility:

University Residence Halls

There were no fires.

University Apartments

- 1-19-12
808 Eagle Heights Apt. E- unattended cooking- resulted in needing to replace plastic fan blades and plastic light cover in range hood.
No other damages.
Roughly \$20 is replacement parts.
- 4-9-12
943 Eagle Heights Apt. C- unattended cooking- no damage
- 12-6-12
35 University Houses Apt. C
Kitchen fire due to unattended cooking that resulted in some soot damage, also one cabinet door, one window blind and a light fixture needed to be replaced do to heat damage.
Roughly \$100 in property replaced plus \$1000 in cleaning charges
- 12-9-12
808 Eagle Heights Apt. A- unattended cooking- no damage

Number of injuries from fire that result in medical treatment:

University Residence Halls

No injuries from fires that resulted in medical treatment in 2012.

University Apartments

No injuries from fires that resulted in medical treatment in 2012.

Number of deaths related to fire:

University Residence Halls

No deaths related to fire in 2012.

University Apartments

No deaths related to fire in 2012.

Value of property damage caused by fire:

University Residence Halls

University Residence Halls value of property damage by fire was \$0.

University Apartments

University Apartments value of property damage \$100

Description of the fire safety “system” in each housing facility:

University Residence Halls

Adams Hall: Multiplexed addressable building fire alarm system, dry standpipe system and resident room 110v stand alone smoke detectors with battery backup.

Barnard Hall: Multiplexed addressable building fire alarm system and resident room 110v stand alone smoke detectors with battery backup.

Bradley Hall: Multiplexed addressable building fire alarm system and resident room 110v stand alone smoke detectors with battery backup.

Chadbourne Hall: Multiplexed addressable building fire alarm system, full building sprinkler system and supervised resident room smoke detectors and kitchen heat detectors. Multiple cooking hood ansul fire suppression systems.

Cole Hall: Multiplexed addressable building fire alarm system and resident room 110v stand alone smoke detectors with battery backup.

Dejope Hall: Multiplexed addressable building fire alarm system, full building sprinkler system, supervised resident room smoke detectors and kitchen heat detectors. Multiple cooking hood ansul fire suppression systems.

Elizabeth Waters Hall: Multiplexed addressable building fire alarm system, dry standpipe system and resident room 110v stand alone smoke detectors with battery backup. Multiple cooking hood steam fire suppression systems.

Kronshage Hall (Showerman House): Multiplexed addressable building fire alarm system and resident room 110v stand alone smoke detectors with battery backup.

Kronshage Hall (Conover House):

Multiplexed addressable building fire alarm system and resident room 110v stand alone smoke detectors with battery backup.

Kronshage Hall (Gilman House):

Multiplexed addressable building fire alarm system and resident room 110v stand alone smoke detectors with battery backup.

Kronshage Hall (Turner House):

Multiplexed addressable building fire alarm system and resident room 110v stand alone smoke detectors with battery backup.

Kronshage Hall (Mack House):

Multiplexed addressable building fire alarm system and resident room 110v stand alone smoke detectors with battery backup.

Kronshage Hall (Chamberlin House):

Multiplexed addressable building fire alarm system and resident room 110v stand alone smoke detectors with battery backup.

Kronshage Hall (Swenson House):

Multiplexed addressable building fire alarm system and resident room 110v stand alone smoke detectors with battery backup.

Kronshage Hall (Jones House):

Multiplexed addressable building fire alarm system and resident room 110v stand alone smoke detectors with battery backup.

Merit Hall: Multiplexed addressable building fire alarm system and resident room 110v stand alone smoke detectors with battery backup.

Ogg Hall: Multiplexed addressable building fire alarm system, full building sprinkler system and supervised resident room smoke detectors.

Phillips Hall: Multiplexed addressable building fire alarm system and resident room 110v stand alone smoke detectors with battery backup.

Sellery Hall: Multiplexed addressable building fire alarm system, full building sprinkler system and resident room 110v stand alone smoke detectors.

Slichter Hall: Multiplexed addressable building fire alarm system and resident room 110v stand alone smoke detectors with battery backup.

Smith Hall: Multiplexed addressable building fire alarm system, full building sprinkler system and resident room 110v

stand alone smoke detectors with battery backup. Supervised kitchen heat detectors and multiple cooking hood ansul fire suppression systems.

Sullivan Hall: Multiplexed addressable building fire alarm system and resident room 110v stand alone smoke detectors with battery backup.

Susan Davis Hall: Multiplexed addressable building fire alarm system and resident room 110v stand alone smoke detectors with battery backup.

Tripp Hall: Multiplexed addressable building fire alarm system, dry standpipe system and resident room 110v stand alone smoke detectors with battery backup.

Witte Hall: Multiplexed addressable building fire alarm system, full building sprinkler system and supervised resident room smoke detectors.

Zoe Bayliss Coop: Multiplexed addressable building fire alarm system and resident room 110v stand alone smoke detectors with battery backup.

University Apartments

Harvey Street Building 1: Multiplexed addressable fire alarm system and apartment 110v stand alone smoke detectors with battery backup. CO2 detectors in every unit.

Harvey Street Building 2: Multiplexed addressable fire alarm system and apartment 110v stand alone smoke detectors with battery backup. CO2 detectors in every unit.

Harvey Street Building 3: Multiplexed addressable fire alarm system and apartment 110v stand alone smoke detectors with battery backup. CO2 detectors in every unit.

Harvey Street Building 4: Multiplexed addressable fire alarm system and apartment 110v stand alone smoke detectors with battery backup. CO2 detectors in every unit.

Harvey Street Building 5: Multiplexed addressable fire alarm system and apartment 110v stand alone smoke detectors with battery backup. CO2 detectors in every unit.

Harvey Street Building 6: Multiplexed addressable fire alarm system and apartment 110v stand alone smoke detectors with battery backup. CO2 detectors in every unit.

Harvey Street Building 7: Multiplexed addressable fire alarm system and apart-

ment 110v stand alone smoke detectors with battery backup. CO2 detectors in every unit.

University Houses Building 1: Apartment stand alone smoke detectors with batteries.

University Houses Building 2: Apartment stand alone smoke detectors with batteries.

University Houses Building 3: Apartment stand alone smoke detectors with batteries.

University Houses Building 5: Apartment stand alone smoke detectors with batteries. Common areas have non-addressable fire alarm systems. CO2 detectors in apartments above boiler rooms.

University Houses Building 6: Apartment stand alone smoke detectors with batteries.

University Houses Building 7: Apartment stand alone smoke detectors with batteries.

University Houses Building 9: Apartment stand alone smoke detectors with batteries.

University Houses Building 10: Apartment stand alone smoke detectors with batteries. Common areas have non-addressable fire alarm systems. CO2 detectors in apartments above boiler rooms.

University Houses Building 11: Apartment stand alone smoke detectors with batteries.

University Houses Building 13: Apartment stand alone smoke detectors with batteries.

University Houses Building 14: Apartment stand alone smoke detectors with batteries.

University Houses Building 15: Apartment stand alone smoke detectors with batteries.

University Houses Building 17: Apartment stand alone smoke detectors with batteries.

University Houses Building 18: Apartment stand alone smoke detectors with batteries.

University Houses Building 19: Apartment stand alone smoke detectors with batteries.

University Houses Building 21: Apartment stand alone smoke detec-

with battery backup. CO2 detectors in apartments above boiler rooms.

Eagle Heights Building 707: Multiplexed addressable fire alarm system and apartment 110v stand alone smoke detectors with battery backup. CO2 detectors in apartments above boiler rooms.

Eagle Heights Building 708: Multiplexed addressable fire alarm system and apartment 110v stand alone smoke detectors with battery backup. CO2 detectors in apartments above boiler rooms.

Eagle Heights Building 801–808: Multiplexed addressable fire alarm system and apartment 110v stand alone smoke detectors with battery backup. CO2 detectors in apartments above boiler rooms.

Eagle Heights Building 809–819: Multiplexed addressable fire alarm system and apartment 110v stand alone smoke detectors with battery backup. CO2 detectors in apartments above boiler rooms.

Eagle Heights Building 901–911: Multiplexed addressable fire alarm system and apartment 110v stand alone smoke detectors with battery backup. CO2 detectors in apartments above boiler rooms.

Eagle Heights Building 912–914: Multiplexed addressable fire alarm system and apartment 110v stand alone smoke detectors with battery backup. CO2 detectors in apartments above boiler rooms.

Eagle Heights Building 915–917: Multiplexed addressable fire alarm system and apartment 110v stand alone smoke detectors with battery backup. CO2 detectors in apartments above boiler rooms.

Eagle Heights Building 918–925: Multiplexed addressable fire alarm system and apartment 110v stand alone smoke detectors with battery backup. CO2 detectors in apartments above boiler rooms.

Eagle Heights Building 926–928: Multiplexed addressable fire alarm system and apartment 110v stand alone smoke detectors with battery backup. CO2 detectors in apartments above boiler rooms.

Eagle Heights Building 929–931: Multiplexed addressable fire alarm system and apartment 110v stand alone smoke detectors with battery backup. CO2 detectors in apartments above boiler rooms.

Eagle Heights Building 932–934: Multiplexed addressable fire alarm system and apartment 110v stand alone smoke detectors with battery backup. CO2 detectors in apartments above boiler rooms.

Eagle Heights Building 935–946:

Multiplexed addressable fire alarm system and apartment 110v stand alone smoke detectors with battery backup. CO2 detectors in apartments above boiler rooms.

Number of mandatory, supervised fire drills:

University Residence Halls

There are four required fire drills of which one of the four must take place after dark.

University Apartments

There are monthly required fire drills in the Community Center for Eagle’s Wing Child Care and Bernie’s Place in University Houses Building 39 only. Fire drills are not conducted in individual apartments.

Policies pertaining to use of portable electric appliances, smoking, open flames; evacuation; fire safety training and education provided for residents and staff:

University Residence Halls

Policies Pertaining to use of Portable Electric Appliances, Smoking and Open Flames

The following policy information is from the Division of University Housing, Student/Community Expectations:

***Food Preparation**

Food preparation in an extensive and/or ongoing manner is not permitted in resident rooms as a matter of safety and sanitation. Kitchens and kitchenettes are available in each residence hall for this purpose. Students are not permitted to use any cooking appliance with an exposed heating element. These include: convection ovens, toasters, toaster ovens, hot plates, electric frying pans, George Foreman grills, cup-type immersion heating coils, space heaters and other appliances with open coils or exposed heating elements. Gas/propane powered appliances and charcoal cooking appliances are prohibited.

***Appliances**

- ▶ Appliances with open coils or exposed heating elements are prohibited. These include, but are not limited to: hot plates, convection ovens, toaster ovens, toasters, electric frying pans, space heaters with open coils, George Foreman™ grills, cup-type immersion heating coils, and other appliances with open coils or exposed heating elements. In addition, residents should monitor the number and type of appliances they bring, as well as the use and placement of electrical cords, extension cords and surge protectors. Please note that University Housing is not liable for damage to electronic appliances and other items caused by power surges. Residents may be held responsible for any damages caused by negligent use of appliances.
- ▶ Gas, propane powered appliances, and charcoal cooking appliances are not allowed inside the University Residence Halls.
- ▶ Food preparation in an extensive and/or ongoing means is not permitted in student rooms.
- ▶ Appliances should not be operated in closets or other closed areas or close to flammable items.
- ▶ Residents may be held responsible for any damages caused by negligent use of appliances.

***Candles**

- ▶ The use of unlit candles as room decorations is strongly discouraged due to fire safety.
- ▶ Burning candles in resident rooms and public spaces is prohibited.
- ▶ Burning candles for religious purposes may be permitted with restrictions and with prior permission from the Residence Life Coordinator or Area Coordinator of the hall.
- ▶ Also see Incense

***Firecrackers/Fireworks**

Possession and/or use of firecrackers and/or fireworks is prohibited. Violations of this rule include, but are not limited to: discharging, or in any way attempting to discharge, any type of manufactured or homemade fireworks including cannons or bottle rockets in, out of, or adjacent to a residence hall. Use may lead to dismissal from University Housing.

***Fires**

Setting fires in and around the hall is prohibited. Violations of this rule include

setting fire to items on a room door or bulletin board or any other flammable material in the hall, or fires caused by a lit candle or cigarette.

Storage of chemicals such as but not limited to: nitrous oxide, liquid nitrogen, turpentine, dry cleaning fluid, lighter fluid, gasoline, and other flammable chemicals that might create a hazard are prohibited. Setting a fire will likely lead to dismissal from University Housing.

*Incense

- ▶ Burning incense in resident rooms and public areas is prohibited.
- ▶ Burning incense for religious purposes or smudging may be permitted with restrictions and with prior permission from the Residence Life Coordinator or Area Coordinator of the hall.

*Smoking

- ▶ Smoking is not permitted anywhere in the University Residence Halls, including public areas such as dens, hallways, and bathrooms as well as student rooms.
- ▶ Smoking is not allowed within 25 feet of all University Residence Halls and Dining Service buildings under the University's smoke-free policy and state law.

The following policy information is from the University Residence Halls Contract for Housing and Dining Service Terms and Conditions:

*Smoking is not permitted anywhere in the University Residence Halls including student rooms and public areas such as dens, hallways, and bathrooms. Smoking is also prohibited outside within 25 feet of any University Residence Hall and/or dining facility.

Policies Pertaining to Evacuation

The following policy information is from the Division of University Housing, Student/Community Expectations:

*Evacuation

Building evacuation is required when the fire alarm is sounding. You should exit the building and move as far away as possible for your own safety and to allow those responding to the alarm access to the building.

*Fire Safety

University Housing facilities utilize a variety of safety equipment to contribute

to a safe environment. Fire extinguishers, smoke alarms, sprinkler systems, exit signs, pull station alarm covers, and fire doors are all designed to help with your safety. Tampering with any of these systems will likely lead to dismissal from University Housing.

We have also specifically banned lit candles, incense, and certain appliances because of the risks they create.

Remember, your actions, and the actions of all of our residents, are vital to creating and maintaining a safe community. Concerns can be addressed to any University Housing staff member, starting with Residence Life staff and Physical Facilities staff members.

Evacuation Procedures

It is important that you familiarize yourself with procedures for evacuating the building BEFORE you need to evacuate in an emergency. Evacuation procedures are posted on house bulletin boards. You should familiarize yourself with the nearest exit from your room as well as alternate exits, if the exit nearest to your room is unusable.

Fire Alarms

When the fire alarm sounds you should always evacuate as if there is a fire. Building evacuation is required when the fire alarm sounds in the building. Evacuation is required for your safety and also for the safety of the firefighters, University Police officers, and Housing staff members who respond during fire alarms. During evacuation, keep the following in mind:

- ▶ Before opening your door, check to see if the door or doorknob is hot. If it is not hot, or if there is no smoke coming under your room door, proceed with the emergency procedures under Fire Emergencies below.
- ▶ Close your room door.
- ▶ Walk, don't run.
- ▶ Use the designated exit for your room on the evacuation guide that is posted in your house.
- ▶ Do not use the elevator.
- ▶ If smoke or fumes are coming up the stairwell, use an alternate exit.
- ▶ Once you're out of the building, move as far away as possible from the exit to protect your own safety and to allow firefighters access to the building.
- ▶ If you do not leave during a fire alarm University Housing staff will notify University Police for possible legal

action. Your decision places not only yourself, but other individuals in danger.

Fire Emergencies

In case of a fire:

- ▶ If the fire is small and can be contained, and you feel safe doing so, use the nearest fire extinguisher.
- ▶ Pull the nearest fire alarm.
- ▶ Evacuate the building as outlined above.

If you notice smoke coming from a room:

- ▶ Pull the fire alarm.
- ▶ Notify a staff person to the location of the room.

If there is heavy smoke and you cannot find your way to an exit or if your room door or doorknob is hot:

- ▶ Remain in your room with the door closed.
- ▶ Place a towel or other clothing along the bottom of the door.
- ▶ Open a window and hang a sheet or white towel out to attract attention.
- ▶ Call 9–1–1 and give the dispatcher your location. Stay on the phone with the dispatcher until he/she directs you to hang up.
- ▶ Stay in your room until emergency personnel tell you it is okay to leave.

Fire Precautions

To greatly reduce the chance of a fire you should:

- ▶ Avoid running electrical cords under carpeting, where the cords can be stepped on and easily damaged.
- ▶ Use surge protectors with their own built-in fuse.
- ▶ Empty wastebaskets regularly.
- ▶ Follow all rules and policies in the Expectations and Policies section of this handbook.
- ▶ Not overload electric circuits and not string extension cords over nails, under carpets or furniture, or in locations where they will wear.
- ▶ Use only approved appliances.
- ▶ Not operate appliances when you are not present and not operate appliances in closets or close to flammable materials.
- ▶ Keep doors to trash rooms and stairwells closed.

- ▶ Keep hallways clear of your belongings including shoes and boots
- ▶ Not use lit candles/incense/tobacco products. (These products are not permitted in University Housing, a smoke-free environment.)

Residents will be held financially responsible for acts of negligence or intent that result in damage to University property and/or the personal property of others.

Smoke Detectors in Rooms

A smoke detector is provided in each student room. The smoke detector in your room is plugged into the hall electrical system and will go off when smoke particles enter the smoke detector unit. Never unplug, cover, or create a situation where the smoke detector is inoperative.

If the alarm of your room smoke detector goes off you should:

- ▶ Determine the source of the smoke and, if it is a small fire in your room and you feel safe doing so, use the fire extinguisher in the hall to put out the fire.
- ▶ Pull the building alarm if you cannot immediately determine the source of the smoke or extinguish a fire.
- ▶ Follow the building evacuation procedures posted on your house bulletin board.

To report smoke detector malfunction, please contact the Maintenance and Repair Service (MARS).

Sellery, Chadbourne, Dejope, Leopold, Smith, Ogg, and Witte Halls have sprinkler systems. Nothing may be hung from the sprinklers. As always, the actions of our residents are critical in fire safety precautions.

The following policy information is posted at multiple locations throughout each residence hall floor. These “Building Evacuation Routes” documents are specific to each specific location. At right is a sample “Building Evacuation Routes” posting.



Fire Safety Training and Education for Residents

Fire safety training and education for residents is covered at house meetings by the House Fellow. This is a review of general fire safety information.

Fire Safety Training and Education for Staff

Fire safety training and education for staff includes yearly training. Residence life training includes both hands on (fire extinguisher) and discussion regarding roles in the event of a fire, open door impact, smoke danger and causes of recent fires. Facilities staff training includes hands on (fire extinguisher) and review of a fire safety video.

University Apartments

University Apartments Policies for portable electric appliances, smoking and open flames are provided to tenants through a resident handbook available electronically. The following lease excerpts specifically address fire related issues:

22. Rules and Regulations:

- B. The following are not permitted:
- (3) Smoking in designated non-smoking common area or living space. All smoking must be a minimum of twenty five (25) feet away from the building.
 - (4) Use of charcoal or propane grills indoors, on patios or within ten (10) feet of University buildings. Grills should be attended when in use.
 - (5) Storage of explosive or flammable materials (e.g., gasoline, propane).
 - (10) Tampering with, altering, damaging or bypassing designed operation of building system or safety equipment, including:
 - a. Fire safety equipment (e.g., smoke detectors).
 - b. Mechanical systems (e.g., heating/cooling thermostats).
 - c. Appliances
 - d. Building security/lock system (e.g., duplication of keys).

The Fire Safety Section of the University Apartments Resident Handbook contains the following information about Fire Safety:

Fire Alarms

In any large apartment community, there are occasional false fire alarms. But there are also real fires, often starting in kitchens. **NOTE:** When you hear a fire alarm, always vacate your apartment!

In University Apartments, there are several different types of fire alarm systems. All building fire alarm systems in Eagle Heights and University Houses report directly to University Police, who will then contact the fire department. Presently, the alarms at Harvey Street do not report automatically to the fire department or to University Police; residents must call 911 when an alarm goes off.

“Pull Stations” to Activate Fire Alarms

Residents must activate a fire alarm pull station inside their apartment or in the common stairwell to activate the building fire alarm system. In University Houses, the pull stations are found in basements (where the laundry rooms are located.)

In the event of a fire, first notify your neighbors and the fire department by activating the nearest pull station, then call 911. There is no charge for calling the fire department. If time allows, contact the Apartment Facilities Office (M–F 7:00 AM–3:30 PM) or the Resident Manager on Duty (after hours).

Smoke Detectors

There are active smoke detectors in each apartment throughout University Apartments. These only sound a local alarm; they are not linked to the University Police or fire department. In Eagle Heights, the smoke detectors are “hard wired” into the electrical system, with battery back-up. In University Houses and Harvey Street, the smoke detectors are battery powered. Sometimes people are tempted to disconnect their smoke detectors so they do not sound during cooking. This is a serious lease violation. You will be held responsible for payment of fire damages to buildings and their contents if investigation following a fire reveals an apartment smoke detector did not function due to negligence on your part (removal of the smoke detector, or failure to replace a weak or missing battery), or if the fire was caused by you. A charge may be made for fixing non-operating detectors if found during normal maintenance calls. If the detector goes off by mistake and you temporarily remove the battery, be sure to replace it.

“Beeping” Smoke Detectors

If the alarm beeps every minute, it means the battery needs to be replaced. Free smoke detector batteries are available at the University Apartments Office or Apartment Facilities Office.

Carbon Monoxide Detectors

There are active carbon monoxide detectors in all Harvey Street apartments

because those apartments have gas stoves. There are detectors in all Eagle Heights and University Houses apartments that are adjacent to the boiler rooms. These are battery powered. If the alarm is constant, you should leave the apartment and contact the Apartment Facilities Office or the Resident Manager on Duty. If it is “chirping” or beeping every few seconds, that means it is time to change the batteries. You can get new batteries from the University Apartments Office or from the Resident Manager on Duty.

Fire Extinguishers

Tampering with a fire extinguisher is a crime. If you observe someone tampering with an extinguisher, notify the University Police immediately. Also, notify the Apartment Facilities Office so that the extinguisher can be checked to ensure it is in working order. Make sure everyone in your household knows the location of the fire extinguishers in your building.

Kitchen Fires

Kitchen fires usually occur because someone put something on the stove to cook, and then became involved in another activity or left the apartment. Another frequent cause of fire is grease build-up in the kitchen.

- ▶ NEVER leave a stove unattended if it is in use.
- ▶ Keep the stove, kitchen walls, and all areas near the stove free of grease.
- ▶ In the event of a stove fire, turn the stove off. DO NOT use water to extinguish the flames; it will spread a grease fire and may cause electrical shock. Instead, shake salt or baking soda on the flames, or use a fire extinguisher.

Fire Exit Paths

According to City of Madison Fire Safety Codes, all exits and entryways must be kept entirely clear and easily accessible. This means you cannot store anything (including shoes, trash, plants, or toys) in hallways, staircases, or entryways, or on fire rescue platforms (the small fire escape balconies). Outdoor toys, grills, bikes, sleds, and outside (folding/stacking) chairs may be stored neatly on patios and balconies in the 700s, 800s, and 900s areas of Eagle Heights, as long as a four-foot-wide pathway is maintained. In University Houses, the area between your kitchen and your neighbor’s (sometimes referred to as a “utility closet” or “storage area”) must be kept clear. The City of Madison Fire Marshal can write citations (tickets) to residents if the fire codes are not followed.

Fire Related Regulations

- ▶ Tampering with a fire alarm is a crime. Anyone caught setting off a false alarm will be charged for response time, and there could be additional lease or legal consequences.
- ▶ Never overload electrical outlets. Do not use electrical cords that are damaged in any way.
- ▶ Do not let candles burn for long periods of time or leave them unattended.
- ▶ Keep matches and lighters away from children.
- ▶ It is illegal to light any fire on University property, except in those places that are established for such purposes.
- ▶ It is a violation of your lease to use a grill indoors, on patios, or within 10 feet of a University building.
- ▶ Explosive or flammable materials (such as gasoline or propane) cannot be stored indoors.

- ▶ Fireworks are extremely restricted by law in Wisconsin and are absolutely prohibited in University Apartments.

Procedures for evacuation are posted at various locations in the Community Center and in the licensed child care facility in University Houses 39. There are not evacuation maps for individual apartments. All apartments have more than one entrance/egress.

Fire Safety training and education for staff includes hands on semi annual fire alarm system troubleshooting and resetting training. Office staff are trained to assist in evacuation of the Community Center and practice with the monthly drills.

Fire Safety training and education for residents include: Presentations about fire safety are regularly provided for residents by the Community Police Officer at least annually at a community meeting and as needed. Additionally the Community Police Officer visits every

Plans for future improvements in fire safety:**University Residence Halls**

In the short term, our plans are to continue to adhere to stringent inspection, testing and maintenance of all fire safety systems, equipment and devices. All new facilities will be fully sprinklered and fire alarm systems will be replaced as needed with the most up to date technology.

Long term, all residence halls will be fully sprinklered and are currently working on an installation plan and schedule.

University Apartments

We continue to adhere to stringent inspection, testing and maintenance of all fire safety systems, equipment and devices. All devices are tested and needed repairs are made twice a year. Complete systems are replaced as needed. All University Houses apartments will have new local interconnected devices; and new addressable systems will be included in all common areas with the renovations in 2014-2015.