

# Safety & You

## Annual Security and Fire Safety Report

September 2014

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**The Clery Act is named in memory of Jeanne Clery, a Lehigh University student who was sexually assaulted and murdered while sleeping in her residence hall room on April 5, 1986.**

### About this Report

In 1990, Congress enacted the *Crime Awareness and Campus Security Act of 1990*. This legislation required all postsecondary institutions participating in Higher Education Act (HEA) Title IV student financial assistance programs to disclose campus crime statistics and security information.

Under the *Clery Act*, institutions are required to: classify and count certain offenses and maintain crime statistics; issue campus alerts; publish an annual security report; and submit crime statistics to the Department of Education. Institutions with police or security departments must maintain a daily crime log of all alleged criminal incidents that is available for public inspection. Colleges and universities with on-campus housing facilities must have procedures for missing student notifications, maintain a fire log and prepare a report containing policy statements and fire statistics for each on-campus housing unit.

On March 7, 2013, President Obama signed the Violence Against Women Reauthorization Act of

2013, which amended the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*. This amendment requires universities to additionally compile statistics for incidents of dating violence, domestic violence, sexual assault and stalking and to include certain policies, procedures and programs pertaining to these incidents in their annual security reports.

The Iowa State University Police Department has been designated as the entity responsible for compiling and publishing *Safety & You*, the university's annual publication that fulfills all safety and security related federal requirements. In this document you will find various policies and procedures, safety tips, crime statistics for the past three years and a brief overview of many of the services the university provides. We hope you will use this publication to reference valuable safety related information.

University officials could not prepare *Safety & You* without the cooperation of several campus organizations and individuals. Information is obtained from the Dean of Students Office, Department of Residence, Environmental Health and Safety, University Relations, Office of University Counsel, campus security authorities and numerous other individuals and law enforcement agencies across the state. We would like to thank everyone involved for their assistance and input.

Iowa State University is committed to providing a safe and secure environment; however, even extensive initiatives cannot succeed without the awareness and cooperation of community members who work, study and live on campus. Anyone who is the victim of, or a witness to, any crime should immediately notify the Iowa State University Police Department. For emergency situations or if a crime is in progress, call 911. For non-emergency situations, call 515-294-4428.

**By October 1 each year, an e-mail notification is sent to all enrolled students, faculty and staff providing the web site to access this report. A notice is also published in *Inside Iowa State* which is distributed to all faculty and staff.**

**Printed copies of *Safety & You* are available upon request from the ISU Police Department, 55 Armory Building, Ames, Iowa 50011 or by calling 515-294-4428. You may also e-mail your request to [dpsinfo@iastate.edu](mailto:dpsinfo@iastate.edu).**

**Iowa State University  
Police Department  
55 Armory Building  
Ames, IA 50011-3034**

**Emergency 911  
Non-emergency 515-294-4428**

### ISU Police Department



Chief Jerry Stewart



Deputy Chief Rob Bowers

The Iowa State University Police Department is a professional law enforcement organization staffed by highly trained personnel. Sworn officers are state-certified and empowered to enforce all federal, state and local laws on university property; they have full authority to make arrests and carry firearms.

Police officers have jurisdiction and respond to incidents on the main campus, as well as university-owned or controlled outlying properties. A mutual aid agreement with the City of Ames allows officers to patrol outside established institutional boundaries.

The Iowa State University Police Department maintains a close working relationship with local, state and federal law enforcement agencies including the Ames Police Department, Story County Sheriff's Office, Iowa State Patrol, Iowa Division of Criminal Investigation, Federal Bureau of Investigation, Iowa Division of Narcotics Enforcement, United States Immigration and Customs Enforcement and United States Secret Service.

Through participation in the National Crime Information Center (NCIC) and Iowa Online Warrants and Articles (IOWA) system, the ISU Police Department is able to share crime related messages with law enforcement agencies throughout the United States. Memberships in related professional organizations allow the department access to new or developing ideas and provide a medium for the exchange of information regarding a myriad of law enforcement issues.

The Iowa State University Police Department maintains a daily crime log listing all offenses reported to campus law enforcement authorities. This log is updated within two business days of the crime being reported. The daily crime log is also posted online and may be viewed by accessing the following website: <http://www.police.iastate.edu/>

### Reporting Crimes and Other Emergencies

To report a crime in progress or an emergency occurring on campus, contact the Iowa State University Police Department by calling 911. For situations not requiring an emergency response, call 4-4428 from any campus telephone or 515-294-4428 from a telephone outside the university system.

Certified police dispatchers are on duty 24 hours a day to answer phone calls and provide assistance to walk-in persons. After gathering preliminary information, the dispatcher may either have an officer meet with the victim at their location, or ask the caller to file a report at the department (Room 55 Armory Building) when it is convenient to do so.

Patrol officers or investigators will follow-up on incidents as deemed appropriate. If assistance is required from the Ames Police Department or another law enforcement agency, ISU Police will make the initial contact with that agency. In the event of a sexual assault, the Sexual Assault Response Team (SART) will be activated.

Crimes should be reported to the Iowa State University Police Department to aid in providing timely warning notices to the community as warranted and to ensure statistical inclusion in the annual security report. ISU does not have a voluntary confidential procedure for reporting crimes to law enforcement.

#### Emergency Telephones

By activating an emergency telephone at one of the following locations, you will be connected with an ISU Police Department dispatcher.

- Northeast of Molecular Biology Building
- South of Printing Services Building
- North of Soil Tilth Building
- Inside Physics Building
- West of Hub
- West of Jischke Honors Building
- Thielen Student Health Center
- Southeast of Black Engineering Building
- West of East Campus Parking Deck
- Forker/RCA Corridor
- Southeast of Towers Residence Halls
- South of Ann Campbell Transit Hub
- East of Jack Trice Stadium
- North of Reiman Gardens
- North side of College of Veterinary Medicine
- East side of College of Veterinary Medicine

To view a map of telephone locations, go to: [www.fpm.iastate.edu/maps/](http://www.fpm.iastate.edu/maps/)

Section 262.13 of the Iowa Code grants university police officers the authority to apprehend and arrest anyone involved in illegal acts on, or adjacent to, campus. Statewide jurisdiction exists when acting in the interests of Iowa State University.

#### Police Department Staffing

- 37 full-time sworn officers
- 6 full-time dispatch staff
- 2 records clerks
- 1 administrative advisor
- 1 sexual assault response coordinator
- 1 sexual assault examiner coordinator
- 1 administrative assistant
- Part-time student dispatchers
- Part-time community service officers



The ISU Police Department encourages anyone who is the victim of, or witness to, any crime to promptly report the incident to the police.

## Timely Warnings

### POLICY

Timely warnings shall be issued on a case by case basis whenever ISU Police determines that a potentially dangerous criminal situation on or near campus is considered to pose a serious or continuing threat to students and employees. ISU Police will pay special attention to all cases involving allegations of sex offenses and the fact that the allegations involve acquaintances shall not automatically rule out the issuance of a timely warning. In determining whether to issue a timely warning, ISU Police shall consider the following factors: the nature of the crime; the continuing danger to the campus community considering its location, how recently it occurred, its recurring nature, and whether a suspect has been apprehended; the amount and quality of information known by law enforcement regarding the incident and the individuals involved; the input provided by any victim of the crime; and the possible risk of compromising the law enforcement investigation.

All of us want to be promptly alerted to potentially dangerous criminal situations occurring on or near the ISU campus so that we have both the time and information necessary to take appropriate precautions. This is done through the issuance of timely warnings once the situation is confirmed and pertinent information is available.

Timely warnings must be issued for any *Clery Act* crime that occurs on or near campus that:

- ⇒ Is reported to campus security authorities or local police agencies; and
- ⇒ Is considered by the institution to represent a serious or continuing threat to students and employees; and
- ⇒ Does not compromise law enforcement efforts.

*Clery Act* crimes include: murder, manslaughter, forcible sex offenses, non-forcible sex offenses, robbery, aggravated assault, burglary, arson and motor vehicle theft. In March 2013, the *Violence Against Women Act* amended the *Clery Act* to include dating violence, domestic violence and stalking as *Clery* reportable crimes.

Timely warnings are not limited to violent crimes or crimes against persons. They can be issued for threats to persons or property as well. For example, it's possible to have a rash of residence hall burglaries or motor vehicle thefts that would merit a timely warning because they present a continuing threat to the campus community. Several reports of a drug facilitated sexual assault may also trigger a timely warning notification.

### Procedures for Issuing Timely Warnings

1. The Chief of Police or his designee is responsible for determining that a potentially dangerous situation exists on or near campus that poses a serious or ongoing threat to the campus community.
2. Upon confirmation, the Chief of Police or his designee may consult with University Relations staff, the Dean of Students Office, the Depart-

ment of Residence and other university officials as appropriate to determine the content of the warning. It shall be succinct but informative and contain as much pertinent detail as is available to help the campus community take appropriate precautions. The message will include information about the crime, the location, suspect information and will link to informational material as necessary to inform the campus community on ways to take protective actions, resources for obtaining help and university policies and procedures.

3. ISU will use active channels of communication to notify the campus community of the timely warning. Currently, mass e-mail notification is the best option. However, ISU may also determine if the ISU Alert system, outdoor early warning system, postings to the ISU Homepage, social media websites and local television and radio stations would provide additional strategies for informing the campus community.
4. Information Technology Services has been designated as the entity responsible for distributing timely warning notifications to campus community members. The ISU Police Department has also designated an individual within the department that has the authority to distribute the notices when necessary.
5. Updated information may be posted on the ISU homepage as it becomes available.
6. A notification will be issued when the situation has been resolved or the threat no longer exists.

Anyone who becomes aware of a situation that may warrant a timely warning should contact ISU Police immediately.

<b>Telephone</b>	911 or 515-294-4428
<b>In Person</b>	55 Armory Building Pammel Drive and Bissell Road
<b>E-mail</b>	dpsinfo@iastate.edu

**When calling ISU Police for assistance, it is important that you stay calm, speak clearly and provide the following information:**

- ◆ **Your name**
- ◆ **Your phone number**
- ◆ **Your location**
- ◆ **The nature of your problem**  
— do you need police, fire or ambulance

**Do not hang up until the dispatcher tells you to do so. Be assured that assistance is on the way.**

**ISU POLICE  
Emergency 911  
Non-emergency  
515-294-4428**

**We all share the responsibility of keeping the Iowa State University community a safe place for our students, faculty, staff and visitors. Please notify ISU Police of any crime or suspicious activity that you observe.**

## What Happens When a Student Is Missing

### Reporting a Missing Student

#### **Policy Statement**

When a student is missing, as defined in this policy, ISU Police shall be notified as soon as possible, but no later than twenty-four hours after the student's absence is noticed. Any person may report any Iowa State University student as missing by making a report to the ISU Police by calling 515-294-4428.

For purposes of this policy, a student is missing when the student's whereabouts are unknown and unexplained for a period of time regarded as highly unusual or suspicious by persons familiar with the student's plans, habits or routines.

#### **Initial Institution Response**

Upon receipt of a missing student report, the ISU Police Department will promptly begin efforts to locate the student on campus, at other sites controlled by the university and at other locations in which the student resides working closely with the Dean of Students Office, the Department of Residence, the academic college and department in which the missing student is enrolled, the department in which the missing student is employed (in the event the student is employed by ISU) and the local law enforcement agencies in the locations where the student resides.

Initial efforts to contact the student may involve telephone, e-mail, text message or other electronic communications such as use of a meal plan card or building access card.

University personnel authorized by the ISU Police Department or the Dean of Students Office may attempt to contact the student at his or her housing unit on the campus or at his or her local residence.

If a student who resides in university controlled housing units does not respond to initial efforts to make contact, Student Affairs or other authorized Department of Residence personnel may enter the student's room in order to assess the condition of the room and look for clues to explain the student's absence. ISU Police will request that Student Affairs personnel enter student rooms.

University personnel authorized by ISU Police or Dean of Students Office may pursue such additional or other investigative activities as are reasonable under the circumstances.

#### **Institutional Response After Determining a Student is Missing**

No later than twenty-four hours after the time a student is determined to be missing, as defined under this policy, Iowa State University shall initiate the following emergency contact procedures:

- ◆ The ISU Police Department shall notify local law enforcement agencies such as the Ames Police Department, the Story County Sheriff's Office, and other law enforcement agencies in locations where the student resides in an attempt to locate the missing student.
- ◆ The ISU Police Department must notify the persons designated by the student in the Emergency Contact Database that the student is missing.
- ◆ The Dean of Students Office also must notify the student's custodial parents or legal guardians in the case of unemancipated students under the age of eighteen.

#### **Student's Option to Identify Persons to be Informed**

##### **Students in university controlled housing:**

At the time a student initially registers for classes or is accepted as a resident in university controlled housing, the student will be given an opportunity to designate an emergency contact, which would be used in the event the student is missing. This information can be updated at any time by the student.

##### **Emergency contact information on AccessPlus:**

All students, whether living in university controlled housing or not, will be provided confidential means to designate and update emergency contacts using the Emergency Contact Information page on the ISU AccessPlus website, which contains a special section for students to provide Missing Person contact information.

##### **Confidentiality:**

Missing person contact information will be maintained as a confidential record by the university and will be accessible only to specifically designated authorized university officials. This confidential information may not be disclosed except to law enforcement personnel in furtherance of a missing student investigation.

##### **Students under 18:**

The university will inform students under the age of eighteen that, in the event they are unemancipated and determined to be missing, their custodial parent or legal guardian must be notified.

#### **For your safety:**

- ◆ Let a friend or roommate know your daily routine.
- ◆ Inform your friends or roommates if you plan to be away for an extended period of time.
- ◆ Carry your cell phone with you. Make sure you keep it charged and powered on.
- ◆ Notify ISU Police if you think you are being stalked or harassed.
- ◆ Use the safety escort service (515-294-4444) instead of traversing campus alone at night.
- ◆ Keep your ISU Alert and emergency contact information current.

## ISU Alert & Emergency Contact Information

Iowa State University maintains information regarding your preferred contact information to be used if you need to be informed about a campus-wide emergency (ISU Alert) and additional information to be used if the institution needs to let others know that you are personally involved in an emergency situation (Emergency Contacts). Log into AccessPlus and follow these easy steps to provide or update both types of information.

ISU ALERT INFORMATION	EMERGENCY AND MISSING PERSON CONTACT INFORMATION
Used to inform you and the campus community if a potentially dangerous situation exists on campus.	Used by ISU emergency personnel to let your contacts know you are injured, have become ill or are missing.
<p>1. Log into <a href="#">AccessPlus</a>. The ISU Alert and Emergency Contact links are located on the left-hand side of the AccessPlus homepage.</p>	
<p>2. On your “Home” tab, click “<i>ISU Alert</i>” in the left navigation column.</p> <p>3. The subsequent page will display your current:</p> <ul style="list-style-type: none"> <li>• Telephone number for voice alerts</li> <li>• Telephone number for text alerts</li> <li>• E-mail address for e-mail alerts</li> </ul> <p>4. Check your ISU Alert Information to ensure that it is accurate and that it includes the telephone numbers and e-mail address most likely to reach you in an emergency.</p> <p>5. If you don’t wish to receive one or more of the alerts (voice, text, or e-mail), leave that item blank.</p> <p>6. If you leave ALL sections blank, you <u>WILL NOT</u> receive any ISU Alerts in an emergency.</p>	<p>2. On your “Home” tab click “<i>Emergency Contact</i>” in the left navigation column.</p> <p>3. The subsequent page will display your current:</p> <ul style="list-style-type: none"> <li>• Emergency contact information for up to five individuals</li> <li>• Missing person contact information (first person on your contact list)</li> </ul> <p>4. Add or change names, addresses, telephone numbers and e-mail addresses for persons to be contacted in an emergency.</p> <p>5. Change the order of your contacts using the up/down arrows.</p> <p>6. IF YOU DO NOT SUBMIT INFORMATION, THE UNIVERSITY MAY NOT HAVE ANYONE TO CONTACT IN THE EVENT YOU MAY HAVE AN EMERGENCY OR ARE MISSING.</p>
<p>7. Log out of Access Plus</p>	
<p>Note: Changes made to your ISU Alert and Emergency Contact Information will take effect each evening, Monday through Friday, excluding holidays.</p>	

**Keeping the ISU campus safe is a responsibility we all share. If you see any suspicious or criminal activity, call the ISU Police Department immediately.**

**ISU POLICE 515-294-4428 or 911 (Emergency)**

## Emergency Notification, Response and Evacuation

*For the safety and welfare of our ISU community, all students, faculty and staff members must be aware of the ISU Emergency Notification, Response and Evacuation Policy and Procedures that will be implemented should a situation occur.*

### Call 911

All ISU community members are urged to call 911 to report any dangerous situation on campus that involves an immediate threat to the health or safety of students, staff or visitors.

### Police Response

The ISU Police Department will initiate the university's response by immediately investigating reports of a significant emergency or dangerous situation within the university community. ISU Police may request assistance from other university departments or units to confirm an immediate threat. ISU Police coordinates with Environmental Health and Safety (EH&S) in implementation of the ISU Emergency Operations Plan.

### Emergency Notification

Should an emergency or dangerous situation pose an immediate threat to the campus community, members shall be notified without unreasonable delay, unless ISU Police determines that immediate notification would place the ISU community at a greater risk or would compromise efforts to contain, respond to or mitigate the emergency. It is the responsibility of the ISU Police Department, with the assistance of the ISU Critical Response Team (CIRT) and other departments or units, to:

- ◇ Determine the content of any notification
- ◇ Determine the appropriate campus segments to notify
- ◇ Initiate the appropriate notification system
- ◇ Continue to update the ISU community while the emergency exists

### Communication Methods

ISU has several systems for communicating emergency information to the ISU community. Any or all of the following methods may be used, depending on the emergency situation:

- ◇ **ISU Alert** — An electronic system for quickly delivering emergency messages to students, faculty and staff. Participants receive information via landline phones, cell phones, text messages and e-mail according to their personal designations. Messages are brief and include basic information and instructions for obtaining additional details. The ISU Alert system will be used only for emergencies posing an immediate danger to the university community.

- ◇ **Mass e-mail** — ISU can send a mass e-mail to all employees and students to advise them of a dangerous condition or the need to evacuate.
- ◇ **Voice-enhanced siren system** — Five warning sirens with voice message capability are strategically located on campus to alert the ISU community whenever a potentially dangerous condition exists.
- ◇ **University homepage website** — Following a message notifying the campus of an emergency, additional information will be found on the university homepage website, accessible to the community and media outlets. Information will be updated as available. In an extreme emergency, the university may replace the regular homepage with a website designed for emergency communications only. Regular website functionality can be obtained from a link on the emergency website.
- ◇ **Public address systems** — Specific areas and buildings on campus have public address systems to disseminate information. University police vehicles are also equipped with public address systems.
- ◇ **Personal communication** — Individual departments and units are encouraged to maintain various types of personal communication, including phone trees and e-mail lists that can be accessed if needed.

**Signage** — Each building on campus is assigned a supervisor who may be asked to assist in an emergency by posting signage that provides information and direction to the campus community. Building occupants are encouraged to familiarize themselves with the nearest evacuation routes. All classrooms have posted an Emergency Response Guide containing response advice related to fires, severe weather, urgent situations and violent incidents.

### Evacuation

Each campus building has a designated evacuation plan. Specific plans are posted on each floor of each building and can be accessed online. Other than fire alarms, the ISU Police Department is responsible for determining whether or not the emergency or dangerous situation warrants a building evacuation and, if so, notifying the occupants.

### Testing

All emergency communication methods are tested on at least an annual basis, according to standards as appropriate. In 2013, testing occurred on April 25 and October 23. ISU Police and EH&S also coordinate table top exercises to test emergency response procedures.



Officers participate in mandatory and other training throughout the year to hone their skills and keep updated on best practices and ever-changing law enforcement trends.



Bike officers stop to chat with students during their patrol of parking lots during home football games.

## Maintaining Facilities

Iowa State University is committed to campus safety and security. Exterior lighting and landscape control are critical components for meeting those commitments.

Representatives from various departments and student groups conduct evening safety walks to ensure campus lighting is adequate and the landscape is controlled appropriately. Deficiencies are noted and a list is forwarded to Campus Services for action.

Community Service Officers check lights nightly as they perform building security checks. Any non-functioning lights and/or locks are noted and repair orders are submitted to Facilities Planning and Management (FP&M) the next morning. Repairs are generally completed within 24 hours or, in the case of weekends or holidays, the next business day.

Community members may report any lighting problems, faulty locks, or other campus safety issues to the FP&M Service Center at 515-294-5100 or ISU Police at 515-294-4428.

Maintenance staff personnel are on-call after hours and available to respond to situations requiring immediate attention. Calls made to the service center after regular business hours are answered by ISU Police.

### Residence Hall Maintenance

Requests for maintenance and custodial services in residence halls and on-campus apartments are processed by the staff in the Department of Residence (DoR) Service Center, 0347 Helser Hall.

The DoR Service Center is staffed Monday-Friday from 7:00 a.m. - 7:00 p.m. and Saturday and Sunday from 8:00 a.m.- 5:00 p.m. The Service Center is closed on university holidays.

**Non-Emergency Requests** – Submit requests via the On-Line Work Order System.

**Emergency Requests** – Call the Service Center at 515-294-3322. After hours, you will hear a message with detailed instructions of how to receive assistance to resolve your emergency.

When submitting requests, please keep in mind the following:

- You must be physically on-campus and within the ISU firewall to submit a request.
- By submitting a request you are giving DoR staff permission to enter your room to perform maintenance or custodial services without prior notification. As such, DoR staff will not submit a request on your behalf.
- The DoR Service Center reserves the right to determine the priority of all work that is undertaken.
- You will receive a confirmation email and a reference number. Please keep this number because it will allow you to follow-up on your request.

Requests are generally handled by DoR Facilities Management staff. However, depending on the nature and scope of your request, assistance may be needed from staff within the ISU offices of Facilities Planning and Management (FP&M) and Environmental Health and Safety (EH&S) or from a university approved outside contractor.

## Off-Campus Activities

Fraternities and sororities are located near campus on privately-owned property. Primary law enforcement response is provided by the Ames Police Department. However, ISU Police may respond to situations that occur when requested to do so.

The Ames Police Department and the ISU Police Department enjoy a close working relationship and share information that may be of mutual interest on a routine basis. Since members of the fraternities and sororities are ISU students, activities occurring in or around those housing units are of interest to the university.

Student Affairs personnel also monitor activities and initiate disciplinary action as deemed appropriate.



The campanile is one of the most recognizable landmarks on the Iowa State campus.



This white squirrel is one of the many creatures that call ISU home.

## Building Access

### Administrative and Academic Buildings

The Building Supervisor determines building unlocking and locking schedules for each semester. Any changes to the master schedule should be submitted to [Room Scheduling](#) for entry.

If the building hours and systems need to be extended for one day or less, requests should be sent to Building Security Services using the [After-Hours Building Access Request Form](#).

If an event has been approved and scheduled by Room Scheduling, the building and general university classroom will be open. Rooms that are scheduled and controlled by a department will be locked and arrangements for a key should be made with the department. DPS does not open interior doors.

If there is an event scheduled in a building and the building is locked, please call 294-5100.

### Department of Residence Facilities

The Department of Residence has installed access control systems in all on-campus residence halls. Only individuals with housing contracts and staff are issued cards to gain entrance to the building after hours. Most residence facilities are unlocked from 6:00 a.m. until 11:00 p.m. daily.



Friley Hall is the largest residence complex on the ISU campus.

## Safety Tips

**Protect Yourself:** Awareness of your surroundings and actions contribute significantly to personal safety.

- ◆ Trust your instincts — if a place or situation doesn't feel right, it probably isn't.
- ◆ Avoid working or studying alone in a building at night.
- ◆ Avoid shortcuts and isolated areas when walking after dark.
- ◆ Don't walk alone after dark — call for a free Safety Escort (515-294-4444).
- ◆ Wear only one earpiece when using a personal listening device.
- ◆ Wear only one backpack shoulder strap when walking at night; avoid wearing a strap over your neck and shoulder. This prevents an attacker from easily controlling you.
- ◆ Never leave your backpack or other items unattended.
- ◆ Lock your residence hall room whenever you leave it, even if only for a few minutes. Most residence hall thefts occur from unattended unlocked rooms.
- ◆ Limit your alcohol intake. Avoid combining alcohol and drugs; the result could be dangerous.
- ◆ Practice online safety. Never reveal personal information such as your social security number.
- ◆ Carefully consider what you post online; privacy settings are not "private." Online postings are available even after being deleted.
- ◆ Report any suspicious or criminal activity to the police — for emergencies call 911.



You may anonymously report criminal activity to [Story County Crime Stoppers](#) by calling 515-382-7577, by texting "STORYCOUNTY", followed by your tip to 274637 (Crimes) or by going online to [www.storycountycs.com](http://www.storycountycs.com). Rewards up to \$1,000 may be given for information leading to arrests.

## Security Awareness Programs for Students and Employees

During new student orientation, which occurs the last week in May through the first week in July, incoming students and their parents are informed of services provided by the Iowa State University Police Department. Using a slide show and verbal presentation, students learn about various ways to take responsibility for their own safety and to be involved bystanders. That presentation is followed by an opportunity to ask questions of DPS officers. At various times throughout the year, new Iowa State University employees are provided with a similar program during their orientation session.

During the academic year, officers work in cooperation with the Department of Residence to provide safety programs to on-campus residents. Safety programs include alcohol and drug awareness, sexual assault prevention, bystander intervention, harassment and

stalking awareness, football game day safety, and a spring safety campaign. The program most requested is Violent Incident Response Training (VIRT). Based on the ALICE (Alert, Lockdown, Inform, Counter, Evacuate) principles, VIRT provides training regarding the public's response to an active killer.

Two common themes are presented in all DPS programs: bystander intervention and taking responsibility for personal safety.

In addition to in-person, topic-specific presentations, officers staff booths at multiple volunteer and career fairs, recruiting student employees and promoting safety efforts. Social media platforms Facebook and Twitter are also used to disseminate safety information and crime prevention tips.

## Crime Prevention Programs

New Student Orientation provides a great foundation for crime prevention education within Iowa State University. Both families and students are provided with personal safety and theft prevention education that can be applied both on- and off-campus. New employees are provided with similar information in their respective orientation sessions. Through a Department of Residence Police Liaison Program, officers are able to build rapport with specific residence halls and are subsequently asked to provide training on a variety of educational strategies including theft prevention, bystander intervention, alcohol and drug awareness, stalking, harassment and sexual assault. A spring campaign surrounding the phrase "See Something, Say Something" is conducted every year to encourage community members to call the police when they observe concerning, disruptive, or harassing behavior.

### Additional Programs

(The following programs are available through Prevention Services, a division of Student Health. For more information, call 515-294-2194.)

**AlcoholEdu Online Prevention Program** is a science-based, interactive online program that provides students information about alcohol and its effects on the brain, body, and behavior. The program includes surveys, tests of knowledge, and chapters with information about: how alcohol influences behavior; how alcohol affects learning and memory; how to recognize and respond to an alcohol-related emergency; how the body and brain respond at various blood alcohol concentrations (BAC); and how college students can reduce risk

if they choose to consume alcohol. (5,281 freshmen reached in 2013)

**Haven Online Sexual Misconduct Prevention Program** educates students about the elements of healthy relationships, the importance of sexual consent, the role of bystanders in creating safe, healthy communities. Definitions of key terms and links to campus policies are provided regarding domestic violence, dating violence, sexual assault and stalking. (5,281 freshmen reached in 2013)

**Bystander Intervention Training for Sexual Misconduct Prevention:** Mentors in Violence Prevention (MVP) is a bystander intervention facilitation program that uses a "bystander" model to empower each student to take an active role in promoting a positive university climate. It is an interactive discussion in which the facilitator uses real-life scenarios that speak to the social life experiences of young men and women in college. The scenarios are intended to allow students to construct and practice viable options in response to incidents of harassment, abuse, or violence before, during, or after the fact. (20 presentations reaching 578 students in 2013)



Lieutenant Josh Hale and Captain Carrie Jacobs staff the ISU Police display.



Officers Doug Hicks and Anthony Greiter talk to students at the Destination Iowa State picnic.

## Alcohol, Drugs and Other Intoxicants Policy

This university policy addresses alcohol, drugs and other intoxicants and clarifies the rules regarding possession, consumption and distribution of intoxicants within university owned or operated buildings, property and grounds including administrative, instructional and research facilities. The policy applies to all university employees, students and visitors. The policy supplements Iowa Administrative Code Section 681-13.17(2) and will be construed to comply with federal and state law.



### POLICY

**Drugs that are not legally available shall not be used, possessed, sold or distributed on campus. The unauthorized distribution of prescription drugs on the campus by one person to another person is prohibited. Misuse of drugs and other intoxicants is also prohibited.**

**The possession or consumption of alcoholic beverages on the Iowa State University campus will be permitted in accordance with state law. Pursuant to Board of Regents policies, the consumption of alcoholic beverages on the campus will generally be permitted only where approved by the Vice President for Business and Finance.**

#### Available Resources

ISU Counseling Services  
515-294-5056

Thielen Student Health Center  
Prevention Services  
515-294-2194

Alcoholics Anonymous  
515-232-8642

Center for Addictions Recovery  
515-232-3206

Community Family Resources  
515-232-3206

Employee Assistance Program  
515-232-7009

ISU Police Department  
515-294-4428

Possession and consumption of alcoholic beverages is permitted in university housing according to the policies established by the Department of Residence and only for those persons having attained drinking age (21 years) as stipulated in the laws of the State of Iowa.

ISU Police strictly enforce all state and federal laws as well as university rules and regulations. Violators are subject to University disciplinary action, criminal prosecution, fine and imprisonment. Students may receive penalties that include education, evaluation and/or other sanctions ranging from disciplinary probation to expulsion. If the student is living in the residence halls, Greek housing, or is an athlete, further sanctions may apply.

Staff and faculty may receive penalties that include referral for assessment/treatment, as well as other sanctions ranging from probation to termination of employment.

### Prevention Programs

- Thielen Student Health Center—Prevention Services

The center provides preventative, educational and informative services to the ISU community regarding substance use and abuse. Working with other campus departments and organizations, the health center strives to combat the negative effects of substance abuse on student success.

- Student Counseling Services

Substance misuse or over-use is often partially responsible for students experiencing depression, anxiety, or problems meeting their potential in school and life tasks. SCS counselors ask about substance use/abuse whenever a student requests services, then discuss with the client how substance use/abuse may be impacting the areas of concern. This discussion is generally integrated into counseling which focuses on the client achieving life goals. The SCS does not conduct formal substance abuse assessments. Whenever a substance use disorder appears to be the primary area of difficulty, counselors may refer to outside specialists in the field (Community Family Resources located at 1619 South High Street in Ames). If additional referrals are needed, please contact the Clinical Care Coordinator in the Student Counseling Service.



## Facts You Should Know Before You Drink

Iowa's legal drinking age is 21

Iowa's legal blood alcohol limit is .08

The fine for possession of alcohol under the legal age is \$330



### If You DO Choose to Drink:

Misuse of alcohol or drugs inhibits your ability to act responsibly or react quickly. Below are a few safety tips you should keep in mind:

- Limit your alcohol intake.
- Avoid combining alcohol with prescription medicines and club drugs; the combination can be dangerous.
- Never leave your drink unattended or accept a pre-poured drink from a stranger.
- Buzzed or drunk driving is deadly and illegal; leave your vehicle parked and find other transportation. Your life and others' lives depend upon your decision.
- Don't hesitate to call ISU Police (515-294-4428) if you or your friend are in need of assistance and have been drinking. Our main concern is your safety!

### PENALTIES FOR OPERATING WHILE INTOXICATED IN IOWA

Offense	Fine	And/or Jail	License Suspension
1st	\$1,250	2 days to 1 year	180 days
2nd	\$1,875 - \$6,250	7 days to 2 years	2 years
3rd	\$3,125 - \$9,375	30 days to 5 years	6 years

### PENALTIES UNDER IOWA LAW FOR POSSESSION OF CONTROLLED SUBSTANCES

124.401(5) (Includes minimum imprisonment of 48 hours, which can be suspended)

Note: The reduced penalties for marijuana would appear to apply only if the present offense and all previous convictions were for marijuana, otherwise the penalties for the "other than marijuana" would apply. Convictions for violations of Chapters 124, 124A, 1245B and 453B can be used to enhance second and subsequent offenses in the "other than marijuana" category.

	Marijuana	Other than Marijuana
First Offense	Serious Misdemeanor	Serious Misdemeanor
Second Offense	Serious Misdemeanor	Aggravated Misdemeanor
Third or Greater Offense	Aggravated Misdemeanor	Class "D" Felony

## Penalties Under Iowa Law for Manufacturing, Delivering, a Counterfeit Substance or

GENERAL OFFENSE MISDEMEANOR CLASSIFICATION	SPECIAL CLASS “B” FELONY - §124.401(1)(a) <sup>1</sup>	SPECIAL CLASS “B” FELONY - §124.401(1)(b) <sup>1</sup>
<b>PENALTY</b>	Not greater than 50 years and a fine of not greater than \$100,000	Not greater than 25 years and a fine of not less than \$5,000 and not greater than \$100,000 <sup>2</sup>
<b>SUBSTANCE</b>		
<b>LSD</b>	Greater than 10g	Not greater than 10g
<b>COCAINE BASE “CRACK”</b>	Greater than 50g	Greater than 10g but not greater than 50g
<b>COCAINE</b>	Greater than 500g	Greater than 100g but not greater than 500g
<b>PCP (PURE)</b>	Greater than 100g	Greater than 10g but not greater than 100g
<b>PCP (MIXED)</b>	Greater than 1kg	Greater than 100g but not greater than 1kg
<b>HEROIN</b>	Greater than 1kg	Greater than 100g but not greater than 1kg
<b>MARIJUANA</b>	Greater than 1,000kg	Greater than 100kg but not greater than 1,000kg
<b>METHAMPHETAMINE AMPHETAMINE</b>	Greater than 5kg <sup>4</sup>	Greater than 5g but not greater than 5kg
<b>SALVIA DIVINORUM</b>		
<b>SYNTHETIC CANNABINOIDS</b>		
<b>SYNTHETIC CATHINONES</b>		
<b>OTHER SCHEDULE I, II, AND III SUBSTANCES<sup>6</sup></b>		
<b>SCHEDULE IV AND V SUBSTANCES<sup>7</sup></b>		

<sup>1</sup> These are non-bailable offenses after conviction and while awaiting appeal. Iowa Code §811.1(2). Note: must be a second or subsequent offense of §124.401(1) (c) to qualify as non-bailable.

<sup>2</sup> Note that the Iowa Supreme Court has determined that the minimum fines set out for violations of §124.401(1) may be suspended or deferred under chapter 907 of the Iowa Code, State v. Grey, 514 N.W.2d78 (Iowa 1994).

<sup>3</sup> This is the accommodation offense. It only includes delivery and possession with intent to deliver less than or equal to 1/2 ounce of marijuana, which was NOT offered for sale. Manufacturing marijuana is not included. An offender under this subsection is sentenced as if convicted of §124.401(5) (possession of marijuana).

**or Possessing with the Intent to Deliver a Controlled Substance,  
a Simulated Controlled Substance**

<b>SPECIAL CLASS “C” FELONY - §124.401(1)(c)<sup>1</sup></b>	<b>SPECIAL CLASS “D” FELONY - §124.401(1)(d)</b>	<b>AGGRAVATED MISDEMEANOR §124.401(1)(d)</b>	<b>SPECIAL CLASS SERIOUS §124.401</b>
Not greater than 10 years and a fine of not less than \$1,000 and not greater than \$50,000 <sup>2</sup>	Not greater than 5 years and a fine of not less than \$1,000 and not greater than \$7,500 <sup>2</sup>	Not greater than 2 years or a fine of not less than \$500 and not greater than \$5,000 or both	Not greater than 6 months or a fine of not great than \$1,000 or both <sup>3</sup>
Less than or equal to 10g			
Less than or equal to 100g			
Less than or equal to 10g			
Less than or equal to 100g			
Less than or equal to 100g			
Less than or equal to 100g			
Greater than 50kg but not greater than 100kg	Less than 50 kg		Less than or equal to 1/2oz (not offered for sale)
Less than or equal to 5g <sup>5</sup>			
		Any amount	
		Any amount	
		Any amount	
Any amount			
		Any amount	

<sup>4</sup> Deferred judgments, deferred sentences and suspended sentences are NOT available in these instances when the substance is methamphetamine. Iowa Code §907.3 (1), (2) & (3).

<sup>5</sup> If first offense for amphetamine or methamphetamine, then sentence may be suspended and defendant ordered to drug court or community based corrections for 1 year or until maximum benefits. §123.301E

<sup>6</sup> Examples of other Schedule I, II and III controlled substances include mescaline, morphine, fentanyl, hashish, hashish oil, methaqualone, Seconal, Nembutal. State v. Kaufman, 265 N.W.2d610 (Iowa 1978).

<sup>7</sup> Examples of Schedule IV and V controlled substances include phenobarbital, Tylenol with codeine, meprobamate, Valium and ephedrine.

## PENALTIES UNDER IOWA LAW FOR POSSESSION OF CONTROLLED SUBSTANCES

### § 124.401(5) (Includes minimum imprisonment of 48 hours, which can be suspended)

Note: The reduced penalties for marijuana would appear to apply only if the present offense and all previous convictions were for marijuana, otherwise the penalties for the “other than marijuana” would apply. Convictions for violations of Chapters 124, 124A, 1245B, and 453B can be used to enhance second and subsequent offenses in the “other than marijuana” category.

	Marijuana	Other than Marijuana
First Offense	6 months, \$1,000 fine	Serious Misdemeanor
Second Offense	Serious Misdemeanor	Aggravated Misdemeanor
Third or Greater Offense	Aggravated Misdemeanor	Class “D” Felony

**AGGREGATION OF WEIGHTS** Iowa Code §124.401(2)—If the same person commits 2 or more acts which are in violation of §124.401(1) and the acts occur in approximately the same location or time period so that the acts can be attributed to a single scheme, plan or conspiracy, the acts may be considered a single violation and the weight of the controlled substances involved may be combined for purposes of charging the offender and enhancing the criminal penalties. This is done at the discretion of the prosecutor. *State v. Robinson*, 506 N.W.2d 769 (Iowa 1993).

**FIREARM AND OFFENSIVE WEAPON ENHANCEMENT** Iowa Code §124.401(1)(e) and (f)—If in the immediate possession of a firearm while participating in a violation of §124.401(1), the penalty shall be 2 times the term otherwise imposed or granted. If in the immediate possession or control of an offensive weapon while participating in a violation of §124.401(1), the penalty shall be 3 times the term imposed by law. A judgment or sentence under the firearm or offensive weapon enhancement cannot be deferred or suspended. *State v. Goodson*, 503 N.W.2d 395 (Iowa 1993).

**SCHOOL OR PUBLIC RECREATION ZONE ENHANCEMENT** Iowa Code §124.401A and §124.401B—If convicted of distributing or possessing with the intent to distribute a Schedule I, II or III controlled substance (includes both a counterfeit and a simulated controlled substance) to a person greater than or equal to 18 years, and the offense is within 1,000 feet of a public or private elementary or secondary school, public park, public swimming pool, public recreation center, or on a marked school bus, then the offender may be sentenced to an additional term of 5 years (§124.401A). If convicted of possessing a Schedule I, II, or III controlled substance (includes a simulated controlled substance, but the “counterfeit substance” language was omitted from the statute) and the offense is within 1,000 feet of a public or private elementary or secondary school, public park, public swimming pool, public recreation center, or on a marked school bus, then the offender may be sentenced to an additional penalty of 100 hours of community service work for a public agency or a nonprofit charitable organization (§124.401B).

**MANUFACTURING METHAMPHETAMINE IN PRESENCE OF A MINOR** Iowa Code §124.401C—If someone greater or equal to 18 years manufactures methamphetamine 1) in the physical presence of a minor; 2) at the residence of a minor; 3) in a building where a minor might reasonably be present; 4) in a public accommodation (hotel, motel, etc.); or 5) in a multi-unit dwelling (apartment, condo, duplex, etc.), they shall be sentenced to an additional 5 years imprisonment.

#### MANUFACTURING OR DELIVERY OF AMPHETAMINE OR METHAMPHETAMINE TO A MINOR

Iowa Code §124.401D—If someone greater than or equal to 18 years delivers, possesses with the intent to deliver, conspires to deliver or possess with intent to deliver, or conspires to manufacture methamphetamine for delivery to someone < 18 years: 1st offense = 99 years; 2nd or subsequent offense = Class “A” felony (life imprisonment). §902.9(0A). If 1st offense, then not eligible for parole until a minimum of 10 years served. §902.8A.

**TAMPERING WITH, POSSESSING OR TRANSPORTING ANHYDROUS AMMONIA** Iowa Code §124.401F—It is a serious misdemeanor to tamper with anhydrous ammonia equipment or to possess or transport anhydrous ammonia in a container not approved by the secretary of agriculture. A civil penalty of not more than \$1,500 may also be imposed.

**SECOND OR SUBSEQUENT OFFENSES** Iowa Code §124.411(1)—If previously convicted of any state or federal drug statute, and subsequently convicted under chapter 124, that person may be imprisoned for a period not to exceed 3 times the term otherwise authorized, or that person may be fined not more than 3 times the amount otherwise authorized, or both. The enhancement may be less than the triple amount and it also multiplies any other enhancements (such as firearm enhancement) that may be imposed. *State v. Rodgers*, 560 N.W.2d 585 (Iowa 1997). Does not apply to violations of §124.401(5).

**MANDATORY MINIMUM SENTENCE** Iowa Code §124.413 (in reality a limitation on eligibility for parole)—A person sentenced pursuant to §124.401(1)(a), (b), (c), (e) or (f), shall not be eligible for parole until the person has served a minimum period of confinement of one-third of the maximum indeterminate sentence prescribed by law. This provision does not apply to marijuana. Schedule IV or V controlled substances under §124.401(1)(d). If this is a first offense under §124.413, the court may, at its discretion, sentence the person to a term less than provided for by statute if mitigating circumstances exist and those circumstances are stated specifically on the record. (See §901.10.) Probation is still a possibility. *State v. Farley*, 351 N.W.2d 537 (Iowa 1989); *State v. Draper*, 457 N.W.2d 600 (Iowa 1990); *Kinnersley v. State*, 494 N.W.2d 698 (Iowa 1993).

**RESTRICTION ON THE REDUCTION OF A MANDATORY MINIMUM SENTENCE** (Iowa Code §901.10(2))—A person convicted of an amphetamine or a methamphetamine offense under §124.401(1)(a) or (b), (i.e., greater than 5 grams), is not eligible for a reduction of the mandatory minimum of confinement imposed pursuant to §124.413, unless the person pleads guilty, and then, the mandatory minimum may only be reduced by a maximum of one-third. In addition, if the defendant cooperates with the prosecution of others AND the prosecutor recommends it, the court may reduce the remaining mandatory minimum sentence by up to one-half. If the violation is for §124.401D, the same applies but there is apparently no “one-half” limit on reduction if the prosecutor requests further reduction.

**RECONSIDERATION OF FELONY SENTENCE** Iowa Code §902.4—The District Court retains jurisdiction for a period of ninety (90) days to reconsider a felon’s sentence (other than a Class A felony or for which a mandatory minimum is imposed). The Court shall not disclose its decision to reconsider or not to reconsider until the date reconsideration is ordered, or the 90 day period for reconsideration is past. If an individual is sentenced for a violation of §124.401 and §124.413, he would not be eligible for reconsideration. *State v. Canas*, 571 N.W.2d 20 (Iowa 1997). However, if it is a first offense and the mandatory minimum is not imposed (see above), then the Court may reconsider.

**REOPENING OF 99 YEAR SENTENCE** Iowa Code §901.5A—The Court may reopen a 99 year sentence if the prosecutor requests it and the Court finds that the defendant cooperated in the prosecution of others. Any reduction in sentence is based on §901.10(3). Reopening of the sentence does NOT toll or stay any other proceedings or time deadlines.

**COMMITMENT FOR TREATMENT** Iowa Code §124.409—When someone is charged under §124.401 and they consent thereto, or upon a conviction of §124.401, the Court may find that someone is addicted to, dependent upon, or a chronic abuser of controlled substances, and the Court may order commitment for treatment and rehabilitation. If successful at rehabilitation, the Court may remit all or part of the sentence and place the individual on probation.

**POSSESSION OF CERTAIN SUBSTANCES WITH INTENT TO MANUFACTURE** Iowa Code §123.401(4)—It is a Class “D” felony to possess the following with the intent to manufacture a controlled substance: ephedrine, pseudoephedrine, ethyl ether, anhydrous ammonia, red phosphorous, lithium, iodine, thionyl chloride, chloroform, palladium, perchloric acid, tetrahydrofuran, ammonium chloride and magnesium sulfate.

**POSSESSION OF A CONTROLLED SUBSTANCE** Iowa Code §124.401(5)—A first offense conviction for possession of any controlled substance (except marijuana) is a serious misdemeanor with a fine of at least \$250, but not more than \$1,500; in addition, the court may order imprisonment up to one year. Maximum penalty for a first offense conviction for possession of marijuana is imprisonment for 6 months and/or a \$1,000 fine. All or part of the sentence may be suspended and the person placed on probation, with conditions that may include participation in a drug treatment, rehabilitation or education program. If first offense, sentence may be deferred. (See §124.409.) For second and subsequent offenses, see chart on previous page. Aggravated misdemeanors are punishable by a fine of at least \$500, but not more than \$5,000; in addition, the court may order imprisonment up to two years. A Class “D” Felony is punishable by an indeterminate term of imprisonment of not more than 5 years, and in addition, is punishable by a fine of at least \$500, but not more than \$7,500.

**DRUG PARAPHERNALIA** Iowa Code §124.414—It is a simple misdemeanor for any person to knowingly or intentionally manufacture, deliver, sell, or possess drug paraphernalia. Drug paraphernalia is defined as all equipment, products, or materials of any kind used or attempted to be used in combination with a controlled substance, to knowingly and intentionally and primarily:

1. manufacture a controlled substance;
2. inject, ingest, inhale, or otherwise introduce into the human body a controlled substance;
3. test the strength, effectiveness, or purity of a controlled substance;
4. enhance the effect of a controlled substance. There is an exception for items used with lawful controlled substances and hypodermic needles or syringes used for a lawful purpose.

**DISTRIBUTION TO MINORS** Iowa Code §124.406

1. If someone greater than or equal to 18 years distributes or possesses with the intent to distribute a Schedule I or II controlled substance to someone less than 18 years, the offense is a Class “B” Felony and the person shall serve a minimum of 5 years. If it is a counterfeit or a simulated controlled substance, then no minimum 5 years. However, in either case, if the offense occurs within a school or a public recreation zone, then the person shall serve a minimum of 10 years.
2. If someone greater than or equal to 18 years distributes or possesses with the intent to distribute a Schedule III controlled substance (includes a counterfeit or a simulated controlled substance) to someone less than 18 years and there is a greater than or equal to a 3 years difference, the offense is a Class “C” Felony.
3. If someone greater than or equal to 18 years distributes a Schedule IV or V controlled substance (includes a counterfeit or a simulated controlled substance) to someone less than 18 years and there is a greater than or equal to 3 years difference, the offense is an Aggravated Misdemeanor.
4. If someone delivered a controlled substance to another in order to act with, enter into a common scheme or design with, conspire with, or recruit that other person to deliver any Schedule I, II, III, IV, or V controlled substance to someone less than 18 years, the offense is a Class “D” Felony.
5. A court sentencing a person for the first time under §124.406 may, at its discretion, sentence the person to a term less than provided for by statute if mitigating circumstances exist and those circumstances are stated specifically on the record. (See §901.10.)

**RECRUITMENT OF MINORS** Iowa Code §124.406A—If someone greater than or equal to 18 years conspires with or recruits someone less than 18 years to deliver or manufacture a Schedule I through IV controlled substance, the offense is a Class “C” Felony.

**GATHERINGS WHERE CONTROLLED SUBSTANCES UNLAWFULLY USED** Iowa Code §124.407—It is unlawful for any person to sponsor, promote or aid, or assist in a meeting, gathering, or assemblage with the knowledge or intent that a controlled substance be distributed, used or possessed there. If it is anything other than marijuana, it is a Class “D” Felony. If it is marijuana, it is a Serious Misdemeanor. Injunctions may also be issued.

**DATE RAPE DRUG PENALTIES** Iowa Code §709.4(3)—It is Sex Abuse in the Third Degree (a Class “C” Felony) when an individual performs a sex act on a person who is under the influence of a controlled substance, including flunitrazepam (Rohypnol), and 1) the controlled substance prevents the victim from consenting, and 2) the accused knows or should reasonably know that the victim is under the influence of a controlled substance.

**GAMMA-HYDROXYBUTYRATE (GHB)** Iowa Code §126.27—Unless covered by a legitimate prescription, it is unlawful to possess gamma-hydroxybutyrate (an Aggravated Misdemeanor). Furthermore, it is an Aggravated Misdemeanor to distribute or possess with the intent to distribute gamma-hydroxybutyrate when it is intended to promote its unlawful use, or it is known that the other will use it for unlawful purposes.

**DRIVER’S LICENSE SUSPENSION** Iowa Code §901.5(10)—The court shall order the D.O.T. to revoke the driver’s license and/or the operating privileges of a person convicted of certain drug related offenses for a period of one hundred eighty (180) days. If the license or operating privileges are already under suspension or revocation, then the 180 days begins after all other suspensions or revocations have expired. The triggering offenses include violations of §124.401, §124.401A, §124.402, §124.403, §126.3, and Chapter 453B. This provision does not violate “Due Process” or “Equal Protection.” *State v. Bell*, 572 N.W.2d 910 (Iowa 1997). The Iowa Supreme Court has also ruled that the revocation is mandatory. *State v. Klein*, 574 N.W.2d 347 (Iowa 1997).

**DENIAL OF FEDERAL AND STATE BENEFITS** Iowa Code §901.5(11)—The Court shall consider 21 U.S.C.A. §862 (see below), and may order the denial of federal benefits, such as school loans, grants, contracts, professional or commercial licenses. Does not include retirement, welfare, Social Security, health, disability, veterans benefits, public housing, or similar benefits. For any violation of Chapter 123, the Court shall consider the denial of state benefits and may order their denial comparable to the federal benefits. Iowa Code §901.5(12).

### DENIAL OF FEDERAL BENEFITS TO DRUG TRAFFICKERS AND POSSESSORS

	Drug Traffickers	Drug Possessors
First Offense	Ineligible for any or all federal benefits for up to 5 years	1) ineligible for any or all federal benefits for up to 1 year; and/or 2) successfully complete an approved drug treatment program with periodic future testing; and/or 3) perform appropriate community service
Second Offense	Ineligible for any or all federal benefits for up to 10 years	1) ineligible for any or all federal benefits for up to 5 years; and/or 2) successfully complete an approved drug treatment program with periodic future testing; and or 3) perform appropriate community service
Third or Greater Offense	Permanently ineligible for all federal benefits	N/A

Note: The period of ineligibility referred to above may be suspended if the individual has completed a supervised drug rehabilitation program or otherwise has been rehabilitated. These penalties do not apply to any individual who cooperates or testifies for the government.

**CONTROLLED SUBSTANCE TAX STAMP** Iowa Code Chapter 453B—If certain minimum levels of various controlled substances are possessed, then a tax is due according to the schedule below. If the tax is not paid when first due, there is an immediate 100% penalty also assessed. In addition, it is a Class “D” Felony, punishable by an indeterminate term of imprisonment of not more than 5 years, and in addition, punishable by a fine of at least \$500, but not more than \$7,500, for failure to properly affix the tax stamp to the controlled substances.

Taxable Substance	Unprocessed Marijuana Plants	Processed Marijuana	Other Than Marijuana	
			Sold by Weight	Sold by dosage unit
Minimum Triggering Amount	1 plant	42 1/2 grams	7 grams	10 dosage units
Tax Rate	\$750 per plant	\$5 per gram or portion thereof	\$250 per gram or portion thereof	\$400 per 10 units or portion thereof

**Summary of Penalties for Various Offense Categories**

<b>Offense Category</b>	<b>Minimum Fine</b>	<b>Maximum Fine</b>	<b>Maximum Incarceration</b>	<b>Minimum for Parole Eligibility</b>
Simple Misdemeanor (§903.1)	\$50	\$500	In lieu of or in addition to fine, may impose up to 30 Days in Jail	N/A
Serious Misdemeanor (§903.1)	\$250	\$1,500	In addition to fine, may impose up to 1 Year in Jail	N/A
Aggravated Misdemeanor (§903.1)	\$500	\$5,000	Not greater than 1 Year in Jail or not greater than 2 Years in Prison	N/A
Class “D” Felony (§902.9)	\$750	\$7,500	Not greater than 5 Years in Prison	N/A
Class “C” Felony (§902.9)	\$1,000	\$10,000	Not greater than 10 Years in Prison	N/A
Habitual Offender (§902.9; §902.8)	N/A	N/A	Not greater than 15 Years in Prison	3 Years
Class “B” Felony (§902.9)	N/A	N/A	Not greater than 25 Years in Prison	N/A
§124.401D Felony (§902.9 & §902.8A)	N/A	N/A	Not greater than 99 Years in Prison	10 Years
§124.401 (1)(a), (b), (c), (e), or (f) Felony (§124.413)	Varies	Varies	Varies	1/3 of Sentence
Class “A” Felony (§902.1)	N/A	N/A	Life in Prison	N/A
Certain Forcible Felonies: Murder 2nd, Attempted Murder; Sex Abuse 2nd, Kidnapping 2nd, Robbery 1st or 2nd, and Vehicular Homicide (if also convicted of leaving the scene) committed by 3211, reckless or eluding (§902.12)	Varies	Varies	Varies	85 Percent of Sentence
Non-Forcible Felony (other than 3211 offense) with Forcible Felony within last 5 years (§902.11)	Varies	Varies	Varies	50 Percent of Sentence
Forcible Felony and Use of Dangerous Weapon (§902.7)	Varies	Varies	Varies	5 years

## Sexual Misconduct — What You Need to Know

Victims of sexual assault are never at fault and should not be blamed.

Iowa State University strives to create a respectful, safe, and non-threatening environment for its students. This policy lists resources available to students, describes prohibited conduct, and establishes procedures for responding to sexual misconduct incidents that include sexual assault, sexual harassment and other unwelcome behaviors as explained below. While grounded in Iowa criminal law and consistent with the Board of Regents, State of Iowa, "Sexual Misconduct Guiding Principles," this policy governs criminal behavior, as well as other behavior which, although not a crime, is unacceptable and intolerable in an educational environment.



### Policy Statement

The university prohibits sexual misconduct in any form, including sexual assault or sexual abuse, sexual harassment, and other forms of nonconsensual sexual conduct, all of which can be forms of sexual discrimination. Students should be able to live, study, and work in an environment free of sexual misconduct.

Sexual misconduct in any form will not be excused or tolerated at Iowa State University. Criminal, civil and university disciplinary processes are available to a student making a complaint and will be enforced against a person found to have engaged in the behavior. The university is committed to fair and prompt procedures to investigate and adjudicate reports of sexual misconduct and to educating the university community regarding the importance of responding to all forms of sexual misconduct. Special emphasis is placed on the rights, needs, and privacy of the student with a complaint, as well as on the rights of the accused. At the same time, the university adheres to all federal, state and local requirements for intervention and crime reporting related to sexual misconduct.

This policy identifies prohibited behavior for two important reasons: first, to enable victims of prohibited behavior to recognize what happened to them as misconduct and to comfortably seek assistance; and second, to ensure all students are aware of these expectations and can make appropriate decisions, knowing there will be consequences for violating this policy.

The university will make this policy and educational opportunities readily available to all students and other members of the university community. Specifically, the university provides periodic education to students regarding sexual misconduct. The ISU Division of Student Affairs, ISU Police, the Office of Equal Opportunity, and community agencies offer sexual misconduct education and information upon request. The university encourages students and student organizations to take advantage of educational opportunities regarding this policy. Creating a respectful, safe and non-threatening environment is the responsibility of all members of the university community.

### Scope

The sexual misconduct policy covers all Iowa State University students, and in particular students who:

- Are victims of any form of sexual misconduct, including **dating violence, domestic violence, stalking,\*** sexual assault and sexual harassment, by any other person (student, employee, or others outside of the university community)
- Are accused of engaging in behavior prohibited by this policy

As provided by the Student Disciplinary Regulations, section 4.1.8, the term "student" includes undergraduate, graduate, and professional students, as well as student organizations and persons who have been admitted, though not yet in attendance. Employees, including employees who may be taking classes, are persons whose primary relationship with the university is for employment and are, therefore, not covered by this policy, although are covered by other university policies and resources concerning employee misconduct.

### Jurisdiction

According to the university Student Disciplinary Regulations, sections 4.1.2 and 4.1.3, this policy shall cover both on-campus and off-campus conduct, as those terms are described below.

**On-Campus Violations:** The campus includes the geographic confines of the university, including its land, institutional roads and buildings, leased premises, common areas at leased premises, the property, facilities and leased premises of organizations affiliated with the university, such as the Memorial Union, university housing, and university-recognized housing. University housing includes all types of university residence housing such as halls and apartments. University-recognized housing includes fraternity and sorority chapter dwellings.

**\*Note: items appearing in red type in this policy are new language as required by the 2013 Violence Against Women Reorganization Act (VAWA).**

***"No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance."***

—Legal Citation: Title IX of the Education Amendments of 1972 and its implementing regulation at 34 C.F.R. Part 106 (Title IX)

**Off-Campus Violations:** Off-campus violations affecting a clear and distinct interest of the university are subject to disciplinary sanctions. For example, sexual misconduct and harassment are within the university's interests when the behavior:

- Involves conduct directed at or by a university student or other member of the university community (e.g., private house party, outside employment)
- Occurs during university-sponsored events (e.g., field trips, social or educational functions, university-related travel, student recruitment activities, internships and service learning experiences)
- Occurs during the events of organizations affiliated with the university, including the events of student organizations
- Occurs during a Study Abroad Program or other international travel
- Poses a disruption or threat to the university community.

**Confidentiality**

Iowa State University is committed to creating an environment that encourages students to come forward if they have experienced any form of sexual misconduct. The university will work to safeguard the identities and privacy of the students who seek help or report sexual misconduct. However, it is important that students understand the limits on confidentiality of individuals whom they may contact for such assistance. Under Iowa law, communications with some individuals are confidential. Students should always confirm whether or not confidentiality applies to the communication. Generally, confidentiality applies when a student seeks services from the following persons:

- ACCESS advocate
- Psychological counselor (including counselors at ISU Student Counseling Services)
- Health care provider (including medical professionals at ISU's Thielen Student Health Center)
- Personal attorney
- Religious/spiritual counselor

Any other university employee cannot guarantee complete confidentiality. Information is disclosed only to select officials who have an essential need to know in order to implement their university responsibilities. The university must balance the needs of the individual student with its obligation to protect the safety and well being of the community at large. Therefore, depending upon the seriousness of the alleged incident, further action may be necessary, including a campus security alert. The alert, however, would never contain any information identifying the student who brought the complaint.

**Sexual Misconduct**

Sexual misconduct is a broad term encompassing any non-consensual behavior of a sexual nature that is committed by force or intimidation, or that is otherwise unwelcome. The term includes sexual assault, sexual exploitation, sexual intimidation, and sexual harassment as those behaviors are described later in this section. **Dating violence, domestic violence and stalking were added.** Sexual intimacy requires that all participants consent to the activity. Consent between two or more people is defined as an affirmative agreement--through clear actions or words--to engage in sexual activity. The person giving the consent must act freely, voluntarily, and with an understanding of his or her actions when giving the consent. Lack of protest or resistance does not constitute consent, nor does silence mean consent has been given. Relying solely on non-verbal communication can lead to misunderstanding. Persons who want to engage in the sexual activity are responsible for obtaining consent--it should never be assumed. A prior relationship or prior sexual activity is not sufficient to demonstrate consent.

Consent must be present throughout the sexual activity--at any time, a participant can communicate that he or she no longer consents to continuing the activity. If there is confusion as to whether or not either party has consented or continues to consent to sexual activity, it is essential that the participants stop the activity until the situation is clearly resolved.

In addition, under Iowa law the following people are unable to give consent:

- Persons who are asleep or unconscious
- Persons who are incapacitated due to the influence of drugs, alcohol, or medication
- Persons who are unable to communicate consent due to a mental or physical condition
- Generally, minors under the age of 16

If you are the victim of sexual misconduct,

**KNOW YOUR OPTIONS**

- Take no action
- Complete an anonymous reporting form on SART's website: [www.police.iastate.edu/sart](http://www.police.iastate.edu/sart)
- Seek medical services
  - Treatment for sexually transmitted infections and pregnancy
  - Evidence collection using a sexual assault examination kit
- Seek advocacy services
  - ACCESS advocates are confidential service providers who offer emotional support, victim rights information, additional community resources, and support when utilizing other systems
- File a report with law enforcement
  - File a report only, no investigation
  - File written report, gather immediate evidence, no further investigation
  - File written report, gather evidence, conduct full investigation

Sexual misconduct may vary in its severity and consists of a range of behavior or attempted behavior. It can occur between strangers or acquaintances, including people involved in an intimate or sexual relationship. Sexual misconduct can occur between members of the same or different sex and can also occur while individuals are fully clothed. Sexual misconduct includes, but is not limited to, the following examples of prohibited conduct:



Stop! Somebody help me, please!

### Dating Violence

The term “dating violence” means violence committed by a person (1) who is or has been in a social relationship of a romantic or intimate nature with the victim and (2) the existence of such a relationship shall be based on the reporting party’s statement with consideration of the length of relationship, and the frequency of interaction between the persons involved in the relationship.

For the purposes of this definition

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

For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

### Domestic Violence

The term “domestic violence” means felony or misdemeanor crimes of violence committed:

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

For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

### Stalking

The term “stalking” means engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- Fear for the person’s safety or the safety of others
- Suffer substantial emotional distress

For the purposes of this definition:

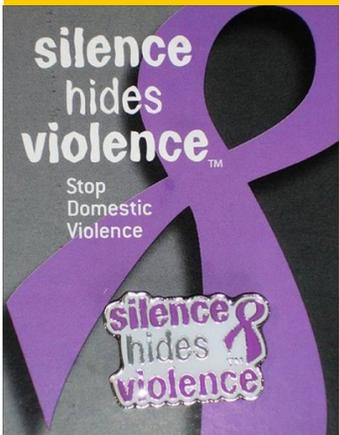
- Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property
- Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling
- Reasonable persons means a reasonable person under similar circumstances and with similar identities to the victim

For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

### Sexual Assault

Sexual assault is an extreme form of sexual misconduct and represents a continuum of conduct from forcible rape to nonphysical forms of pressure that compel individuals to engage in sexual activity against their will. In Iowa, the terms “rape” and “sexual assault” fall under the legal definition of “sexual abuse,” which includes any sex act done by force or against the will of another. Examples of sexual assault under this policy include, but are not limited to the following behaviors or attempted behaviors when consent is not present:

- Sexual intercourse (vaginal, anal, oral)
- Oral sex
- Penetration of an orifice (anal, vaginal, oral) with the penis, finger, or other object
- Unwanted touching of the genitals, buttocks, breast, or other body part
- Coercion or force to make someone else touch one's genitals, buttocks, breast, or other body part
- Inducing consent through drugs or alcohol
- Engaging in sexual activity with a person who is unable to provide consent due to the influence of drugs, alcohol, or other condition



**Sexual Exploitation**

Sexual exploitation involves taking non-consensual sexual advantage of another person, even though the behavior might not constitute one of the other sexual misconduct offenses. Examples can include, but are not limited to the following behaviors:

- Distribution or publication of sexual or intimate information about another person without consent
- Electronic recording, photographing, or transmitting sexual or intimate utterances, sounds, or images without knowledge and consent of all parties
- Engaging in indecent exposure
- Sexual intimidation - Sexual intimidation is an implied or actual threat to commit a sex act against another person, or behavior used to coerce participation in a sex act
- Stalking - Stalking may take many forms including persistent calling, texting, or Internet posting, as well as physical stalking, when the context of the communication or the nature of the stalking is of a sexual or intimate nature
- Voyeurism - Voyeurism involves both secretive observation of another's sexual activity or secretive observation of another for personal sexual pleasure

**Sexual Harassment**

Sexual harassment is a form of discrimination, as defined in the university's [Discrimination and Harassment Policy](#). Sexual harassment can include unwelcome behavior (verbal, written, physical) that is directed at someone because of that person's sex or gender, and that meets either of the following criteria:

- Submission or consent to the behavior is believed to carry consequences for the student's education or employment.
  - Examples can include pressure to engage in sexual behavior to further the student's education or employment; real or perceived threat that rejecting the behavior would carry a negative consequence for the student.
- The behavior creates a hostile, intimidating or demeaning environment that is sufficiently severe, pervasive and objectively offensive to substantially interfere with or deny participation in a student's educational activities and benefits or employment opportunities.
  - Examples can include persistent efforts to develop a sexual relationship; bullying/cyber-bullying of a sexual nature or for a sexual purpose; unwelcome commentary about an individual's body or sexual activities; unwanted sexual attention; repeated and unwelcome sexually oriented teasing, joking or flirting; verbal abuse of a sexual nature. Comments or communications could be verbal, written or electronic.
- Determination as to whether the alleged conduct constitutes sexual harassment should take into consideration all circumstances, including the context in which the alleged incidents occurred.

**Reporting Sexual Misconduct, Including Dating Violence, Domestic Violence, Stalking, Sexual Assault and Sexual Harassment**

The university strongly encourages students to report concerns to either or both of the following offices:

**ISU Police—Emergency 911 or Non-emergency 515-294-4428**

- For emergencies, contact 911. For non-emergencies, or if criminal behavior is involved, students are encouraged to contact ISU Police by telephone at 515-294-4428 or in person at room 55, Armory Building. **Contacting ISU Police does not mean you must pursue charges. ISU Police can advise you of your options and can also preserve evidence while you consider your options.**

To seek assistance and support, or to report misconduct, contact the **Dean of Students Office** (1010 Student Services Building, 515-294-1020, [dso@iastate.edu](mailto:dso@iastate.edu)).

- The Dean of Students Office will make a student services staff member available to a student with a complaint if the student would like assistance throughout any university investigation or adjudication process. This staff member is not an "advocate" as that term is used below (see "Confidential Advocacy and Support"), nor is that staff person a representative who will speak on behalf of the student in any investigatory or adjudication process. Rather, the staff member serves as a point of contact to answer questions and explain processes, make sure the student's expressed needs are being addressed, and join the student in meetings if requested. Because sexual misconduct cases can be difficult for all students involved, the Dean of Students staff will not require or offer mediation, or an arranged meeting between the students, as part of the complaint resolution process.

Both ISU Police and the Dean of Students Office will notify the Title IX Coordinator of the report. This notification does not require that a student file a disciplinary or judicial complaint.

In all situations the university's goals are to provide a prompt and effective response and to treat the student who reports misconduct with sensitivity and fairness, while also ensuring the accused individual receives due process if any disciplinary action is to be imposed. In a situation where an accused student faces both a disciplinary complaint and a criminal charge, the university reserves the right to move forward with disciplinary and adjudication processes concurrent with the criminal process.

**IOWA CRIME VICTIM'S RIGHTS**

- ◆ **The right to be treated with fairness and with respect for the victim's dignity and privacy.**
- ◆ **The right to be reasonably protected from the accused offender.**
- ◆ **The right to be notified of court proceedings.**
- ◆ **The right to be present at all public court proceedings related to the offense, unless the court determines that testimony by the victim would be materially affected if the victim heard other testimony at the trial.**
- ◆ **The right to confer with an attorney for the Government in the case.**
- ◆ **The right to restitution.**
- ◆ **The right to information about the conviction, sentencing, imprisonment and release of the offender.**
- ◆ **The Victim-Witness program in the U.S. Attorney's Office works primarily with victims involved in indicted cases, however, program staff works closely with victim assistance staff from various other federal agencies such as the Federal Bureau of Investigations (FBI), U.S. Postal Inspection Service, Bureau of Alcohol, Tobacco and Firearms (ATF), etc.**

In Iowa, evidence may be collected even if a victim chooses not to make a report to law enforcement. It is important that the sexual assault victim not bathe, douche, smoke, change clothing or clean the bed/linen/area where she/he was assaulted. If the offense occurred within the past 96 hours., evidence may be preserved that may assist in proving that the alleged criminal offense occurred/or is occurring or may be helpful in obtaining a protection order. If victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease.

Victims of sexual assault, domestic assault, stalking and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents that would be useful to the University hearing boards/investigators or police.

Although the university strongly encourages all members of its community to report violations to law enforcement, it is the victim's choice whether or not to make such a report and victims have the right to decline involvement with the police. The University will assist any victim with notifying local police if he/she so desires.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, he or she should nevertheless consider speaking with the ISU Police or other law enforcement to preserve evidence in the event that the victim decides to pursue actions at a later date.

**Complaints against other students:** The Student Disciplinary Regulations shall govern the complaint, investigation and adjudication process through the Office of Judicial Affairs. The following sections of the Student Disciplinary Regulations apply:

- Section 2.1 - "Student Rights and Responsibilities"
- Section 2.2 - "Complainant Rights and Responsibilities"
- Section 5 - "Process"

**Complaints against faculty:** Adjudication may ultimately occur through the Office of the Senior Vice President and Provost. The Faculty Handbook will govern the process.

**Complaints against staff:** The investigation will ultimately occur through the Office of Equal Opportunity. The Discrimination and Harassment policy will govern the process.

In addition to supporting individual students affected by sexual misconduct, the university takes all incidents seriously and has a responsibility to address misconduct. When sexual misconduct involves criminal behavior, students are strongly encouraged to report the situation to law enforcement. The Dean of Students Office will assist the student in notifying ISU Police or local law enforcement if the student so requests. An incident can be reported even if the student has not decided whether to take legal action. Nonetheless, students are always free to report and are encouraged to share instances of such behavior with the Dean of Students Office (contact information below) regardless of whether or not they choose to press formal criminal charges with law enforcement. Students are strongly encouraged to report incidents of, or share information about, sexual misconduct as soon as possible. This is true even if the student with a complaint or a witness may have concern that his or her own alcohol or drug use, or other prohibited activity were involved. The Office of Judicial Affairs will not pursue disciplinary violations against a student with a complaint or a witness for his or her improper use of alcohol or drugs if the student is making a good faith report of sexual misconduct.

The university can take action only if made aware of the behavior. If a university administrator becomes aware of a complaint or other violation of this policy, the administrator should bring the information to the Dean of Students Office to ensure concerns are heard and services offered to affected student(s).

The university strongly encourages prompt reporting of complaints and information rather than risking a student's well being. Although there is no time limit on the reporting of formal charges with the university, the university may ultimately be unable to adequately investigate if too much time has passed or if the accused student has graduated. Factors that could negatively affect the university's ability to investigate include the loss of physical evidence (e.g., prompt medical examinations are critical to preserving the physical evidence of sexual assault), the potential departure of witnesses, or loss of memory.

The Dean of Students strives to respond promptly and effectively by investigating allegations and addressing the effects of the conduct. Investigations typically take approximately sixty calendar days following receipt of the complaint. Factors that could impair the timing of the investigation include the complexity and severity of the conduct, the number and availability of witnesses, or the need to identify and acquire physical or other evidence.

#### Immediate Actions by the University

The Dean of Students Office and ISU Police may take immediate interim actions to protect the safety of the university community, to enable students with complaints and witnesses to continue studies, and to ensure the integrity of an investigation. These actions may include interim suspension of the accused student or no-contact notices between the individuals involved. The Dean of Students Office and ISU Police may also take additional actions, if requested, including but not limited to:

- Modifying class or work schedules
- Making alternate housing arrangements
- Addressing other academic concerns (e.g., absences, assignments, grades, leaves of absence, withdrawal)
- Safety planning

#### Retaliation

The university prohibits retaliation against an individual for making a complaint of sexual misconduct (including sexual assault and sexual harassment), for resisting such behavior, or for otherwise using or participating in the complaint resolution process. Prohibited behavior includes any form of intimidation, threats, or harassment by the individual accused of misconduct or friends, family or other persons acting in support of or on behalf of that individual. Acts of retaliation are, by themselves, cause for disciplinary action. Concerns of retaliation can be communicated to the Dean of Students Office or the Judicial Affairs staff directly (1010 Student Services Building, 515-294-1020, [dso@iastate.edu](mailto:dso@iastate.edu)).

**False Complaints**

The university prohibits an individual from knowingly filing a false complaint or making misrepresentations of sexual misconduct (including sexual assault and sexual harassment). However, a complaint made in good faith is not considered false merely because the evidence does not ultimately support the allegation of sexual misconduct or sexual harassment. Acts of knowingly filing false complaints are cause for disciplinary action.

**Resources and Services for Victims**

Campus and community services are available to students even if university or criminal reports are not made. The university strongly encourages students to seek assistance to care for themselves emotionally and physically through confidential crisis intervention, health care, and counseling. As victims tend to their health, they should keep in mind that medical examinations are time-sensitive, and are critical in preserving evidence of sexual assault to ensure options can be considered at a later time.

**CONFIDENTIAL ADVOCACY AND SUPPORT**

**ACCESS (Assault Care Center Extending Shelter and Support):** An ACCESS advocate is trained to assist victims of sexual misconduct and can speak with the victim confidentially as he/she considers options. Any communication with an ACCESS advocate is legally protected under Iowa Code Section 915.20, which allows for confidential communications that cannot be disclosed without the students' permission. Although the advocate is not a university employee, the advocate may accompany students through any university investigation or adjudication process.

Contact information: <http://www.assaultcarecenter.org/>  
 Trained advocate: 515-292-5378 (29-ALERT)  
 Trained advocate 24 hours/day: 800-203-3488  
 General information: 515-292-0500

**SART (Story County Sexual Assault Response Team):** SART consists of specially trained professionals who provide a community coordinated response to sexual assaults. Members of SART represent the fields of law enforcement, health care, advocacy/counseling, and prosecution. SART identifies the barriers that keep sexual assault victims/survivors from coming forward and works to overcome those barriers through its sensitive, survivor-centered approach. A three-person team consisting of a police officer, sexual assault nurse examiner, and advocate respond to sexual assault reports, offering their services but leaving all decisions to the victim/survivor. SART strives to provide the first response to all sexual assaults in Story County to ensure a consistent, compassionate, and professional initial contact for victims.

Contact information: <http://www.police.iastate.edu/sart> to file an online report with SART  
 515-292-5378 (or 29-ALERT) to discuss more options  
 Email: [sart@iastate.edu](mailto:sart@iastate.edu)

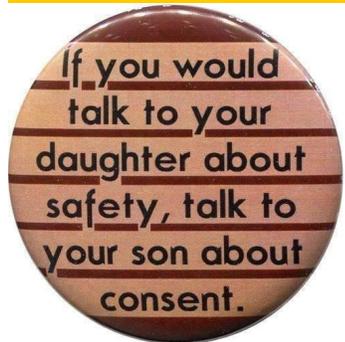
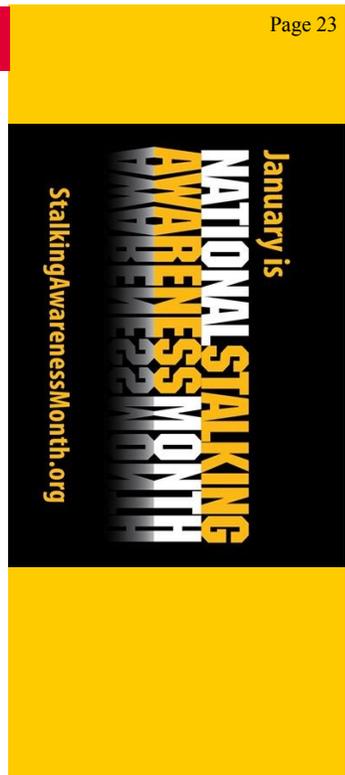
**ISU Student Counseling Services (SCS):** Students can meet with a confidential mental health counselor.

Contact information: <http://www.public.iastate.edu/~stdtcouns/>  
 3rd Floor, Student Services Building  
 515-294-5056 - Let the receptionist know you are requesting a same-day crisis appointment.

If a student would like to talk with someone after hours or on a weekend/holiday when Student Counseling Services is not open, call **Eyerly Ball** (community mental health services) at 515-598-3300.

**Thielen Student Health Center:** Students can meet with a confidential health care provider.

Contact information: <http://www.health.iastate.edu/about/contact/>  
 Corner of Union Drive and Sheldon Avenue on the ISU campus  
 515-294-5801



**Dean of Students Office:** Office staff can assist a student with filing a report or, if the student is not ready to file a report, the staff can work with him or her to address concerns regarding housing, class assignments or schedules, leaves of absence, withdrawal or other academic concerns. The office staff can also assist the student in notifying ISU Police or local law enforcement, if the student so requests, or referring the student to resources such as counseling or a confidential advocate.

Contact information: [www.dso.iastate.edu/](http://www.dso.iastate.edu/)  
1010 Student Services Building  
515-294-1020

#### Available Resources:

**ACCESS**  
515-292-5378

**Office of Equal Opportunity:** EO staff can discuss concerns over sexual harassment and options for students, and can assist in filing a complaint under university policy.

**SART**  
515-292-5378

Contact information: <http://www.eoc.iastate.edu/>  
3350 Beardshear Hall  
515-294-7612

**Student Counseling Services**  
515-294-5056

**Thielen Student Health Center**  
515-294-5801

**Title IX Coordinator:** The university has designated Robinette Kelley, director of the Office of Equal Opportunity, as the Title IX Coordinator to ensure Title IX compliance for the entire campus. Because sexual assault is considered to be a severe form of sexual harassment, an alleged victim may wish to file a sexual harassment complaint with the Title IX Coordinator. The Title IX Coordinator is responsible for ensuring a non-discriminatory campus environment that is free from harassment. Questions or concerns may be directed to 515-294-7612, or in person at 3350 Beardshear Hall, Ames, IA 50011.

**Dean of Students Office**  
515-294-1020

Deputy Title IX Coordinators are:

**Office of Equal Opportunity**  
515-294-7612

- Dawn Bratsch-Prince, Associate Provost (515-294-6410)
- Sara Kellogg, Dean of Students Office (515-294-1023)
- Calli Sanders, Athletics Department (515-294-3706)

**Title IX Coordinator**  
515-294-7612

Contact information: <http://www.eoc.iastate.edu/>  
3350 Beardshear Hall  
515-294-7612

**Margaret Sloss Women's Center**  
515-294-4154

**Margaret Sloss Women's Center (MSWC):** The MSWC provides support and information through educational outreach, appropriate referral services, and a safe space.

**ISU Police Department**  
515-294-4428

Contact information: <http://www.dso.iastate.edu/wc/>  
Sloss House on the ISU campus  
515-294-4154  
Email: [womenctr@iastate.edu](mailto:womenctr@iastate.edu)

**ISU Police Department:** Contacting ISU Police does not mean students must pursue criminal charges. ISU Police can advise a student of his/her options, help preserve evidence while he/she considers options, and assist the student in safety planning.

Contact information: <http://www.police.iastate.edu/>  
Room 55 Armory  
Emergency phone: 911  
Non-emergency phone: 515-294-4428  
Safety Escort: 515-294-4444  
E-Mail: [dpsinfo@iastate.edu](mailto:dpsinfo@iastate.edu)

**COMMUNITY RESOURCES****Mary Greelev Medical Center**

Contact information: <http://www.mgmc.org/>  
 1111 Duff Avenue, Ames, IA 50010  
 515-239-2011

**Planned Parenthood of the Heartland**

Contact information: <http://www.plannedparenthood.org/health-center/centerDetails.asp?f=2385>  
 2530 Chamberlain St., Ames, IA 50010  
 877-811-7526

**Ames Police Department**

Contact information: <http://www.cityofames.org/index.aspx?page=156>  
 515 Clark Avenue, Ames, IA 50010 (entrance on 6th Street)  
 Emergency phone: 911  
 Non-emergency phone: 515-239-5133

**Story County Sheriff's Office**

Contact information: <http://www.storycountyiowa.gov/index.aspx?NID=112>  
 1315 South B Avenue, Nevada, IA 50201  
 515-382-6566  
 If outside the Ames area, call local law enforcement or sheriff.

**Story County Attorney's Office**

Contact information: <http://www.storycountyiowa.gov/index.aspx?NID=90>  
 Main Office: 1315 South B Avenue, Nevada, IA 50201; phone 515-382-7255  
 Ames Office: 126 S. Kellogg, Ste 203; phone 515-232-4185  
 See also the Story County Attorney's Office **Victim Witness Assistance Program**, which can offer information about the criminal process and also help locate financial assistance for crime victims.  
<http://www.storycountyiowa.gov/index.aspx?NID=325>

**ADDITIONAL RESOURCES**

Rape, Abuse and Incest National Network	<a href="http://www.rainn.org">http://www.rainn.org</a>
Department of Justice	<a href="http://www.ovw.usdoj.gov/sexassault.htm">http://www.ovw.usdoj.gov/sexassault.htm</a>
Department of Education, Office of Civil Rights	<a href="http://www2.ed.gov/about/offices/list/ocr/index.html">http://www2.ed.gov/about/offices/list/ocr/index.html</a>

**Sex Offender Registry**

Iowa law requires a person convicted of a sex offense crime to register with the sheriff in his/her county of residence; and if the person attend or works for an institution of higher education, register with the sheriff in the county in which the institution is located. To obtain information regarding registered sex offenders in Story County, contact the Story County Sheriff's Office, 1315 South B Avenue, Nevada, Iowa 50201, or 515-382-6566. To access the statewide sex offender registry, visit:

**[www.iowasexoffender.com](http://www.iowasexoffender.com)**

For additional assistance, contact the ISU Police Department at 515-294-4428.



## Judicial Process

The Office of Judicial Affairs coordinates and administers the judicial process at Iowa State University. Responsibilities include: receiving reports of alleged misconduct, ensuring that students receive due process and fair treatment throughout the hearing process and maintaining students' disciplinary records. Judicial Affairs staff members are committed to informing students of their rights as university community members and educating students regarding the responsibilities they have to themselves and to other members of the university community.

Individuals who believe a violation of the Student Disciplinary Regulations has occurred may contact the Office of Judicial Affairs in the Dean of Students Office (515-294-1020) to discuss options available for reporting incidents to the appropriate authorities on campus.

### Administrative Hearing Request

If a student receives an Administrative Hearing Notice or a request to schedule an appointment with an Office of Judicial Affairs staff member, please read it carefully. This letter is one of the initial steps in the judicial process. Of particular importance is whether the alleged violations are determined to be Minor or Major.

One goal of the Office of Judicial Affairs is to provide an atmosphere of mutual respect throughout the process. While a student is expected to be respectful of staff and the judicial process, the student can also expect to be treated with respect by staff.

The student will also be informed of any pending charges, options for resolving the case and any potential sanctions, or consequences, for inappropriate behavior. During the hearing, the student will be asked whether he/she admits or denies responsibility for the charges and to provide his/her account of the incident(s) in question. The student may also be asked additional questions to further clarify understanding of the incident.

Following the hearing the student will be notified of the outcome and any related sanctions if he/she was found responsible for violating university policy.

### Minor and Major Cases

A minor case is a matter in which any sanction resulting from a hearing will not include dismissal from the university. A major case is a matter in which the sanction that may be imposed may include suspension or expulsion. A major case will be heard by the All University Judiciary (AUJ), handled by an OJA Administrative Hearing, or an Administrative Law Judge.

### Minor Case

If a student receives an Administrative Hearing notice describing the alleged violations as "minor", it does not mean that the alleged incident is insignificant or inconsequential. Rather, it means that the alleged behavior and/or prior misconduct by the student does not warrant the consideration of suspension or expulsion from the university. If that student is found responsible for the violations in a minor case, sanctions will range from Disciplinary Reprimand to Deferred Suspension and may include other educational sanctions and/or requirements and restrictions related to the incident.

To resolve a case of minor nature, the student would probably meet with an administrator in the Office of Judicial Affairs for an Administrative Hearing. A student receiving an Administrative Hearing Notice is given ten business days to schedule and attend a hearing.

### Administrative Hearing—Minor Case

An Administrative Hearing is a semi-formal meeting in which relevant facts and information regarding an alleged violation of university policy are presented to an administrator in the Office of Judicial Affairs. Any decisions regarding responsibility and related sanctions are determined by the administrator. Decisions are based on information provided by the student, as well as information previously reported to the Office of Judicial Affairs.

**Major Case**

If a student receives an Administrative Hearing notice describing the alleged violations as "major", it means that the alleged behavior and/or prior misconduct by the student warrants the consideration of a suspension or expulsion from the university. If that student is found responsible for the violations in a major case, the sanctions will range from Disciplinary Reprimand to Expulsion and may include other educational sanctions and/or requirements and restrictions related to the incident.

To resolve a major case, the student will meet with an administrator in the Office of Judicial Affairs to discuss options for resolution. A student receiving an Administrative Hearing Notice for a major case is given ten business days to schedule and attend a meeting.

**AUJ Hearing**

An All-University Judiciary Hearing is a semi-formal hearing in which information related to the alleged misconduct is reviewed and considered by the committee. During this meeting, the student, along with other individuals directly related to the incident, have the opportunity to present relevant information. The committee will then determine whether or not a student has violated any university policies.

When preparing for participation in an AUJ hearing, please contact the Office of Judicial Affairs at 515-294-1020 for more information.

**AUJ Hearing Format**

The format of the All-University Judicial Hearing will generally follow the outline below:

1. Opening summary by the Complainant or Office of Judicial Affairs representative
2. Opening summary by the Respondent if desired
3. Presentation of witnesses, evidence and information by Complainant
4. Questions from the Respondent to the Complainant
5. Presentation of witnesses, evidence and information by the Respondent
6. Questions from the Complainant to the Respondent
7. Questions from the board to Complainant and/or Respondent
8. Closing statement by the Complainant
9. Closing statement by Respondent

Following the hearing, the AUJ will deliberate privately and make a recommendation to the Dean of Students regarding the decision and sanctions.

**Agreed Resolutions**

At any time before the hearing, the Office of Judicial Affairs and the accused student or student organization may reach agreement upon a reasonable sanction for conduct, called an Agreed Resolution. The resolution, approved by the Dean of Students, waives the right and need for a formal hearing. Discussions regarding agreed resolutions shall not be introduced against the accused as evidence of responsibility in disciplinary hearings.

**Option for APA Hearing**

In order to assure compliance with the Iowa Administrative Procedure Act (APA), Chapter 17A of the Iowa Code, in major\_cases, ISU provides the option for a student to have the case heard by an administrative law judge under the procedures of Iowa Code §17A.11-16 and 681 IAC 20. Students will be advised of this right in the Formal Complaint. The student must make the election within five business days of receiving the Formal Complaint. Otherwise, the student is deemed to have waived the right to an APA Hearing.

The University may elect to have a member of its legal staff present the case to the administrative law judge during an APA hearing.

- The accuser and the accused student each have the opportunity to attend a hearing before a properly trained hearing board that protects the safety of victims and promotes accountability.
- The accuser and the accused will have timely notice for meetings at which the accuser or accused or both may be present.
- The institution will allow for timely access to the accuser, the accused and appropriate officials to any information that will be used after the fact-finding investigation but during formal and informal disciplinary meetings and hearings.
- The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the accuser or the accused.
- The institution provides the accuser and accused the same opportunities to have others present during an institutional disciplinary proceeding. The accuser and the accused student each have the opportunity to be advised by a personal advisor of their choice, at their expense, at any stage of the process and to be accompanied by that advisor at any meeting or proceeding. An advisor may only consult and advise his or her advisee, but not speak for the advisee at any meeting or hearing.
- A student conduct decision is based on the preponderance of evidence standard, i.e. "more likely than not to have occurred" standard. In other words, the conduct process asks: "is it more likely than not that the accused student violated the university's Student Conduct Code?"
- The accuser and the accused will be notified simultaneously in writing of the result of any disciplinary proceeding, as well as any changes to the result prior to the time that such results become final.
- The accuser and the accused each have the right to appeal the outcome of the hearings and will be notified simultaneously in writing of any change to the result prior to the time that it becomes final and the final result after the appeal is resolved.

### Major Case Sanctions

All sanctions are potential outcomes resulting from a hearing or an Agreed Resolution.

Specifically, these sanctions may include:

- Disciplinary Reprimand;
- Conduct Probation;
- Deferred Suspension;
- Defined Length Suspension;
- Indefinite Suspension; or
- Expulsion

In addition to the sanctions listed above, a student may also be required to complete an educational sanction, provide restitution, or be removed from university housing.

*The list above is not all-inclusive of potential sanctions in a major case. Refer to the Student Disciplinary Regulations, Section 5.6.4(i).*

### Student Status Sanctions

- **Disciplinary Reprimand**—An official warning followed by the written notice to the student that his/her conduct is in violation of University rules and regulations.
- **Conduct Probation/Conditions**—A more severe sanction than a disciplinary reprimand. It is a period of review during which the student must demonstrate the ability to comply with university rules, regulations and other requirements stipulated for the probation period. While under conduct probation, a student may be disqualified from serving as an officer of a student or campus organization or as a member of a University committee or council. The OJA Administrator or RJA Coordinator may impose reasonable conditions upon probation which may include limitations on activity or access to university facilities for a period of five months or less.
- **Deferred Suspension**—A suspension, but which is deferred subject to a definite or indefinite period of observation and review. If a student is found responsible for further violation of the Student Conduct Code or an order of a judiciary body, suspension may be recommended to the Dean of Students Office. While under deferred suspension, a student may be disqualified from serving as an officer of a student or campus organization or as a member of a university committee or council. The OJA Administrator may impose reasonable conditions upon deferral, which may include limitations on activity or access to university facilities for a period of the deferred suspension.
- **Defined Length Suspension**—The student is dropped from the university for a specific length of time. This suspension may not be less than one semester or more than two years. Reinstatement may be contingent upon meeting the written requirements of the All-University Judiciary at the time the sanction was imposed. A hold will be placed on reentry until reinstatement is granted.
- **Indefinite Suspension**—The student is dropped from the university indefinitely. Reinstatement may be contingent upon meeting the written requirements of the All University Judiciary specified at the time the sanction was imposed. Normally, a student who is suspended indefinitely may not be reinstated for a minimum of two years. A hold will be placed on reentry until reinstatement is granted.
- **Expulsion**—The student is permanently deprived of his/her opportunity to continue at the university in any status.



Officers take a moment to pose with Cy after ISU's football victory over rival University of Iowa.



As a joke to let his parents know he was having a good first day of college, this student asked an officer to put him in the back of a squad car. Hope mom and dad had a good sense of humor!

**Upon written request Iowa State University will disclose to the alleged victim of a crime of violence, or non-forcible sex offense, the results of any disciplinary hearing conducted by the college against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, Iowa State University will provide the results of the disciplinary hearing to the victim's next of kin, if requested.**

## Education and Prevention Programs

Iowa State University engages in comprehensive, intentional, and integrated programming, initiatives, strategies and campaigns intended to end dating violence, domestic violence, sexual assault and stalking that:

- Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and
- Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees as well as ongoing awareness and prevention campaigns for students and employees that:

- Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct;
- Defines, using definitions provided both by the Department of Education and state law, what constitutes domestic violence, dating violence, sexual assault, and stalking;
- Defines what behavior and actions constitute consent to sexual activity in the State of Iowa;
- Provides a description of safe and positive options for bystander intervention. Bystander intervention means safe, positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and culture conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene;
- Information regarding risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.
- Provides an overview of information contained in the Annual Security Report in compliance with the Clery Act.

The university has developed an annual educational campaign consisting of presentations that include distribution of educational materials to new students; participating in and presenting information and materials during new employee orientation.

The Office of Equal Opportunity offers an online training program designed to strengthen Iowa State University's ongoing efforts to ensure everyone understands and follows our non-discrimination policies and procedures and Title IX. The training program includes two courses: Title IX and Violence Prevention for Students and Unlawful Harassment Prevention. All students will receive Title IX and Violence Prevention. Student workers will receive a second course, the Unlawful Harassment Prevention course. Each course is approximately 40 minutes in duration. The courses are interactive and include examples of many challenging and interesting real-life educational and workplace situations.

The Title IX Awareness, Violence Prevention and Campus SaVE Act for Higher Education Students course:

- Defines sex discrimination and sexual violence including rape, sexual assault, sexual battery and sexual coercion
- Explains prohibitions against domestic violence, intimate partner violence and stalking
- Covers the grievance procedures available and employee rights
- Understanding and Preventing Sex Discrimination
- Explains who is covered by Title IX
- Defines discrimination and sexual harassment
- Differentiates disparate treatment and disparate impact.
- States the prohibition against retaliation
- Covers pregnancy and gender stereotyping
- Include social media and harassment
- Explains how and when the Office of Civil Rights gets involved
- Covers Clery Act and Violence Against Women Act
- Explains consent and when someone is legally incapable of giving consent
- Provides resources for recipients of discrimination and violence
- Covers Campus SaVE Act including bystander intervention education and risk reduction behaviors



Do you want one of these t-shirts? All you have to do is put the phone numbers for ISU Police and Ames Police in your cell phone—during the “Get a Magnet” event in April.



Students visit the “Get a Magnet” event outside the Hub to learn about sexual assault and SART and register for the free iPad giveaway during Sexual Assault Awareness Month.



Ames Police Officer Saadiq assists a student with putting the ISU Police and Ames Police phone numbers in his cell phone.

Before entering ISU for the fall semester, all incoming freshmen are required to complete two online prevention programs:

**AlcoholEdu** — a science-based interactive program that provides students information on alcohol and its effects on the brain, body, and behavior.

**Haven Online Sexual Misconduct Prevention Program** — educates students about the elements of healthy relationships, the importance of sexual consent, the role of bystanders in creating safe, healthy communities.

ISU offered the following primary prevention and awareness programs for all incoming students in 2013:

<u>Name of Program</u>	<u>Date Held</u>	<u>Location Held</u>	<u>Behavior Covered</u>
International Student Orientation	01/07/2013	Memorial Union	Sexual Assault
International Student Orientation	01/10/2013	Memorial Union	Sexual Assault
Orientation	01/11/2013	Memorial Union	Sexual Assault
Orientation	05/30/2013	Memorial Union (2 sessions)	Sexual Assault
Orientation	05/31/2013	Memorial Union	Sexual Assault
Orientation	06/03/2013	Memorial Union (2 sessions)	Sexual Assault
Orientation	06/04/2013	Memorial Union (3 sessions)	Sexual Assault
Orientation	06/05/2013	Memorial Union (3 sessions)	Sexual Assault
Orientation	06/06/2013	Memorial Union (3 sessions)	Sexual Assault
Orientation	06/07/2013	Memorial Union	Sexual Assault
Orientation	06/09/2013	Memorial Union (2 sessions)	Sexual Assault
Orientation	06/10/2013	Memorial Union (3 sessions)	Sexual Assault
International Student Orientation	06/11/2013	Memorial Union	Sexual Assault
Orientation	06/11/2013	Memorial Union (2 sessions)	Sexual Assault
ISU Football Freshmen	06/12/2013	Jacobson Building	Sexual Assault
Orientation	06/12/2013	Memorial Union (2 sessions)	Sexual Assault
Orientation	06/13/2013	Memorial Union (2 sessions)	Sexual Assault
Orientation	06/14/2013	Memorial Union	Sexual Assault
Orientation	06/17/2013	Memorial Union (2 sessions)	Sexual Assault
CVM for New Incoming Interns	06/17/2013	1521 Veterinary Medicine	Discrimination/Harassment/Title IX
Orientation	06/18/2013	Memorial Union (3 sessions)	Sexual Assault
Orientation	06/19/2013	Memorial Union (3 sessions)	Sexual Assault
Orientation	06/20/2013	Memorial Union (3 sessions)	Sexual Assault
Orientation	06/21/2013	Memorial Union	Sexual Assault
Orientation	06/23/2013	Memorial Union (2 sessions)	Sexual Assault
Orientation	06/24/2013	Memorial Union (3 sessions)	Sexual Assault
Orientation	06/25/2013	Memorial Union (3 sessions)	Sexual Assault
Orientation	06/26/2013	Memorial Union (3 sessions)	Sexual Assault
Orientation	06/27/2013	Memorial Union (3 sessions)	Sexual Assault
George Washington Carver Interns	06/27/2013	185 State Gym	Discrimination/Harassment/Sexual Harassment
Orientation	06/28/2013	Memorial Union	Sexual Assault
Orientation	06/30/2013	Memorial Union (2 sessions)	Sexual Assault
Orientation	07/01/2013	Memorial Union	Sexual Assault
CVM for New Incoming Residents	07/15/2013	1521 Veterinary Medicine	Discrimination/Harassment/Title IX
International Student Orientation	08/20/2013	Memorial Union (2 sessions)	Sexual Assault
Residence Hall Student Staff Training	08/14/2013	Memorial Union	Discrimination/Harassment/Title IX
International Student Orientation	08/21/2013	Memorial Union	Sexual Assault

ISU offered the following primary prevention and awareness programs for all incoming students in 2013: (continued from previous page)

<u>Name of Program</u>	<u>Date Held</u>	<u>Location Held</u>	<u>Behavior Covered</u>
Destination Iowa State	08/23/2013	Iowa State Center Courtyard	Sexual Assault
Orientation	08/23/2013	Memorial Union	Sexual Assault
Destination Iowa State	08/23/2013	Memorial Union	Sexual Assault
Chemistry Graduate Students	08/23/2013	1002 Gilman Hall	Discrimination/Harassment/Title IX

ISU offered the following primary prevention and awareness programs for all new employees in 2013:

<u>Name of Program</u>	<u>Date Held</u>	<u>Location Held</u>	<u>Behavior Covered</u>
University Orientation	01/16/2013	Memorial Union	Sexual Assault
University Orientation	02/20/2013	Memorial Union	Sexual Assault/Discrimination/Harassment/Title IX
University Orientation	04/3/2013	Memorial Union	Sexual Assault/Discrimination/Harassment/Title IX
University Orientation	05/22/2013	Memorial Union	Sexual Assault/Discrimination/Harassment/Title IX
University Orientation	07/17/2013	Memorial Union	Sexual Assault/Discrimination/Harassment/Title IX
Training of all New University TAs	08/20/2013	Memorial Union	Discrimination/Harassment/Title IX
Training of all New TAs	08/22/2013	120 Ross Hall	Discrimination/Harassment/Title IX
University Orientation	08/27/2013	Memorial Union	Sexual Assault/Discrimination/Harassment/Title IX
New Department Chair Orientation	09/04/2013	Memorial Union	Discrimination/Harassment/Title IX
University Orientation	09/24/2013	Memorial Union	Sexual Assault/Discrimination/Harassment/Title IX
University Orientation	10/23/2013	Memorial Union	Sexual Assault/Discrimination/Harassment/Title IX
University Orientation	11/20/2013	Memorial Union	Sexual Assault/Discrimination/Harassment
University Orientation	12/17/2013	Memorial Union	Sexual Assault/Discrimination/Harassment/Title IX

ISU offered the following ongoing awareness and prevention programs for students in 2013:

<u>Name of Program</u>	<u>Date Held</u>	<u>Location Held</u>	<u>Behavior Covered</u>
Greek Leadership Retreat	01/11/2013	Memorial Union	Sexual Assault
Personal Safety and Crime Prevention	01/23/2013	Buchanan Hall	Sexual Assault
SART (Sexual Assault Response)	01/23/2013	Navy ROTC	Sexual Assault
SART	01/24/2013	Catt Hall	Sexual Assault
Stalking Awareness Panel	01/24/2013	Memorial Union Pioneer Room	Stalking
SART	01/29/2013	Navy ROTC	Sexual Assault
SART	02/05/2013	Navy ROTC	Sexual Assault
SART	02/07/2013	LeBaron Hall	Sexual Assault
SART	02/07/2013	Navy ROTC	Sexual Assault
The Vagina Monologues	02/14/2013	Memorial Union Great Hall	Sexual Assault
The Vagina Monologues	02/15/2013	Memorial Union (2 sessions)	Sexual Assault
VEISHEA—Alcohol/Drug Awareness	03/04/2013	Helser Hall	Sexual Assault
Personal Safety and Drug Awareness	03/13/2013	Buchanan Hall	Sexual Assault
Personal Safety/Alcohol Awareness	03/24/2013	Helser Hall	Sexual Assault
VEISHEA—Alcohol Awareness	03/27/2013	Phi Gamma Delta	Sexual Assault
Personal Safety	03/28/2013	Sloss House	Sexual Assault

Ongoing awareness and prevention programs for students in 2013 continued)

<u>Name of Program</u>	<u>Date Held</u>	<u>Location Held</u>	<u>Behavior Covered</u>
VEISHEA	04/01/2013	Phi Gamma Delta	Sexual Assault
VEISHEA/Alcohol Awareness	04/01/2013	Maple Hall	Sexual Assault
VEISHEA/Alcohol Awareness	04/07/2013	Maple Hall	Sexual Assault
VEISHEA	04/07/2013	Freshman Council	Sexual Assault
VEISHEA/Alcohol Awareness	04/09/2013	Larch Hall	Sexual Assault
VEISHEA/Alcohol Awareness	04/10/2013	Willow Hall	Sexual Assault
VEISHEA/Alcohol Awareness	04/10/2013	Birch Hall	Sexual Assault
Personal Safety/Self Defense	04/14/2013	Elm Hall	Sexual Assault
VEISHEA/Alcohol Awareness	04/15/2013	Wallace-Wilson Commons	Sexual Assault
VEISHEA/Alcohol Awareness	04/15/2013	Welch Hall	Sexual Assault
VEISHEA/Alcohol Awareness	04/15/2013	Oak Hall	Sexual Assault
VEISHEA/Alcohol/Drug Awareness	04/16/2013	Forker Building	Sexual Assault
VEISHEA	04/16/2013	Buchanan Hall	Sexual Assault
VEISHEA	04/17/2013	Union Drive Community Center	Sexual Assault
VEISHEA/Alcohol Awareness/SART	04/17/2013	Friley Hall	Sexual Assault
VEISHEA	04/18/2013	Memorial Union	Sexual Assault
The Clothesline Project	04/18/2013	Sloss House West Lawn	Sexual Assault
These Hands Don't Hurt	04/18/2013	Sloss House West Lawn	Sexual Assault
Take Back the Night Rally and March	04/25/2013	Memorial Union West Terrace	Sexual Assault
VEISHEA/Alcohol/Drug Awareness	05/11/2013	Theta Delta Chi	Sexual Assault
SART	05/30/2013	Heady Hall	Sexual Assault
SART	06/18/2013	Navy ROTC	Sexual Assault
About ISU Police	07/11/2013	Oak-Elm Hall	Sexual Assault
About ISU Police	07/15/2013	Buchanan Hall	Sexual Assault
Crime Prevention	07/15/2013	Buchanan Hall	Theft/Sexual Assault
About ISU Police	08/7/2013	Department of Residence	Sexual Assault
Community Advisor Training	08/08/2013	Union Drive Community Center	Sexual Assault
Community Advisor Training	08/13/2013	Frederiksen Court Community Center	Sexual Assault
About ISU Police	08/19/2013	Helser Hall	Sexual Assault
About ISU Police	08/21/2013	College of Veterinary Medicine	Sexual Assault
About ISU Police	08/23/2013	Maple Hall	Sexual Assault
About ISU Police/Drug/Alcohol Awareness	08/25/2013	Buchanan Hall	Sexual Assault
About ISU Police	08/25/2013	Legacy Tower	Sexual Assault
About ISU Police	08/29/2013	Buchanan Hall	Sexual Assault
About ISU Police	08/29/2013	LGBTAA	Sexual Assault
About ISU Police/Alcohol Awareness	09/03/2013	LeBaron Hall	Sexual Assault
About ISU Police	09/03/2013	LAS 101	Sexual Assault
About ISU Police/Personal Safety	09/03/2013	Oak-Elm Hall	Sexual Assault
Alcohol Awareness/Personal Safety	09/04/2013	Willow Hall	Sexual Assault
About ISU Police/Personal Safety	09/04/2013	4020 Maricopa	Sexual Assault
Football Team and Coaches Training	09/04/2013	Jacobson Building	Sexual Assault

Ongoing awareness and prevention programs for students in 2013 continued)

<u>Name of Program</u>	<u>Date Held</u>	<u>Location Held</u>	<u>Behavior Covered</u>
SART	09/05/2013	Human Sexuality Class	Sexual Assault
SART	09/05/2013	Army ROTC	Sexual Assault
SART	09/05/2013	Navy ROTC	Sexual Assault
About ISU Police and Personal Safety	09/05/2013	Graduate/Professional Student Senate	Sexual Assault
About ISU Police/Alcohol Awareness	09/05/2013	LeBaron Hall	Sexual Assault
About ISU Police/Personal Safety	09/05/2013	LAS 101	Sexual Assault
Personal Safety/Alcohol Awareness	09/08/2013	Helser Hall	Sexual Assault
About ISU Police	09/09/2013	Schilletter/University Village	Sexual Assault
Alcohol Awareness	09/09/2013	Buchanan Hall (2 sessions)	Sexual Assault
About ISU Police/Personal Safety	09/09/2013	Frederiksen Court Community Center	Sexual Assault
Personal Safety/Alcohol Awareness	09/10/2013	Helser Hall	Sexual Assault
Alcohol Awareness	09/10/2013	Buchanan Hall	Sexual Assault
About ISU Police	09/11/2013	Memorial Union	Sexual Assault
Training for Student Mentors/Tutors	09/11/2013	60 Hixson Lied	Discrimination/Harassment/Title IX
Alcohol Awareness/Personal Safety	09/12/2013	Wallace-Wilson Commons	Sexual Assault
Personal Safety/Alcohol Awareness	09/12/2013	Mechanical Engineering	Sexual Assault
Training for Chemistry 178	09/12/2013	1002 Gilman Hall	Discrimination and Harassment
Training for Student Mentors/Tutors	09/12/2013	60 Hixson Lied	Discrimination/Harassment/Title IX
Training for Chemistry 163	09/13/2013	1002 Gilman Hall (2 sessions)	Discrimination/Harassment/Title IX
Training for Chemistry 167	09/13/2013	1352 Gilman Hall	Discrimination/Harassment/Title IX
Training for Chemistry 177	09/13/2013	1001 Troxel (3 sessions)	Discrimination/Harassment/Title IX
Training for Chemistry 167	09/13/2013	1001 Troxel (3 sessions)	Discrimination/Harassment/Title IX
Training for Chemistry 177	09/16/2013	1001 Troxel	Discrimination/Harassment/Title IX
Make-up Training for all Chemistry	09/16/2013	1002 Gilman Hall	Discrimination/Harassment/Title IX
SART	09/17/2013	Navy ROTC	Sexual Assault
Training for AG	09/17/2013	229 Curtiss Hall	Discrimination/Harassment/Title IX
Training for Student Mentors/Tutors	09/17/2013	2157 Hixon Lied	Discrimination/Harassment/Title IX
Alcohol and Drug Awareness	09/18/2013	Helser Hall (2 sessions)	Sexual Assault
SART	09/26/2013	Air Force ROTC (4 sessions)	Sexual Assault
Alcohol Awareness	09/30/2013	Delta Delta Delta	Sexual Assault
SART	10/01/2013	East Hall	Sexual Assault
Personal Safety/Defensive Tactics	10/02/2013	Oak-Elm Hall	Sexual Assault
About ISU Police	10/02/2013	Police and Society Class	Sexual Assault
About ISU Police/Personal Safety	10/06/2013	Memorial Union	Sexual Assault
About ISU Police/Personal Safety	10/07/2013	HDFS	Sexual Assault
About ISU Police/Personal Safety	10/07/2013	Pi Kappa Alpha	Sexual Assault
About ISU Police/Personal Safety	10/07/2013	Schilletter/University Village	Sexual Assault
About ISU Police/Personal Safety	10/08/2013	Hoover Hall (2 sessions)	Sexual Assault
Alcohol Awareness	10/09/2013	Larch Hall	Sexual Assault
About ISU Police/Personal Safety	10/09/2013	2121 Sunset Drive	Sexual Assault

(Ongoing awareness and prevention programs for students in 2013 continued from previous page)

<u>Name of Program</u>	<u>Date Held</u>	<u>Location Held</u>	<u>Behavior Covered</u>
Violence Leaves an Empty Seat at the Table	10/09/2013	Sloss House	Sexual Assault
Personal Safety	10/10/2013	Friley Hall	Sexual Assault
About ISU Police/Personal Safety	10/15/2013	Schilleter/University Village	Sexual Assault
About ISU Police/Personal Safety	10/20/2013	Memorial Union	Sexual Assault
SART/Alcohol/Drug Awareness/Personal Safety	10/23/2013	Carver Hall	Sexual Assault
About ISU Police and Personal Safety	10/24/2013	Boys and Girls Club	Sexual Assault
University Studies 101 Training	10/28/2013	60 Hixson Lied	Discrimination/Harassment/Title IX
SART	10/29/2013	Larch Hall	Sexual Assault
University Studies 101 Training	10/29/2013	60 Hixson Lied	Discrimination/Harassment/Title IX
Alcohol/Drug Awareness/Personal Safety	10/29/2013	Mechanical Engineering	Sexual Assault
About ISU Police and Personal Safety	11/03/2013	Oak-Elm Hall	Sexual Assault
Alcohol/Drug Awareness/Personal Safety	11/05/2013	Mechanical Engineering	Sexual Assault
Personal Safety	11/05/2013	Stafford Avenue	Sexual Assault
About ISU Police/Personal Safety	11/05/2013	Schilleter/University Village	Sexual Assault
Drug Awareness	11/11/2013	Frederiksen Court Community Center	Drugs/Sexual Assault
About ISU Police/Personal Safety/Drug Awareness	11/11/2013	Schilleter/University Village	Sexual Assault
About ISU Police/Personal Safety	11/12/2013	Willow Hall	Sexual Assault
About ISU Police/Personal Safety	11/19/2013	Criminal Justice Club	Sexual Assault

### Training is required for all faculty and staff

President Steven Leath has called on all faculty and staff to complete the online discrimination and Title IX training over the next two months. The goal of the training is to ensure that Iowa State University provides a supportive, inclusive environment for all.

Training in these areas also helps to fulfill requirements by two federal agencies -- the Equal Employment Opportunity Commission and Office of Civil Rights.

Training topics

Training covers Title IX of the Educational Amendments Act of 1972; Titles VI and VII of the Civil Rights Act of 1964; and Iowa State's [discrimination and harassment policy](#) and [policy on sexual misconduct, assault and sexual harassment involving students](#).

All faculty and staff will take two courses:

- Unlawful Harassment Prevention
- Title IX and Violence Prevention

Supervisors will take a third course, "Unlawful Harassment Prevention Supervisor Supplement for Higher Education Faculty or Staff."

Training topics include: Unlawful Harassment Prevention; Title IX; and Violence Prevention (stalking, sexual assault, domestic violence and dating violence).

A key focus of the training is helping you know what to do if you encounter discrimination or harassment, including sexual harassment.

ISU offered the following ongoing awareness and prevention programs for employees in 2013:

<u>Name of Program</u>	<u>Date Held</u>	<u>Location Held</u>	<u>Behavior Covered</u>
Training for Extension Staff	05/14/2013	Memorial Union	Discrimination/Harassment/Title IX
Training for Extension Staff	05/16/2013	Memorial Union	Diversity in the Workplace
Senior Vice President for Student Affairs Cabinet	08/15/2013	Speer Room Reiman Gardens	Discrimination/Harassment/Title IX
College of Engineering Leadership Team Training	10/01/2013	114 Marston	Discrimination/Harassment/Title IX
Central Stores Employee Training	11/07/2013	General Services Building	Discrimination and Harassment
12+ Leadership Series	12/18/2013	Memorial Union	Diversity in the Workplace



When someone comes to you, what will your reaction be?

There is no shame when your loved one dies. When your car is stolen. When you're diagnosed with cancer. Friends and loved ones gather around you for support. They don't blame you for "bringing it on yourself."

It should be the same with sexual violence. But all too often, survivors who have the courage to tell someone what happened are blamed for bringing it on themselves. ***This needs to change.***

***Start by Believing*** is a public awareness campaign designed by End Violence Against Women International (EVAWI) to change the way we respond to rape and sexual assault in our communities.

For more information about ***Start by Believing***, go to <http://startbybelieving.org/>

If a report of domestic violence, dating violence, sexual assault or stalking is reported to the University, the procedures that the University will follow as well as a statement of the standard of evidence that will be used during any judicial hearing on campus arising from such a report are listed below.

Incident Being Reported:	Procedure Institution Will Follow:	Evidentiary Standard
<b>Sexual Assault</b>	<ol style="list-style-type: none"> <li>1. Depending upon when reported (immediate vs delayed report), institution will provide complainant with access to medical care</li> <li>2. Institution will assess immediate safety needs of complainant</li> <li>3. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department</li> <li>4. Institution will provide complainant with referrals to on and off campus mental health providers</li> <li>5. Institution will assess need to implement interim or long-term protective measures, such as housing changes, change in class schedule, "No Contact" directive between both parties</li> <li>6. Institution will provide a "No trespass" directive to accused party if deemed appropriate</li> <li>7. Institution will provide written instructions on how to apply for Protective Order</li> <li>8. Institution will provide a copy of the Sexual Misconduct Policy to complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution</li> <li>9. Institution will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is</li> <li>10. Institution will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation</li> </ol>	Preponderance of the evidence
<b>Stalking</b>	<ol style="list-style-type: none"> <li>1. Institution will assess immediate safety needs of complainant</li> <li>2. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department</li> <li>3. Institution will provide written instructions on how to apply for Protective Order</li> <li>4. Institution will provide written information to complainant on how to preserve evidence</li> <li>5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate</li> <li>6. Institution will provide a "No contact" directive to accused party if deemed appropriate</li> </ol>	Preponderance of the evidence

Incident Being Reported:	Procedure Institution Will Follow:	
<b>Dating Violence</b>	<ol style="list-style-type: none"> <li>1. Institution will assess immediate safety needs of complainant</li> <li>2. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department</li> <li>3. Institution will provide written instructions on how to apply for Protective Order</li> <li>4. Institution will provide written information to complainant on how to preserve evidence</li> <li>5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate</li> <li>6. Institution will provide a “No contact” directive to accused party if deemed appropriate</li> </ol>	Preponderance of the evidence
<b>Domestic Violence</b>	<ol style="list-style-type: none"> <li>1. Institution will assess immediate safety needs of complainant</li> <li>2. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department</li> <li>3. Institution will provide written instructions on how to apply for Protective Order</li> <li>4. Institution will provide written information to complainant on how to preserve evidence</li> <li>5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate</li> <li>6. Institution will provide a “No contact” directive to accused party if deemed appropriate</li> </ol>	Preponderance of the evidence

## Iowa - Crime Victims' Rights

### Rights Granted to Victims of a Crime in the State of Iowa

The Victim Witness Program offers a variety of services to eligible victims, which may include:

- Crisis intervention and support services.
- Information about the status of a criminal case through the use of the Victim Notification System (VNS).
- Accompanying victims to court for trials and sentencings, upon request.
- Referrals to appropriate community agencies and programs.
- Information about victims rights and the victims role in the criminal case.
- Assisting in preparing victims for testifying in court proceedings.
- Information about the victim impact process, the restitution process, and the right to allocution at sentencing where permitted.

**How to be an Active Bystander**

Bystanders play a critical role in the prevention of sexual and relationship violence. They are “individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it.” Iowa State University wants to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. Bystanders may not always know what to do even if they want to help. Below is a list of some ways to be an active bystander. If you or someone else is in immediate danger, dial 911. For example, when a person is verbally or physically abusive toward another and it is not safe for you to interrupt.

1. Watch out for your friends and fellow students/employees. If you see someone who looks like he/she could be in trouble or need help, ask if he/she is ok.
2. Report people who seclude, hit on, try to make out with, or have sex with people who are incapacitated.
3. Intervene when someone discusses plans to take sexual advantage of another person.
4. Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
5. Refer people to on or off campus resources listed in this document for support in health, counseling, or with legal assistance.

**Risk Reduction**

With no intent to victim blame and recognizing that only rapists are responsible for rape, the following are some strategies to reduce one’s risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, [www.rainn.org](http://www.rainn.org))

1. **Be aware** of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. **Avoid isolated areas.** It is more difficult to get help if no one is around.
3. **Walk with purpose.** Even if you don’t know where you are going, act like you do.
4. **Trust you instincts.** If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact local law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
5. **Try not to load yourself** with packages or bags as this can make you appear more vulnerable.
6. **Make sure your cell phone is with you** and charged and that you have cab money.
7. **Don’t allow yourself to be isolated** with someone you don’t trust or someone you don’t know.
8. **Avoid putting music headphones in both ears** so that you can be more aware of your surroundings, especially if you are walking alone.
9. **Go to social gatherings with a group of friends.** Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you find a way out of a bad situation.
10. **Don’t leave your drink unattended** while talking, dancing, using the restroom, or making a phone call. If you’ve left your drink alone, just get a new one.
11. **Don’t accept drinks from people you don’t know or trust.** If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don’t drink from punch bowls or other large, common open containers.
12. **Watch out for your friends, and vice versa.** If a friend seems out of it, is way too intoxicated for the amount of alcohol they’ve had, or is acting out of character, get him or her to a safe place immediately.
13. **If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).** Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others.)

14. If you need to get out of an uncomfortable or scary situation, here are some things to try:
- Remember that being in this situation is not your fault.** You did nothing wrong. The person making you uncomfortable is the person to blame.
  - Be true to yourself.** Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and your comfort level.
  - Have a code word with your friends or family** so that if you feel uncomfortable you can call and communicate your discomfort. Your friends or family can then come to get you or make up an excuse for you to leave.
  - Lie.** If you don't want to hurt the person's feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.
15. **Plan an escape route.** How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
16. **If you and/or the other person have been drinking,** you can say that you would rather wait until you both are sober before doing anything you may regret later.



SART consists of specially trained professionals from multiple agencies who work together to provide a community coordinated response to reports of sexual assault. Members of SART represent the fields of law enforcement, health care, advocacy, and prosecution and are employed in the public and private sectors (university, city and county governments, medical clinics, and nonprofits). SART strives to provide the first response to ensure a consistent, compassionate and professional initial contact for victims and improve the likelihood of successful prosecutions. The program is based out of the Iowa State University Police Department in Ames, Iowa.

The Story County SART (Sexual Assault Response Team) mission is to serve sexual assault victims by coordinating an immediate, high quality, multi-disciplinary, victim-centered response which may include health care, law enforcement, advocacy, and judicial systems.

SART Agencies include:

- Iowa State University Police Department
- Ames Police Department
- Story County Sheriff's Office
- Nevada Police Department
- Huxley Police Department
- Story City Police Department
- ACCESS (Assault Care Center Extending Shelter and Support)
- Mary Greeley Medical Center
- Planned Parenthood of the Heartland
- Thielen Student Health Center
- Story County Medical Center
- Story County Attorney's Office
- 

FOR IMMEDIATE ASSISTANCE, CONTACT ANY [SART AGENCY](#). Story County SART services are provided 24 hours per day, 365 days per year.

## Clery Reportable Crimes — Definitions

### Criminal Offenses

For Clery Act reporting, crimes must be reported according to the FBI's *Uniform Crime Reporting Handbook (UCR)*. For sex offenses only, the definitions that are used are from the FBI's *National Incident-Based Reporting System (NIBRS)*.

**Murder/Non-Negligent Manslaughter** — The willful (non-negligent) killing of one human being by another. NOTE: Deaths caused by negligence, suicides, accidental deaths and justifiable homicides are excluded. Assaults to murder and attempts to murder should be classified as aggravated assault.

**Negligent Manslaughter** — The killing of another person through gross negligence.

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

**Aggravated Assault** — An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

**Burglary** — The unlawful entry of a structure to commit a felony or a theft. (For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.)

**Motor Vehicle Theft** — The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access, even though the vehicles are later abandoned—including joy riding.)

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

### Sex Offenses

**Rape** — The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without consent of the victim.

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

**Incest** — Non-forcible sexual intercourse between persons who are related to each other within the degree wherein marriage is prohibited by law.

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

### Other VAWA Offenses

**Domestic Violence** — Includes misdemeanor and felony crimes of violence committed against a victim when the offender is the spouse of the victim, or an intimate partner of the victim, or has a child in common with the victim. Domestic violence also includes misdemeanor or felony crimes of violence when the victim is a minor subject to the control of the offender, or is an incapacitated individual subject to the control of the offender.

**Dating Violence** — Violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was such relationship will be gauged by its length, type, and frequency of interaction.

**Stalking** — A course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or other's safety, or to suffer substantial emotional distress. Note: the physical location of the course of conduct or portions of it does not matter.

## Clery Reportable Crimes — Definitions

### Hate Crimes

A hate crime is a criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias. Bias is a preformed negative opinion or attitude towards a group of persons based on their race, gender, religion, disability, sexual orientation, ethnicity, national origin or gender identity. **For Clery purposes, hate crimes include any of the offenses list on the previous page (minus non-negligent manslaughter) and the addition of the categories below.**

**Larceny** — The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

**Simple Assault** — The unlawful physical attack by one person upon another where neither the offend displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe lacerations, or loss of consciousness.

**Vandalism** — To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

**Intimidation** — To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

### Arrests and Referrals for Disciplinary Action

The third category of crime statistics is the number of arrests and the number of referrals for disciplinary action for the categories listed below. Please note, these statistics are based on violations of the law, and not the university's policies that resulted in the disciplinary referral.

**Weapon Law Violations** — The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale or possession of deadly weapons; carry deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned.

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

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

## Crime Statistics for ISU Campus

This chart depicts offenses reported by law enforcement agencies including the ISU Police Department, Ames Police Department, Story County Sheriff's Office and to any official of Iowa State University designated with significant responsibilities for student and campus activities (primarily through the Dean of Students Office and Department of Residence). These offenses are compiled as required by provisions of the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*.

Offense Type (includes attempts)	ISU Campus						Non-Campus Building/Property			Public Property			Total		
	2011		2012		2013		2011	2012	2013	2011	2012	2013	2011	2012	2013
	Res	Other	Res	Other	Res	Other									
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses	6	0	9	1	14	0	1	1	3	0	1	3	7	12	20
Non-forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	1	0	0	0	0	0	0	0	0	0	1	1	0	1
Aggravated Assault	4	4	0	1	2	0	0	0	0	1	1	3	9	2	5
Burglary	10	37	18	17	5	9	18	14	9	0	0	0	65	49	23
Arson	1	1*	1	2	0	2	0	1	0	0	0	0	2*	4	2
Motor Vehicle Theft	0	2	0	1	0	5	2	0	0	0	0	1	4	1	6
Dating Violence	N/A	N/A	N/A	N/A	2	3	N/A	N/A	0	N/A	N/A	0	N/A	N/A	5
Domestic Violence	N/A	N/A	N/A	N/A	3	2	N/A	N/A	0	N/A	N/A	0	N/A	N/A	5
Stalking	N/A	N/A	N/A	N/A	3	12	N/A	N/A	0	N/A	N/A	1	N/A	N/A	16
<b>Hate Crimes</b>															
Race	0	1	0	0	0	1	0	0	0	0	0	0	1	0	1
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Arrests</b>															
Liquor Law Violations	57	225	40	243*	39	191	2	7	12	93*	87	89	377*	377*	331
Drug Abuse Violations	49	25	65	27	61	36	0	0	2	15	22	41	89	114	140
Weapon Law Violations	0	1	1	0	0	1	0	0	0	2	0	0	3	1	1
<b>Referrals</b>															
Liquor Law Violations	605	0	523	0	523	0	0	0	0	0	0	0	605	523	523
Drug Abuse Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Weapon Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

The numbers in the above table reflect only those offenses and areas required by the *Jeanne Clery Disclosure of Campus Security Crimes Statistics Act*. ISU Police collects additional crime information that is available either on the ISU Police website or in response to requests for information. ISU Police monitors criminal activity reported to local police that may affect off-campus locations owned or controlled by officially recognized student organizations. Criminal activity for these locations is also included in the report. Statistics do not include privileged counseling or medical information from the Student Counseling Service or Thielen Student Health Center. Iowa State does not have a voluntary confidential procedure for reporting crimes to law enforcement.

The hate crime reported in 2011 was intimidation motivated by race.

In 2013 there were 2 reported hate crimes; 1 was vandalism motivated by sexual orientation; 1 was harassment motivated by race.

\* In reviewing arson cases for 2011, it was determined that a previously reported statistic for arson on-campus was actually a suspicious fire of undetermined origin. In 2011 and 2012, it was determined that 1 liquor law violation was excluded for each year. The numbers above reflect these corrections.

## SAFETY TIPS

**Protect Your Community: Crime can occur anywhere, anytime — no one is immune.**

- ◆ **Report suspicious behavior or threatening situations immediately. Describe the person(s) or situations as completely as possible to the 911 dispatcher.**
- ◆ **Seek assistance from ISU Police if you are harassed, threatened or stalked. Save all communications received including texts, e-mails, voicemail or written notes.**
- ◆ **Avoid propping open exterior and fire doors or allowing strangers to enter.**
- ◆ **Report possible hazards such as non-working lights, broken windows or damaged doors.**
- ◆ **Keep emergency numbers in your telephone and on your person.**  
**Emergencies only — 911                      ISU Police — 515-294-4428                      Ames Police — 515-239-5133**
- ◆ **Keep “ICE” (in case of emergency) numbers in your phone and on your person. If you are injured or seriously ill, your personal contact information will be vital.**
- ◆ **Crisis situations may include a natural disaster or an attack on campus.**

**Focus on getting to safety. THINK, don't panic. Follow instructions and procedures during the emergency. Know the location of exits in your residence as well as campus buildings and facilities. Report suspicious people, behavior, or activity immediately. Use common sense: “threat” jokes or inflammatory statements could cause panic or retaliatory actions. You may be detained by the police. Respect emergency equipment such as smoke detectors, fire alarms and fire extinguishers. Report damaged equipment immediately.**

**Protect Your Home: Minimize risk to your home.**

- ◆ **Keep doors to your residence locked whether or not you are home.**
- ◆ **Do not admit strangers to your home.**
- ◆ **Close blinds/curtains at night.**
- ◆ **Keep valuable items out of sight and securely stored. Make a list of brand names, models and serial numbers for insurance purposes. If you are a victim of theft, accurate information may allow recovered items to be traced and returned.**

## Rome, Italy Campus Policies

### Reporting an emergency:

In case of an emergency, please notify immediately the:

Resident Director cell 335 7051 458  
OR 06 4542 7858 or

Laura Pancani 346 877 26 19

or a member of the ISU/Rome Program faculty. Or call directly one of the following numbers:

**FIRE: 115**

**CARABINIERI: 112**

**POLIZIA: 113**

Give your name, address: Piazza delle Cinque Scole 23, interno 3, secondo piano and telephone number, 06 6880 8552; and state briefly the kind of emergency.

**All policies and procedures of the main campus will apply unless noted below. The Rome campus does not have on-campus housing facilities.**

**Reporting Crimes:** If you are a victim of a crime while living in Rome, report it immediately to the resident director (Pia Schneider) and the Italian Police (emergency, dial 113). If the crime occurred at your residence, contact the police station at Via Felice Cavallotti in Rome (phone 06 583 9131). The police report must be filed within three months of the date the crime occurred (in the event of a sexual assault, the report must be filed within six months). If you have difficulties filing your report with an Italian official, contact the U.S. Embassy or Consulate (phone 06.46741) immediately. (This information is taken from the following website: <http://italy.usembassy.gov/acs/emergency/emergency-crime.html>)

**Facilities Hours and Access:** The studio facility is open between 8:00 a.m. and 10:00 p.m. This is a policy that is common to most of the American programs in Rome, reflecting the culture and circumstances of the setting. Exceptions to the closing hour will be made typically for the days immediately preceding a major deadline, at the discretion of the program leaders and the resident director. It is recommended that students leave the studios by 10:00 p.m. Never remain alone in the studios. Make sure all shutters are closed when leaving the studio for any reason. Because the studio is located in a large facility containing numerous other businesses, the main door is kept locked at all times. Keys are issued only to authorized individuals. Do not open the door to anyone you don't know. This is a non-smoking facility.

**Facilities Maintenance:** The studio spaces and lecture room are cleaned and maintained on a regular basis by contracted cleaning personnel. Students are asked to keep the floor areas around their tables as clear as possible and to clean up after themselves. Items left on the floor will be considered trash and will be thrown away. Only authorized personnel have key access to the facility.

**Timely Warnings:** Whenever a situation arises, either on or off campus, that in the judgment of the Resident Director constitutes an ongoing or continuous threat, a campus wide "timely warning" will be issued. This may take the form of an e-mail, or announcements made in the classrooms and studios. You will be advised when the threat no longer exists.

**Alcohol Policy:** The consumption of alcohol in the studio is prohibited, with exceptions made only for special group events such as receptions and exhibition openings. The legal age for purchasing alcohol in Italy is 16; however, there is no minimum legal drinking age.

**Drug Policy:** Possession of all drugs is prohibited in Italy and punishable by administrative sanctions in instances of personal use and by prison sentences when dealing or trafficking is involved. (Refer to the following website for more information: <http://www.emcdda/europa.eu/html.cfm/index5174EN.html?plugir>)

**Evacuating the Studios:** Should there be a fire, gas leak, flood, or any other emergency compromising the general health and safety of persons present at the Iowa State University College of Design Rome Program and no member of the faculty/staff is present, you must sound the alarm, warn others of the danger and evacuate the building immediately. In case of such emergency, evacuation of the premises is required by the Italian safety code (D.L. 81/08) even in the absence or failure of alarm systems or in the absence of a member of the Rome Program staff or faculty.

- Sound the alarm (located in the corridor next to the telephone, opposite the office). This signifies that everyone must immediately evacuate the premises.
- Check the Evacuation Plan on the wall of each room for a clear indication of escape routes.
- When evacuating, proceed calmly and in an orderly fashion to the nearest accessible exit, following specific instructions of ISU staff or faculty, if present. If no member of the staff or faculty is present, please lead other students and any guests out of the building.
- In case of a fire or explosion, distance yourselves as far as possible from the hazard. Do NOT remain near the building or windows that may explode in shards of glass.
- In a fire, turn off the circuit breaker (on the electrical panel in the corridor).

The primary fire exit is through the front door and down the staircase. The place of secure refuge is the terrace off the back rooms. If both the front exit and the secure refuge are blocked, an alternative route is down the back staircase by the office, which leads to the ground floor and into the piazza.



### New alcohol regulations as of summer 2014:

**10 p.m.—7 a.m.:** It is forbidden to sell take away alcoholic beverages, even from automatic machines.

**10 p.m.—7 a.m.:** It is forbidden to drink alcoholic beverages in glass containers on the streets.

**12 a.m.—7 a.m.:** It is forbidden to drink alcoholic beverages in any kind of container on the streets.

**2 a.m.—7 a.m.:** It is forbidden to sell alcoholic beverages.

### Crime Statistics for Rome, Italy Campus

This chart depicts offenses reported by officials of the Study Abroad program which is part of the Design College located in Rome, Italy. The Rome Police Department has jurisdiction for all crimes occurring in or around the University properties and facilities. These offenses are compiled as required by provisions of the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*.

Offense Type	Rome Campus			Non-Campus Building or Property			Public Property			Total		
	2011	2012	2013	2011	2012	2013	2011	2012	2013	2011	2012	2013
(includes attempts)												
Murder	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Non-forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	2	0	2	0	0	0	0	0	0	2	0	2
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
<b>Hate Crimes</b>												
Race	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0
<b>Arrests</b>												
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapon Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
<b>Referrals</b>												
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapon Law Violations	0	0	0	0	0	0	0	0	0	0	0	0

The numbers in the above table reflect only those offenses and areas required by the *Jeanne Clery Disclosure of Campus Security Crimes Statistics Act*.

Iowa State does not have a voluntary confidential procedure for reporting crimes to law enforcement.

These items are **PROHIBITED** in all on-campus residential housing units. For a complete list, refer to the Department of Residence website: [www.housing.iastate.edu](http://www.housing.iastate.edu)



Burning candles

## Fire Safety

All institutions with on-campus housing facilities are required to prepare an annual Fire Safety report that contains safety policies and fire statistics for those facilities. This report must be distributed to students, faculty and staff by October 1 of each year.

What constitutes a fire? The Higher Education Act defines “fire” as any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner. Environmental Health and Safety (EH&S) serves as a resource to the Iowa State University community on fire safety issues, collecting, compiling and disseminating information relating to plan review and fire and arson prevention and control, as well as providing fire extinguisher training; and inspection and testing of over 6,000 fire extinguishers on university property.

**Department of Residence Fire Safety:** It is the policy of the university to be in compliance with the Higher Education Opportunity Act (HEOA) Fire Safety Regulations for all on-campus student housing facilities. ISU's Department of Environmental Health and Safety and the Department of Residence have established fire safety procedures consistent with HEOA regulations. All university personnel, students and visitors must follow university fire safety procedures; including those established by the Department of Residence.

The DoR maintains a comprehensive life safety program that includes working with students and staff. The partnership includes ISU Environmental Health and Safety, ISU Police, ISU Risk Management, ISU Facilities Planning and Management, Iowa State Fire Marshal's Office and the Ames Fire Department. All entities contribute to and have significant roles in the success and implementation of the DoR's fire and life safety programs.

## Future Improvements

The Department of Residence (DoR) is committed to providing safe and code compliant facilities for residents, staff and guests. During the past seven years, the DoR has committed extensive efforts and financial resources to complete numerous capital life safety projects within housing facilities. As indicated on the Campus Housing Unit Table, the DoR plans to complete sprinkler system installation in all residence halls by summer of 2016. New construction and major additions of DoR facilities will incorporate sprinkler systems and fire alarm systems as outlined in the International Fire Code and National Fire Protection Association (NFPA) standards 13 and 72.

## Scheduled Fire Drills Held

The Department of Residence conducts fire drills in all residence halls at the beginning of each semester. Fire drills are announced through postings and house meetings. The DoR policy handbook states the following:

***“You and your guest(s) are required to evacuate the building when a fire alarm is sounded and re-enter the building only when fire department staff gives permission to do so. Failure to do so endangers not only you, but residence and fire department staffs as well. If you (or your guests) do not evacuate the building when the fire alarm sounds, or if you (or your guests) re-enter before permission has been granted, you will be held accountable through the judicial system.”***

In 2013, 61 total fire drills were conducted by the Department of Residence. This includes 19 residence halls and Frederiksen Court apartments. Drills are not conducted at Schilletter Village and University Village apartments. (See page 48 for a report by residential facility.)

## Fire Equipment Abuse

The fire alarm system, fire extinguishers, fire department standpipes, sprinklers and exit lights are installed for your protection. Report immediately to the Service Center (515-294-3322) any apparent defects in fire safety equipment. Tampering with fire equipment, including the removal of batteries in smoke alarms, the removal of glass box hammers, or tampering with smoke doors and Knox boxes (small boxes attached to the exterior of buildings), is a violation of state law and will lead to university disciplinary action. In the event of any fire extinguisher being used, call the Service Center for recharging and checking and replacing, if appropriate.



Flammable liquids of any kind



Space heaters

## Fire Alarms

In the event a fire alarm sounds in your building, DO NOT PANIC. Follow the procedures outlined below:

- Immediately exit the room, closing and locking the door.
- Immediately leave the building.
- Use the stairs — NOT the elevators.
- If the air is smoky, keep low. Smoke, heat and toxic gases normally rise to the ceiling.
- Once outside, assemble at least 150 feet from the building.
- Ensure that emergency response personnel and equipment are not blocked from entering the building.
- Try to account for residents and staff known to have been in the building.
- Provide fire and rescue personnel with the location of the fire and any other pertinent information.
- Do NOT re-enter the building until the fire department has declared the building safe.
- A bright orange Fire/Emergency/Tornado Procedure sticker has been placed on the backs of all student room doors in the residence halls and Frederiksen Court, Schilleter and University Village apartments. Please read and become familiar with these procedures.

### Evacuation Procedures for Mobility Impaired Persons

Some members of the residential community may require assistance to evacuate the building. Please provide assistance to the extent you are able, to move individuals to a safe location.

- Move the person to the nearest marked exit. In case of fire DO NOT USE THE ELEVATOR.
- If the person's disability prevents exiting the building, leave the person in a stairwell. A stairwell landing will provide temporary shelter from fire and smoke.
- Immediately inform fire and rescue personnel of the exact location of a non-ambulatory person left in a stairwell or student room.
- Do NOT re-enter the building until the fire department has declared the building safe.
- A mobility impaired person may use the elevator once it is operational to return to his/her room.

**Emergency evacuation maps are posted throughout the residence halls near elevators and entrances and show the locations of stairwells and exits. Residents are expected to learn the location of the exit stairwells and doors and plan more than one exit route.**



Fire alarm pull stations alert residents of the need to evacuate the building.

### Emergency Planning Tips

- Practice what to do in an emergency before one happens.
- Participate in fire drills to help people prepare for an evacuation.
- Know where the nearest fire extinguisher is located and how to use it.
- Know where the nearest fire alarm station is located.
- Know the proper evacuation methods for disabled persons.
- Know primary and secondary evacuation routes.

## Items Prohibited in Residence Rooms

### Appliances and Electrical Cords

- Due to fire and sanitation hazards, space heaters, halogen torchiere lamps, sun lamps, and air conditioners may not be used in student rooms.
- No lights, ceiling fans or other electrical appliances are to be hung on ceilings or interior walls.
- Smoke or fog machines may not be used anywhere within the residence halls.
- Extension cords with built-in circuit breakers should be used in rooms. The use of extension cords as permanent wiring is not permitted. Multiple receptacle plates that fit into wall outlets are not recommended.

**Flammable Liquids** - The use or storage of flammable/toxic fluids and chemicals is prohibited.

**Candles** - Candles (with or without wicks) are not permitted in the residence halls or on-campus apartments.

**Open Flames** - Open flame devices are not permitted in the residence halls.



Fire extinguishers are located in all Department of Residence facilities.

## ISU Student Housing Fire Safety Systems

### Notes:

- **Alarm pull stations and fire bells or horns** are located in hallways and common areas throughout the residence halls. A building's fire alarm will sound when an alarm station is pulled. The alarm signal is transmitted to the Department of Residence Service Center and ISU Police. ISU Police dispatchers will process the signal and then contact the Ames Fire Department. Automatic fire alarms are similar in their procedure for emergency response. ISU Police Officers will also respond when a building is in alarm.
- **Fire extinguishers** are located throughout the residence halls and are inspected and maintained yearly by ISU Environmental Health and Safety. The Iowa State University Fire Extinguisher Policy is located at: <http://policy.iastate.edu/policy/extinguishers/>
- **Designated rooms** in the residence halls are equipped with assistive devices such as bed shakers or strobe lights for students with a disability or physical impairment. These devices are wired into the fire alarm system and will activate when the building goes into alarm. If a building's alarm system is temporarily out of operation, a fire watch (walking patrol of the building by staff with air horns and radios to warn residents of a need to evacuate) is maintained until the system is restored.
- **Alarm systems** are a combination of automatic smoke and/or heat detection heads, horns, strobes and electronic relay panels that alert residents and the Ames Fire Department to the presence of fire. Single station smoke detectors are located in each student room and also in all Department of Residence apartments. Some smoke detectors in student rooms are hard wired into the fire alarm systems while others are battery operated. Batteries are changed twice a year by Residence Department staff. Heat and smoke detectors are located throughout the Residence Halls and dining facilities. Alarms are inspected and tested twice annually by a certified fire alarm inspection company.
- **Sprinkler systems** are inspected quarterly by a certified building sprinkler inspection company. Hood suppression systems located in ISU Dining kitchens and Residence Hall kitchenettes are inspected twice a year. **Residents are reminded to not hang items from sprinkler heads located in their rooms.**

Campus Housing Unit	Alarm Systems	Fire Extinguishers	Sprinklers	2013 Fire Drills
Barton Hall—260 Richardson Court	Yes	Yes	Yes	2
Birch Hall—244 Richardson Court	Yes	Yes	Yes	2
Buchanan Hall—2160 Lincoln Way	Yes	Yes	Yes	2
Eaton Hall—135 Beyer Court	Yes	Yes	Yes	2
Elm Hall—326 Richardson Court	Yes	Yes	Yes	2
Freeman Hall—315 Carrie Lane Court	Yes	Yes	Yes	2
Frederiksen Court Apartments (23 buildings) - Hawthorn Court Drive	Yes	Yes	Yes	23
Friley Hall—2424 Union Drive	Yes	Yes	Partial	2
Helser Hall—221 Beyer Court	Yes	Yes	Yes	2
Larch Hall—135 Student Affairs L Road	Yes	Yes	Yes	2
Linden Hall—218 Richardson Court	Yes	Yes	Yes	2
Lyon Hall—358 Carrie Lane Court	Yes	Yes	Yes	2
Maple Hall—204 Beach Road	Yes	Yes	Yes	2
Martin Hall—131 Beyer Court	Yes	Yes	Yes	2
Oak Hall—326 Richardson Court	Yes	Yes	Yes	2
Roberts Hall—372 Carrie Lane Court	Yes	Yes	Yes	2
Schilletter Village Apartments—Edenburn Drive	Yes	Yes	No	0

Campus Housing Unit	Alarm Systems	Fire Extinguishers	Sprinklers	2013 Fire Drills
University Village Apartments—Stotts Road	Yes	Yes	No	0
Wallace Hall—917 Welch Road	Yes	Yes	Yes	2
Welch Hall—380 Carrie Lane Court	Yes	Yes	Yes	2
Willow Hall—213 Student Affairs L Road	Yes	Yes	Yes	2
Wilson Hall—926 Hayward Avenue	Yes	Yes	Yes	2

### Fire Education Programs

The ISU Department of Residence (DoR) maintains a fire safety program consisting of fire drills, emergency evacuation plans, fire extinguishers, emergency generators, smoke/heat detectors, sprinkler systems and life safety inspections. Residence life staff provide fire extinguisher training and review evacuation plans with student communities. For more information, go to: <http://www.housing.iastate.edu/safety/fire.html>

Environmental Health and Safety (EH&S) maintains the ISU fire safety program. Workplace fire prevention is the responsibility of all workers, students and visitors to ISU facilities. All employees and students must be familiar with and understand fire safety issues as presented in the following University policy and publications: *Fire Safety Policy*; *Fire Safety Guidelines*; and *Fire Safety and Extinguisher Training*.

For more information, go to: <http://www.ehs.iastate.edu/publications/miscdocs/fireprogram.pdf>

The Fire Safety and Extinguisher Training course is offered by EH&S. This course instructs participants in selecting and using the proper type of fire extinguisher. Participants will also learn the proper actions to take

### Fire Prevention Responsibilities for DoR Facility Residents

- Complete annual fire safety training.
- Remove waste paper, empty boxes, packaging and other combustibles from the workplace.
- Prohibit the use of space heaters.
- Prohibit the use of candles or open flames in areas other than authorized shops, laboratories and kitchens.
- Keep building corridors obstruction-free. Bulletin boards, display cabinets of non-combustible construction and approved benches are acceptable.
- Prohibit the placement of electrical cords running across doors or aisles, or behind or under furniture where they can become pinched.
- Limit extension cords to temporary use (no more than three days).
- Use only power strips approved by Underwriters Laboratories (UL) and limit use to low wattage equipment (i.e., computers, printers, task lights).
- Keep stairs and stairwells adequately lit and free of obstructions and storage.
- Keep fire and corridor doors closed, unless equipped with magnetic hold-open devices. Wedges are not allowed.
- Ensure that exit lights and emergency lights are functioning properly.
- Call 515-294-3322 to request lighting maintenance.
- Make others aware of potential fire hazards and report violations of established guidelines to supervisors.

### ISU's Smoke Free Campus Policy

Smoking cigars, cigarettes, pipes or other tobacco products is prohibited on Iowa State University grounds, including all residential housing units.

The ISU Fire Log is available at:

[http://www.ehs.iastate.edu/sites/default/files/uploads/publications/misdocs/fire\\_log.pdf](http://www.ehs.iastate.edu/sites/default/files/uploads/publications/misdocs/fire_log.pdf)

Questions about the fire logs should be directed to:

Dave Bunker  
Safety Coordinator  
ISU Department of Residence  
515-294-2927  
dbunker@iastate.edu

or  
Troy Carey  
Fire Safety Officer  
ISU Environmental Health and Safety  
515-294-9495  
twcarey@iastate.edu

### 2011 Fire Statistics

Residential Facilities	# of Fires	Cause of Fire	# of Injuries Requiring Treatment at a Medical Facility	# of Fire Related Deaths	Value of Property Damage Caused by Fire
<b><u>2011 Fires</u></b>					
Barton Hall	0	N/A	N/A	N/A	N/A
Lyon Hall	0	N/A	N/A	N/A	N/A
Freeman Hall	0	N/A	N/A	N/A	N/A
Birch-Welch-Roberts	0	N/A	N/A	N/A	N/A
Buchanan Hall	0	N/A	N/A	N/A	N/A
Eaton Hall	0	N/A	N/A	N/A	N/A
Frederiksen Court Apartments	2	Unintentional—oven fire —electrical short	0	0	\$0.00
		Unintentional — butane cans — improper use	0	0	\$1,088
Friley Hall	0	N/A	N/A	N/A	N/A
Helser Hall	0	N/A	N/A	N/A	N/A
Larch Hall	0	N/A	N/A	N/A	N/A
Linden Hall	1	Intentional — Posters—Vandalism	N/A	N/A	\$0.00
Maple Hall	0	N/A	N/A	N/A	N/A
Martin Hall	0	N/A	N/A	N/A	N/A
Oak-Elm Hall	0	N/A	N/A	N/A	N/A
Schilleter/University Village Apartments	1	Unintentional — oven fire — burnt food	0	0	\$500
Wallace Hall	0	N/A	N/A	N/A	N/A
Willow Hall	0	N/A	N/A	N/A	N/A
Wilson Hall	0	N/A	N/A	N/A	N/A

2012 Fire Statistics

Residential Facilities	# of Fires	Cause of Fire	# of Injuries Requiring Treatment at a Medical Facility	# of Fire Related Deaths	Value of Property Damage Caused by Fire
<u>2012 Fires</u>					
Barton Hall	0	N/A	N/A	N/A	N/A
Lyon Hall	0	N/A	N/A	N/A	N/A
Freeman Hall	0	N/A	N/A	N/A	N/A
Birch-Welch-Roberts	0	N/A	N/A	N/A	N/A
Buchanan Hall	0	N/A	N/A	N/A	N/A
Eaton Hall	0	N/A	N/A	N/A	N/A
Frederiksen Court Apartments	1	Unintentional — Oven fire —cooking	0	0	\$500
Friley Hall	1	Intentional — Vandalism — paper set on fire	0	0	\$0-99
Helser Hall	0	N/A	N/A	N/A	N/A
Larch Hall	0	N/A	N/A	N/A	N/A
Linden Hall	0	N/A	N/A	N/A	N/A
Maple Hall	0	N/A	N/A	N/A	N/A
Martin Hall	0	N/A	N/A	N/A	N/A
Oak-Elm Hall	0	N/A	N/A	N/A	N/A
Schilleter/University Village Apartments	2	Unintentional— Oven fire — oven cleaner	0	0	\$500
		Unintentional— Oven fire — cooking	0	0	\$500
Wallace Hall	0	N/A	N/A	N/A	N/A
Willow Hall	0	N/A	N/A	N/A	N/A
Wilson Hall	0	N/A	N/A	N/A	N/A



## 2013 Fire Statistics

Residential Facilities	# of Fires	Cause of Fire	# of Injuries Requiring Treatment at a Medical Facility	# of Fire Related Deaths	Value of Property Damage Caused by Fire
<b><u>2013 Fires</u></b>					
Barton Hall	0	N/A	N/A	N/A	N/A
Lyon Hall	0	N/A	N/A	N/A	N/A
Freeman Hall	0	N/A	N/A	N/A	N/A
Birch Hall	0	N/A	N/A	N/A	N/A
Buchanan Hall	0	N/A	N/A	N/A	N/A
Eaton Hall	0	N/A	N/A	N/A	N/A
Frederiksen Court Apartments	3	Unintentional — Oven Fire — cooking	0	0	\$500
		Unintentional — Stove Fire — cooking	0	0	\$500
		Unintentional — Oven Fire — cooking	0	0	< \$100
Friley Hall	0	N/A	N/A	N/A	N/A
Helser Hall	0	N/A	N/A	N/A	N/A
Larch Hall	0	N/A	N/A	N/A	N/A
Linden Hall	0	N/A	N/A	N/A	N/A
Maple Hall	1	MWL Commons Unintentional — Trash Can Fire — clothes from dryer	0	0	< \$100
Martin Hall	0	N/A	N/A	N/A	N/A
Oak Hall	0	N/A	N/A	N/A	N/A
Elm Hall	0	N/A	N/A	N/A	N/A
Schilleter Apartments	0	N/A	N/A	N/A	N/A
Wallace Hall	0	N/A	N/A	N/A	N/A
Willow Hall	0	N/A	N/A	N/A	N/A
Wilson Hall	0	N/A	N/A	N/A	N/A
Welch Hall	0	N/A	N/A	N/A	N/A
Roberts Hall	0	N/A	N/A	N/A	N/A
University Village Apartments	0	N/A	N/A	N/A	N/A

## Meet Your Iowa State University Police Department

Pictured below and on the following two pages are pictures of the men and women who have dedicated themselves to making Iowa State University a safe environment for students, faculty, and staff to live, work, and play.



Chief Jerry Stewart



Deputy Chief Rob Bowers



Captain Carrie Jacobs



Captain Aaron DeLashmutt



Captain Darin Van Ryswyk



Front row: Audrey Beal, Daniel Winter, Tammy Barker, Carlyn Clevenger, Jayme Augustine Back row: Matt Weidman, Rachel Chunn, Matt Kolker, Andrew Gragg, Zachary Girard and Supervisor Marie Carlson.



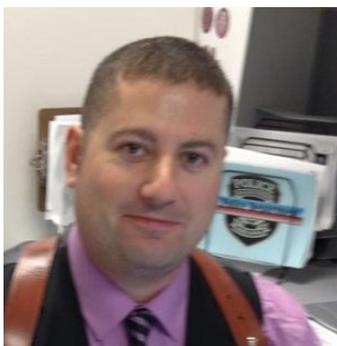
Day Shift Officers — L-R: Joel Swanson, Mervin Johnston, Lieutenant Steve Hasstedt, Sergeant Justin Gatewood, Tony Atilano, D. LaVern Butterbaugh, Derek Doebel



2nd Shift Officers — L-R: Julian Loera, Sergeant Jason Rieder, Lieutenant Joshua Hale, Zachary Deutmeyer, Dustin King, Paul Huston. Not pictured: Ryan De Vries, Tim Denger



3rd Shift Officers — L-R: Community Service Officer Dylan Bouge, K.J. Miller, Sergeant Chris Burrows, Keith Varner, Ryan Meenagh, Patrick Oetker, Dispatcher Andrew Gragg, Lieutenant Dave Peterson Not pictured: Dennis Bailey, Doug Hicks



Detective Nick Grossman  
Threat Assessment Unit



Detective Dwight Hinson  
Investigations Unit



Detective J. Ben Olejnik  
Investigations Unit



Lieutenant In Charge of  
Investigations Peter Gagne



Officer Anthony Greiter and Lieutenant Elliott Florer oversee evidence, outreach and social media



Lieutenant Sara Jensen takes a moment to pose with Cy at the College of Veterinary Medicine



Mary Sima  
Administrative Advisor



Lieutenant Deb Larkin oversees the Community Service Officer program on campus



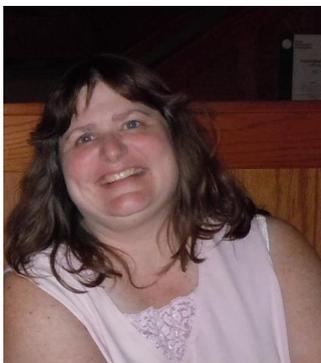
Steffani Simbric  
SART Coordinator



Joyce White  
Administrative Assistant



Shannon Knudsen, Sexual Assault Examiner Coordinator for Story County SART



Elizabeth Morse  
Records Supervisor



Lezlie Tate  
Records Clerk

## Important Telephone Numbers

EMERGENCY 911

### CAMPUS NUMBERS

ISU Police (General) *	515-294-4428
ISU Parking	515-294-3388
Help Van/Safety Escort	515-294-4444
Dean of Students Office	515-294-1020
Residence Life	515-294-6428
Thielen Student Health Center *	515-294-5801
Women's Center	515-294-4154
Student Counseling Service	515-294-5056
Environmental Health and Safety (Fire Safety Office)	515-294-5359

### OFF-CAMPUS NUMBERS

Ames Police Department (General) *	515-239-5133
Story County Sheriff's Office *	515-382-6566
Huxley Police Department *	515-597-2001
Nevada Police Department *	515-382-4593
Story City Police Department *	515-733-4305
ACCESS (Assault Care Center Extending Shelter and Support) *	515-292-5378
Mary Greeley Medical Center *	515-239-2155
Planned Parenthood of the Heartland *	515-292-1000
Story County Medical Center *	515-382-2111
Story County Attorney's Office *	515-382-7255

### DEPARTMENT OF PUBLIC SAFETY

Jerry Stewart — Director and Chief of Police	515-294-6762
Robert Bowers — Associate Director and Deputy Chief of Police	515-294-5787
Mark Miller — Assistant Director and Parking Manager	515-294-1987
Aaron DeLashmutt — Captain, Threat Assessment and Management	515-294-7166
Carrie Jacobs — Captain, Patrol Operations	515-294-9848
Darin Van Ryswyk — Captain, Investigations	515-294-4529
Steffani Simbric — Program Coordinator, SART and Victim/Witness Assistance	515-294-3116

\* Denotes members of the Story County Sexual Assault Response Team (SART)