

# CARROLL UNIVERSITY



2024

Annual Security and Fire Safety Report  
January 1, 2021 – December 31, 2023





# 2024 Annual Security and Fire Report

January 1, 2021 – December 31, 2023

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## *On and Off-Campus Contacts*

### **Department of Public Safety and Local Emergency Services**

**Department of Public Safety, Michael Bagin**      [msbagin@carrollu.edu](mailto:msbagin@carrollu.edu)  
208 Wright Street, Waukesha, WI 53186      262.524.7300  
[www.carrollu.edu/public-safety](http://www.carrollu.edu/public-safety)

**Carroll Safety Shuttle**  
208 Wright Street, Waukesha, WI 53186      262.524.7433  
[www.carrollu.edu/campus-student-life/transportation/shuttle-service](http://www.carrollu.edu/campus-student-life/transportation/shuttle-service)

**Carroll Student Safety Ambassador Program, Safe Walk Program & Pedestrian Safety**  
208 Wright Street, Waukesha, WI 53186      262.524.7300

**City of Waukesha Police Department**  
1901 Delafield St., Waukesha, WI 53188      262.524.3831 (Non-Emergency), 911 (Emergency)  
[www.waukesha-wi.gov/government/departments/police-department.php](http://www.waukesha-wi.gov/government/departments/police-department.php)

**City of Waukesha Fire Department**  
130 W. St. Paul Ave., Waukesha, WI 53188      262.524.3651 (Non-Emergency), 911 (Emergency)  
[www.waukesha-wi.gov/government/departments/fire-department.php](http://www.waukesha-wi.gov/government/departments/fire-department.php)

**Waukesha County Sheriff's Department**  
515 W. Moreland Blvd., Waukesha, WI 53188      262.524.3651 (Non-Emergency), 911 (Emergency)  
[www.waukeshacounty.gov/sheriff](http://www.waukeshacounty.gov/sheriff)

**Lake Country Fire & Rescue Station 37 – Village of Wales**  
600 S. Wales Rd., Wales, WI 53183      262.968.3301 (Non-Emergency), 911 (Emergency)  
[www.lakecountryfire.com](http://www.lakecountryfire.com)

### **Campus Office Resources**

**Vice President of Student Life, Nathan Dehne**      [ndehne@carrollu.edu](mailto:ndehne@carrollu.edu)  
304 N. East Ave., Waukesha, WI 53186      262.524.7100  
[www.carrollu.edu/campuslife](http://www.carrollu.edu/campuslife)

**Vice President of Community Culture, Mohammed Bey**      [mbey@carrollu.edu](mailto:mbey@carrollu.edu)  
119 E. College Ave, Rm 121, Waukesha, WI 53188      262.524.7040  
[www.carrollu.edu/community-culture](http://www.carrollu.edu/community-culture)

**Office of Human Resources, Billy Niklasch**      [wniklasc@carrollu.edu](mailto:wniklasc@carrollu.edu)  
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<https://www.carrollu.edu/employment>

**Residence Life and Housing**, *Allison Rygh*  
304 N. East Ave., Waukesha, WI 53188  
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[arygh@carrollu.edu](mailto:arygh@carrollu.edu)  
262.524.7352

**Campus Center Information Desk**  
101 N. East Ave, Waukesha, WI 53188  
[www.carrollu.edu/campus-center#info-desk](http://www.carrollu.edu/campus-center#info-desk)

[infodesk@carrollu.edu](mailto:infodesk@carrollu.edu)  
262.527.7373

**University Counsel & Risk Management**, *Catherine Jorgens J.D.*  
100 N. East Ave, Waukesha, WI 53188

[cjorgens@carrollu.edu](mailto:cjorgens@carrollu.edu)  
262.951.3024

**Office of Student Financial Aid**, *Dawn Scott*  
100 N. East Ave, Waukesha, WI 53188  
[www.carrollu.edu/financial-aid](http://www.carrollu.edu/financial-aid)

[dscott@carrollu.edu](mailto:dscott@carrollu.edu)  
262.524.7297

### **Title IX Contacts**

**Title IX Coordinator**, *Alexandra Smith*  
Office: 304 N. East Ave., Waukesha, WI 53186 Phone: 262.524.7372  
E-Mail: [azsmith@carrollu.edu](mailto:azsmith@carrollu.edu)

**Title IX Deputy Coordinator for Students**, *Dr. Elizabeth Brzeski (Associate Dean for Student Life)*  
Office: 304 N. East Ave., Waukesha, WI 53186 Phone: 262.524.7350  
E-Mail: [ebrzeski@carrollu.edu](mailto:ebrzeski@carrollu.edu)

**Title IX Deputy Coordinator for Employees**, *Amanda Stevens (Human Resources Business Partner)*  
Office: 204 N. Charles St., Waukesha, WI 53186 Phone: 262.524.7070  
E-Mail: [astevens@carrollu.edu](mailto:astevens@carrollu.edu)

**Title IX Deputy Coordinator for Athletics**, *Lindsay Schultz (Women's Basketball Coach)*  
Office: 227 N. Barstow St., Waukesha, WI 53186 Phone: 262.524.7319  
E-Mail: [lbschult@carrollu.edu](mailto:lbschult@carrollu.edu)

## Resources at a Glance

### Health Resources

**Health Center** 262.524.7233  
304 N. East Ave.,  
Waukesha WI 53186  
[www.carrollu.edu/student-services/health](http://www.carrollu.edu/student-services/health)

**Waukesha Memorial Hospital** 262.928.1000  
725 American Ave.,  
Waukesha, WI 53188  
[www.prohealthcare.org](http://www.prohealthcare.org)

**Sexual Assault Nurse Examiner** 262.928.2477  
Help for Sexual Assault Victims  
Waukesha Memorial Hospital  
[www.prohealthcare.org](http://www.prohealthcare.org)

### Sexual Assault, Domestic Violence, Dating Violence and Stalking Survivor Resources

**Office of Violence Prevention** 262.524.7099  
304 N. East Ave.,  
Waukesha, WI 53186  
[www.carrollu.edu/campus-student-life/violence-prevention](http://www.carrollu.edu/campus-student-life/violence-prevention)

**Title IX Office** 262.524.7372  
[titleix@carrollu.edu](mailto:titleix@carrollu.edu)

**The Women's Center** 262.542.3828  
Serves women and children who have experienced domestic violence, sexual assault, and abuse  
24 Hours  
505 N. East Ave.,  
Waukesha, WI 53186  
[www.twcwaukesha.org](http://www.twcwaukesha.org)

**National Domestic Violence Hotline** 800.799.SAFE  
TTY 800.787.3224

**RAINN (Rape, Abuse & Incest National Network)** 800.656.HOPE  
National Sexual Assault Hotline

### Mental Health Resources

**Walter Young Center** 262.524.7335  
304 N. East Ave., Waukesha WI 53186  
[www.carrollu.edu/student-services/counseling](http://www.carrollu.edu/student-services/counseling)

**Aurora Psychiatric Hospital Intake Dept** 414.454.6600  
1220 Dewey Ave., Milwaukee, WI 53213  
[www.aurorehealthcare.org/locations/hospital/aurora-psychiatric-hospital](http://www.aurorehealthcare.org/locations/hospital/aurora-psychiatric-hospital)

**ProHealth Behavioral Health at Waukesha Memorial Hospital** 262.928.4036  
725 American Ave., Waukesha WI 53188  
[www.prohealthcare.org](http://www.prohealthcare.org)

**Rogers Behavioral Health** 800.767.4411  
34700 Valle Rd., Oconomowoc, WI 53066  
[www.rogershospital.org](http://www.rogershospital.org)

**Cornerstone Counseling Services** 262.789.1191  
741 N. Grand Ave, Suite 302,  
Waukesha, WI 53186  
[www.cornerstonecounseling.com](http://www.cornerstonecounseling.com)

**Family Services of Waukesha** 262.547-5567  
101 W. Broadway, 2<sup>nd</sup> Floor,  
Waukesha, WI 53186  
[www.fswaukesha.org](http://www.fswaukesha.org)

**National Suicide Prevention Hotline** 800.273.8255  
Substance Abuse and Mental Health Services Administration  
[www.suicidepreventionlifeline.org](http://www.suicidepreventionlifeline.org)

**Veteran's Crisis Line** Dial 988  
US Department of Veteran's Affairs Press 1  
[www.veteranscrisisline.net](http://www.veteranscrisisline.net)

**NAMI (National Alliance on Mental Illness of SE WI)** 262.524.8886  
2717 N. Grandview Blvd.,  
Suite 205, Waukesha, WI 53186  
[www.namisoutheastwi.org](http://www.namisoutheastwi.org)

## Substance Abuse Resources

**Addiction Resource Council** 262.524.7920  
N27W23960 Paul Rd. Suite 201  
Pewaukee, WI 53072  
[www.addictionresourcecouncilwaukeshawi.org](http://www.addictionresourcecouncilwaukeshawi.org)

**Substance Abuse and Mental Health Services Administration**  
National Helpline 800.622.HELP

**Narcotics Anonymous** 800-240-0276  
[www.wisconsinna.org](http://www.wisconsinna.org) 24 Hour

**Alcoholics Anonymous, Greater Milwaukee Office** 414.771.9119  
7429 W. Greenfield Ave., West  
Allis, WI 53214  
[www.aamilwaukee.com](http://www.aamilwaukee.com)

**Alcoholics Anonymous** 608.222.8989  
Southern WI: [www.area75.org](http://www.area75.org)

**Wisconsin Telecommunications Relay Service for the hearing impaired, dial 711** ([www.wisconsinrelay.com](http://www.wisconsinrelay.com))



## *Introduction to the Annual Security Report and Process*

Welcome to Carroll University! The Carroll University Department of Public Safety (DPS) has a staff of dedicated and trained personnel who serve the campus community consistent with the University's ethos, values and principles. We strive to provide a safe and secure environment for the entire University community. The DPS offers a wide variety of services to assist students, faculty, and staff members in their day-to-day activities on campus. These services include blue light assistance phones, shuttle service, safe walk assistance, access assistance and guidance on emergency preparedness.

The DPS staff patrols our campus 24 hours a day by vehicle, bicycle and on foot. Our dispatch center monitors our campus with the use of security cameras and alarm systems and is prepared to direct assistance to those in need of help at any time of the day. We work collaboratively with the Waukesha Police and Fire Departments regarding safety on campus.

The Annual Security and Fire Safety Report (ASR) is designed to inform, educate, and alert the campus community of the current programs, policies and procedures related to crime awareness and reporting at Carroll University. The DPS is required to report statistics concerning the occurrence of specific criminal offenses on campus that are reported to local police agencies, or to any official of the institution who has significant responsibility for students (including Public Safety, Student Activities, the Vice President of Student Life, Residence Life and Housing, Title IX Office, student co-curricular activities coaches, faculty or staff member, or an advisor to a student group). The specific criminal offenses that are reported are robbery, arson, criminal homicide: manslaughter by negligence, criminal homicide: murder and non-negligent manslaughter, sex offenses, aggravated assault, burglary, hate crimes and motor vehicle theft.

The Carroll University DPS initiates immediate notification to the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, staff or faculty members occurring on the campus, unless issuing a notification will compromise efforts to contain the emergency.

The safety and security of our campus is the responsibility of all members of our campus community. We ask that everyone associated with our campus be alert for potential safety issues on campus. If you notice something that seems suspicious or concerns you about safety on campus, please call the Carroll University DPS dispatcher at 262.524.7300. We encourage our campus community members to review policies and procedures in the student handbook, employee manuals and our emergency response plan. Taking a proactive approach to safety and security will help us all have a more effective response in the event of an actual emergency.

For more information, please visit the DPS website at [www.carrollu.edu/public-safety](http://www.carrollu.edu/public-safety).

Sincerely,

*Michael S. Bagin*

Michael S. Bagin  
Director of Public Safety

## *Compilation of the Annual Security and Fire Safety Report*

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) requires the distribution of an Annual Security and Fire Safety Report (ASR) to all current faculty, staff, and students and notice of its availability to prospective students, faculty, and staff. This document is one of many mechanisms designed to provide information to current and potential Carroll University community members of crime, arrest, and referral statistics, of current crime response, reporting, prevention and awareness policies regarding sexual assault, domestic violence, dating violence and stalking, of campus disciplinary policies and relevant state laws, and of campus safety and security. This ASR includes crime, arrest, and referral statistics for the previous three calendar years concerning reported crimes that occurred on campus, in certain off-campus buildings or property owned or controlled by Carroll University, and on public property in, or immediately adjacent to and accessible from the campus. The Fire Safety Report contains Carroll University Housing fire safety protocols and fire statistics for the previous three calendar years.

This report was prepared by Carroll University Department of Public Safety, Office of Student Conduct, and Title IX Coordinator. To gather policies for this report, the authors of the report collaborated with the Division of Student Life, Residence Life and Housing, the Office of Human Resources, Health Services, Legal Counsel, and other divisions and departments on campus.

Statistics are gathered through reports to the DPS, the Office of Student Conduct, and other Campus Security Authorities (CSA). While not defined in statute, regulations provide that CSAs include: (i) campus police or security department personnel; (ii) individuals with security-related responsibilities; and (iii) individuals or organizations identified in institutional security policies as an individual or organization to which students and employees should report criminal offenses. The definition at § 668.46(a)(iv) states that a CSA also includes an official “who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings.”

The Department of Public Safety also requests crime statistics from outside law enforcement agencies that may have jurisdiction over Carroll University non-campus property. The Director of Public Safety, Title IX Coordinator and the Office of Student Conduct collaborate in compiling the crime, arrest and referral statistics to ensure accuracy of the statistics in this report. A copy of the report is disseminated to faculty, staff, and students in an e-mail sent prior to October 1st of each year. Crimes are classified using the FBI Uniformed Crime Reporting Handbook, the National Incident Based Reporting System Handbook and the Handbook for Campus Safety and Security Reporting. Wisconsin law is used to define drug, liquor, and weapons law violations, as well as incidents of Sexual Assault, Domestic Violence, Stalking and Sexual Harassment.

## *Campus Crime Geography, Definitions, and Statistics*

In this section are statistical charts for the calendar years 2023, 2022, and 2021. Differences in categories from year to year are explained in introductions to the charts. Differences in the statistics themselves reflect the number of crimes reported, and not necessarily a difference in the rate of crime itself. The data does not reflect prosecutions, convictions, or the outcome of disciplinary actions.

Crime statistics published in this document reflect crimes that are reported to have occurred in one of four federally defined locations. Crimes that are reported to have occurred outside of the following locations are not included in this report. The four federally defined locations are:

**On-campus property** is defined as any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and any building or property that is within or reasonably contiguous to the area above that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

**On-campus student housing** is defined as any student housing facility that is owned or controlled by the institution or is located on property that is owned or controlled by the institution and is within the reasonably contiguous geographic area that makes up the campus. This includes hotels that were used to house students in quarantine and are reasonably contiguous with the campus.

**Public property** is defined as all public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from campus.

**Non-campus property** is defined as any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property that is owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students and is not within the same reasonably contiguous geographic area of the institution. This category includes property that is outside of Waukesha, outside of Wisconsin and outside of the United States. This includes hotels that were used to house students in quarantine but are not reasonably contiguous with the campus.

Maps of the Clery Act geography can be found in Appendix A of this document.

### **Types of Criminal Offenses**

#### **Criminal Homicide**

- *Murder and Non-negligent Manslaughter*: The willful (non-negligent) killing of one human being by another.
- *Manslaughter by Negligence*: The killing of another person through gross negligence (Does not include traffic fatalities).

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

- *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 the consent of the victim. This offense includes the rape of both male and females.
- *Fondling*: The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- *Incest*: Sexual intercourse between persons who are related to each within the degrees wherein marriage is prohibited by law (WI prohibits marriage between parties near than 2nd cousins but allows 1st cousin sexual intercourse if the woman is over 55 years or if one party has a letter from a physician confirming sterility).
- *Statutory Rape*: Sexual intercourse with a person who is under statutory age of consent.

**Robbery**: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force, or threat of force, 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.

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

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

## Consent

Under WI law, consent is words or overt actions by a person who is competent to give informed consent indicating a freely given agreement to have sexual intercourse or sexual contact. The following persons are presumed incapable of consent, but the presumption may be rebutted by competent evidence:

1. A person suffering from mental illness or defect which impairs capacity to appraise personal conduct.
2. A person who is unconscious or for any other reason physically unable to communicate an unwillingness to act.

## Domestic Violence, Dating Violence, and Stalking

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

**Dating Violence**: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based

on the reporting parties' statement and with consideration of the length of the relationship, type of relationship, and the frequency of interactions with the persons involved in the relationship. For the purposes of the 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. (Under WI law, dating violence is a form of domestic violence.)

**Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

1. Fear for the person's safety or the safety of others; or
  2. Suffer substantial emotional distress.
- **Course of Conduct:** Defined as two (2) or more acts including but not limited to acts in 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.
  - **Reasonable Person:** Defined as a reasonable person under similar circumstances and with similar identities to the victim.
  - **Substantial Emotional Distress:** Means significant mental suffering or anguish that may, but does not necessarily require, medical or other professional treatment or counseling.

## Hate Crimes

A *hate crime* is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's **bias** against the victim. **Bias** is a pre-formed negative opinion or attitude toward a group of persons based on their race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, or disability.

- **Race:** Includes color of skin, eyes or hair, facial features, etc. Genetically transmitted by descent and heredity which distinguishes them as a dissent division of humankind e.g., Asian, blacks, African American, whites.
- **Religion:** Includes those who share the same religious beliefs regarding the origin and purpose of the universe and the existence or non-existence of a supreme being e.g., Catholics, Jews, Protestants, and atheists.
- **Sexual Orientation:** Actual or perceived sexual orientation. Sexual orientation is the term for a person's physical romantic, and/or emotional attraction to members of the same and/or opposite sex including lesbians, gay, bisexual, and heterosexual (straight) individuals.
- **Gender:** Actual or perceived gender e.g., male or female.
- **Gender Identity:** Actual or perceived gender identity e.g., bias against transgender or gender non-conforming individuals. Gender non-conforming describes a person who does not conform to the gender-based expectations of society e.g. a women dressed in traditional male clothing or a man wearing makeup. A gender non-conforming individual may or may not be a lesbian, gay, bisexual or transgender person but may be perceived as much.
- **Ethnicity:** Identification with each other through a common heritage often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term "race" in that "race" refers to a grouping based mostly upon biological criteria while ethnicity also encompasses additional cultural factors.

- **National Origin:** Actual or perceived country of birth. This bias may be associated with a national origin group, participating in certain customs associated with a national origin group, or because they are married to or associate with people of a certain national origin.
- **Disability:** Physical or mental impairments whether such disability is temporary or permanent, congenital, or acquired by heredity, accident, injury, advanced age or illness.

### **Crimes Reported under Hate Crime**

- **Larceny-Theft:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.
- **Constructive Possession:** The condition in which a person does not have physical custody or possession but is in a position to exercise dominion or control over a thing.
- **Simple Assault:** An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.
- **Intimidation:** To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
- **Destruction/Damage/Vandalism of Property:** To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

## 2023 Campus Crime Statistics (Main Campus)

101 N. East Avenue, Waukesha, WI, 53186

	On Campus Property	On Campus, Student Housing	Public Property	Non- Campus Property	Unfounded
<b>Arrests</b>					
Liquor	0	0	0	0	0
Drugs	0	0	0	0	0
Weapons	0	0	0	0	0
<b>Disciplinary Referrals</b>					
Liquor	99	95	0	0	0
Drugs	7	6	0	0	0
Weapons	0	0	0	0	0
<b>Criminal Offenses</b>					
Murder & Non-Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Robbery	0	0	0	0	0
Aggravated Assault	0	0	0	0	0
Burglary	0	0	0	0	0
Motor Vehicle Theft	1	0	1	1	0
Arson	0	0	0	0	0
<b>Criminal Sex Offenses</b>					
Rape	4	4	0	0	0
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Statutory Rape	0	0	0	0	0
<b>Violence Against Women Act</b>					
Dating Violence	2	2	0	0	0
Domestic Violence	0	0	0	0	0
Stalking	5	2	0	0	0
<b>Hate Crimes</b>					
Larceny-Theft	0	0	0	0	0
Simple Assault	0	0	0	0	0
Intimidation	0	0	0	0	0
Destruction/Damage/Vandalism to Property	0	0	0	0	0

## *2023 Non-Campus Crime Statistics*

Crime statistics for locations shown below are shown in the previous chart under Non-Campus Properties

**Center for Graduate Studies** at 2140 Davidson Road, Waukesha, WI 53186

**Community Health Services** at 237 Wisconsin Ave., Waukesha, WI 53186

**Prairie Springs EEC** at W307 S4706 WI-83, Mukwonago, WI 53149

**St. Augustine Preparatory Academy** at 2607 S. 5<sup>th</sup> Street, Milwaukee, WI, 53207

**Sentry Drive Building** at 1111 Sentry Drive, Waukesha, WI 53186

**United Community Center** at 615 W. Washington St., Milwaukee, WI 53204



## 2022 Campus Crime Statistics (Main Campus)

101 N. East Avenue, Waukesha, WI, 53186

	On Campus Property	On Campus, Student Housing	Public Property	Non- Campus Property	Unfounded
<b>Arrests</b>					
Liquor	0	0	0	0	0
Drugs	1	0	0	0	0
Weapons	0	0	0	0	0
<b>Disciplinary Referrals</b>					
Liquor	100	100	0	0	0
Drugs	11	10	0	0	0
Weapons	0	0	0	0	0
<b>Criminal Offenses</b>					
Murder & Non-Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Robbery	0	0	0	1	0
Aggravated Assault	0	0	0	0	0
Burglary	1	1	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Arson	0	0	0	0	0
<b>Criminal Sex Offenses</b>					
Rape	4	4	0	0	0
Fondling	1	0	0	0	0
Incest	0	0	0	0	0
Statutory Rape	0	0	0	0	0
<b>Violence Against Women Act</b>					
Dating Violence	1	0	0	0	0
Domestic Violence	0	0	0	0	0
Stalking	3	0	0	0	0
<b>Hate Crimes</b>					
Larceny-Theft	0	0	0	0	0
Simple Assault	0	0	0	0	0
Intimidation	0	0	0	0	0
Destruction/Damage/Vandalism to Property	0	0	0	0	0

## *2022 Non-Campus Crime Statistics*

Crime statistics for locations shown below are shown in the previous chart under Non-Campus Properties

**Center for Graduate Studies** at 2140 Davidson Road, Waukesha, WI 53186

**Community Health Services** at 237 Wisconsin Ave., Waukesha, WI 53186

**Prairie Springs EEC** at W307 S4706 WI-83, Mukwonago, WI 53149

**Sentry Drive Building** at 1111 Sentry Drive, Waukesha, WI 53186

**United Community Center** at 615 W. Washington St., Milwaukee, WI 53204

## 2021 Campus Crime Statistics (Main Campus)

101 N. East Avenue, Waukesha, WI, 53186

	On Campus Property	On Campus, Student Housing	Public Property	Non- Campus Property	Unfounded
<b>Arrests</b>					
Liquor	0	0	0	0	0
Drugs	0	0	0	0	0
Weapons	0	0	0	0	0
<b>Disciplinary Referrals</b>					
Liquor	82	77	0	0	0
Drugs	6	4	0	0	0
Weapons	0	0	0	0	0
<b>Criminal Offenses</b>					
Murder & Non-Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Robbery	0	0	0	0	0
Aggravated Assault	0	0	0	0	0
Burglary	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Arson	0	0	0	0	0
<b>Criminal Sex Offenses</b>					
Rape	1	1	1	0	0
Fondling	2	2	0	0	0
Incest	0	0	0	0	0
Statutory Rape	0	0	0	0	0
<b>Violence Against Women Act</b>					
Dating Violence	2	2	0	0	0
Domestic Violence	0	0	0	0	0
Stalking	1	1	0	0	0
<b>Hate Crimes</b>					
Larceny-Theft	0	0	0	0	0
Simple Assault	0	0	0	0	0
Intimidation	1	0	0	0	0
Destruction/Damage/Vandalism to Property	0	0	0	0	0

*2021 Campus Crime Statistics (Baymont Hotel - Temporary Housing)*

No crimes reported in 2021 at 2111 E. Moreland Blvd., Waukesha, WI 53186

*2021 Campus Crime Statistics (Center for Graduate Studies)*

No crimes reported in 2021 at 2140 Davidson Road, Waukesha, WI 53186

*2021 Campus Crime Statistics (Community Health Services)*

No crimes reported in 2021 at 237 Wisconsin Avenue, Waukesha, WI 53186

*2021 Campus Crime Statistics (Prairie Springs EEC)*

No crimes reported in 2021 at W307 S4706 WI-83, Mukwonago, WI 53149

*2021 Campus Crime Statistics (Sentry Drive Campus)*

No crimes reported in 2021 at 1111 Sentry Drive, Waukesha, WI 53186

*2021 Campus Crime Statistics (United Community Center)*

No crimes reported in 2021 at 615 W. Washington St., Milwaukee, WI 53204

*2021 Campus Crime Statistics (Wildwood Lodge - Temporary Housing)*

No crimes reported in 2021 at N14 W241 Tower Place, Pewaukee, WI 53072

## *Carroll Properties*

All addresses are Waukesha, WI 53186 unless otherwise noted.

<b><i>Building</i></b>	<b><i>Address</i></b>
<b>310 Williams Street</b>	<b>310 Williams Street</b>
<b>117 Wright Street</b>	<b>117 Wright Street</b>
<b>120 Wright Street</b>	<b>120 Wright Street</b>
<b>215 Wright Street</b>	<b>215 Wright Street</b>
<b>A Paul Jones Honors Hall</b>	<b>201 N. Charles Street</b>
<b>Betty Lou Tikalsky House</b>	<b>124 Wright Street</b>
<b>Business Hall</b>	<b>239 East Avenue</b>
<b>Campus Center</b>	<b>101 N. East Avenue</b>
<b>Carroll Street Apartments</b>	<b>225-227 Carroll Street</b>
<b>Carroll University Community Health Services</b>	<b>237 Wisconsin Avenue</b>
<b>Center for Student Life and Wellness</b>	<b>304 N. East Avenue</b>
<b>Center for Graduate Studies</b>	<b>2140 Davidson Road</b>
<b>College Avenue Apartments</b>	<b>245 W. College Avenue</b>
<b>College of Health Sciences</b>	<b>310 N. East Avenue</b>
<b>College of Health Sciences Faculty Offices</b>	<b>114 S. East Avenue</b>
<b>Dennis Panches Track and Field Complex</b>	<b>Grand Avenue</b>
<b>Discovery House</b>	<b>209 Wright Street</b>
<b>Education Hall</b>	<b>316 N. Barstow Street</b>
<b>Enterprise House</b>	<b>202 Wright Street</b>
<b>Explorer House</b>	<b>206 N. Charles Street</b>
<b>Facilities</b>	<b>1111 Sentry Drive</b>
<b>Frontier Hall</b>	<b>210 N. Grand Avenue</b>
<b>Ganfield Gymnasium</b>	<b>221 N. Barstow Street</b>
<b>Grounds Annex Building (The Barn)</b>	<b>301 N. Grand Avenue</b>
<b>Haertel Field</b>	<b>436 W. Newhall Avenue</b>
<b>Hartwell A</b>	<b>334 N. Hartwell Avenue</b>
<b>Hartwell B</b>	<b>332 N. Hartwell Avenue</b>
<b>Hartwell C</b>	<b>331 Barney Street</b>
<b>Hartwell D</b>	<b>325 Barney Street</b>
<b>Hastad Hall</b>	<b>107 N. Barstow Street</b>
<b>Human Resources</b>	<b>204 N. Charles Street</b>
<b>Humphrey Arts Center</b>	<b>238 N. East Avenue</b>
<b>Jaharis Science Laboratories</b>	<b>132 W. College Avenue</b>
<b>Jean Kilgour Field</b>	<b>W. College Avenue and N. Grand Avenue</b>
<b>Kilgour Hall</b>	<b>119 E. College Avenue</b>
<b>Kilgour Trailblazer Tennis Center</b>	<b>240 N. Barstow Street</b>

<b>Lindholm Building</b>	<b>222 Maple Avenue</b>
<b>MacAllister Hall</b>	<b>105 S. East Avenue</b>
<b>Main Hall</b>	<b>120 N. East Avenue</b>
<b>Maple Avenue Building</b>	<b>223 Maple Avenue</b>
<b>Maple Avenue Parking</b>	<b>211 Maple Avenue</b>
<b>Mathematics</b>	<b>202 W. College Avenue</b>
<b>Motorcycle Shop</b>	<b>307 N. Grand Avenue</b>
<b>North Bergstrom Hall</b>	<b>135 S. East Avenue</b>
<b>Otteson Theater</b>	<b>238 N. East Avenue</b>
<b>Physical Therapy</b>	<b>245 N. Barstow Street</b>
<b>Pioneer Hall</b>	<b>324 W. College Avenue</b>
<b>Prairie Hall</b>	<b>304 W. College Avenue</b>
<b>Prairie Springs Environmental Education Center</b>	<b>W307 S4706 State Road 83 Mukwonago, WI 53149</b>
<b>President's House</b>	<b>115 S. East Avenue</b>
<b>Public Safety Center</b>	<b>208 Wright Street</b>
<b>Quad/Graphics Team Center</b>	<b>240 N. Barstow Street</b>
<b>Rankin Hall</b>	<b>130 W. College Avenue</b>
<b>Richard Smart House</b>	<b>239 W. College Avenue</b>
<b>Schneider Stadium</b>	<b>240 N. Barstow Street</b>
<b>Shattuck Music Center</b>	<b>218 N. East Avenue</b>
<b>Shirley Hilger Hall</b>	<b>200 E. College Avenue</b>
<b>Sneeden House</b>	<b>123 S. East Avenue</b>
<b>South Bergstrom Faculty Commons</b>	<b>151 S. East Avenue</b>
<b>Steele Hall</b>	<b>221 N. East Avenue</b>
<b>Swarthout Hall</b>	<b>221 N. East Avenue</b>
<b>Todd Wehr Memorial Library</b>	<b>200 N. East Avenue</b>
<b>Van Male Fieldhouse/Natatorium</b>	<b>227 N. Barstow Street</b>
<b>Veterans House</b>	<b>125 Wright Street</b>
<b>Voorhees Hall</b>	<b>100 N. East Avenue</b>
<b>Voyager House</b>	<b>125 Wright Street</b>
<b>Wright House</b>	<b>119 Wright Street</b>

## *General Crime and Emergency Reporting*

Crimes that occur on campus should be reported to Carroll University DPS by dialing 262.524.7300 or by visiting the department at 208 Wright Street, Waukesha WI 53186. Carroll University DPS is not a law enforcement agency. If you need Police or Fire for an emergency call 911, then, if possible, call DPS. For the purpose of making a crime warning evaluation and for potential inclusion of a crime statistic in the Annual Security and Fire Safety Report, criminal offenses should be reported to DPS. Crimes that occur off campus and not emergencies, can be reported to the Waukesha Police Department (WKPD) via the non-emergency number 262.524.3831. Local law enforcement can be reached by calling 911 or by going to 1901 Delafield Street Waukesha WI. Carroll University encourages all campus community members to report all crimes accurately and promptly to the appropriate department. DPS strongly encourages the public to report crime, including for the purpose of the Department assessing whether a Crime Warning notice needs to be distributed to the campus community.

Students are also encouraged to report crimes/violations of the student code of conduct to the **Office of Student Conduct** to seek assistance for themselves or to begin a Student Code of Conduct investigation students should call 262.524.7100 or e-mail [conduct@carrollu.edu](mailto:conduct@carrollu.edu). If a student requests it, assistance will be provided by the Office of Student Conduct in notifying law enforcement.

Victims of sexual assault, domestic violence, dating violence and/or stalking who do not wish to report the crime to a law enforcement official, to the Office of Student Conduct or Title IX Office, are still encouraged to get help and support. Please see the Sexual Assault, Domestic Violence, Dating Violence and Stalking section in this report for more information.

Child abuse should be reported to WKPD or Child Protective Services.

### **Response to a Reported Crime**

Carroll University Public Safety Officers (PSO) and dispatchers as well as an Administrator on Call (AOC) are available 24 hours a day 365 days a year to take reports and answer questions. In response to a call regarding a reported crime or university policy violation, Public Safety Officers and/or the Administrator on Call will respond, evaluate using university protocol, and document. If necessary, the PSO and/or the AOC will call the WKPD and/or the Waukesha Fire Department (WFD).

In response to an emergency, the WKPD and/or WFD will respond, evaluate, and summon the appropriate resources to respond to the incident. All the cases that Public Safety and/or the Administrator on Call generate involving students are forwarded to the Office of Student Conduct for review and potential action, such as initiating the student disciplinary process when appropriate and/or offering support to student victims. If assistance is required from the WKPD and/or WFD, or other local, state, or federal law enforcement agencies, DPS, the Office of Student Conduct, or the Vice President of Student Life will contact the appropriate agency.

### **Crime Reporting**

Anyone can report a Clery crime to any Campus Security Authority (CSA) for the purpose of including a statistic in Carroll University's ASR. However, many CSAs are also required to forward reports of sexual assault, domestic violence, dating violence, stalking and incidents involving minors to the institution. Carroll University may be obligated to investigate when there is a report of sexual assault, domestic violence, dating violence and/or stalking. Therefore, confidentiality cannot be guaranteed. To

make a report please contact DPS at 262.524.7300 or e-mail [safety@carrollu.edu](mailto:safety@carrollu.edu). You may also report an incident to the Office of Student Conduct at 262.524.7100 or e-mail [conduct@carrollu.edu](mailto:conduct@carrollu.edu).

### **Confidential Reporting Options**

If an individual desires that details of the incident be kept confidential, they should speak with on-campus mental health counselors, campus health service providers (nurse practitioners), or the university chaplain who can maintain confidentiality. University counselors are available to help an individual free of charge and can be seen on an emergency basis. Please see the section in this ASR entitled Sexual Assault, Domestic Violence, Dating Violence and Stalking for more information regarding official reporting and confidential resources for sexual assault, domestic violence, dating violence, sexual assault, and stalking.

### **Off-Campus Safety and Security**

The Waukesha Police (WKPD) and Waukesha County Sheriff's Office (WKSO) have primary jurisdiction in properties controlled by Carroll University. Other county, state and federal agencies also provide law enforcement services in the Waukesha County area. WKPD routinely works with various departments within Carroll University. WKPD assigns liaison officers to Carroll to collaborate regarding safety, neighborhood concerns, and community policing initiatives.



## *Safety and Security Preparation on Campus*

### **Emergency Planning Team: Emergency Response and Preparation**

The Emergency Planning Team (EPT) was established in 2012 to manage emergency preparedness. The team coordinates with various university and community entities to ensure that Carroll University students, faculty, staff, and visitors are prepared to respond to emergencies, recover from them, and mitigate against their impacts. The EPT also works closely with several of our campus partners to implement Carroll's crisis communication plan.

Crisis and disaster events require campuses to prepare for emergencies and require an understanding of response capabilities and limitations. It is impossible to predict exactly when a crisis or disaster will occur, or the extent to which it might affect the campus. Through deliberate planning, preparation, and training, Carroll can greatly minimize losses from these events.

When an emergency occurs, the University Emergency Response Plan (ERP) is activated. The ERP delineates the response procedures for emergencies and disasters that impact the campus. When the ERP is utilized, two response organizations are established: The Logistics Team (LT) and the Administrative Team. The LT is staffed by pre-identified campus personnel trained to coordinate the campus' response and recovery efforts. LT members are trained Carroll personnel in middle to upper management positions from the major functional areas of the University, including, but not limited to, Facilities, Student Conduct, University Health Services, Residence Life and Housing, Office of Information Technology, DPS, Marketing & Communications, Human Resources, Counseling Services, and Reservations and Events. The LT facilitates sheltering of evacuees, debris removal, restoration of services, and supports on-scene personnel (list not all-inclusive). Carroll Senior Staff, including the President, Provost, Vice Presidents, Legal Counsel, Director of Marketing and Communications, Director of Office of Information Technology and the Director of Public Safety comprise the Administrative Team. Their primary responsibilities include setting policy and providing support to the LT and on-scene personnel.

Annual fire drills are planned in coordination with Residence Life and Housing and announced via campus email in conjunction with the drills themselves. All students and staff should familiarize themselves with the evacuation routes for the buildings they frequent.

The Emergency Planning Team has primary responsibility for the development and facilitation of emergency exercises at Carroll. An After-Action Report - Improvement Plan (AAR-IP) may be written following an exercise. If completed, this should list the scenario, participants, date, time, location, areas of strengths, areas of improvement, and corrective actions. Emergency exercises include drills, tabletops, functional, and full-scale exercises. The campus is committed to evaluating response capabilities through the exercise and AAR-IP process, with the goal of correcting areas of improvement identified during the exercise.

### **Threat Assessment Team**

Carroll University's Threat Assessment Team (CUTAT) is to supplement and support Carroll's Student Support Team and DPS. The CUTAT determines whether a student poses a threat to self or others and then takes appropriate action to ensure safety of the student and the campus community. The CUTAT's Responsibilities are as follows:

1. Determine whether a student(s) poses a threat to self or others and then take appropriate action to ensure safety of the student and campus community.
2. Coordinates follow up to ensure that services, support and resources are deployed effectively.
3. Assure the safety of the campus community.
4. Follow up as appropriate with psychological assessment, conduct actions, disability services, accommodations, hospitalization and withdrawal, as needed, balancing that which is in the best interest of the student and Carroll University.

The Threat Assessment Team is made up of the following team members:

- Director of Counseling
- Director of Public Safety
- Director of Student Conduct
- Director of Residence Life
- Vice-President of Student Life
- Marketing and Communications representative

### *Communication about Campus Crimes and Safety*

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

### **Immediate (Emergency) Notification Procedures**

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

#### **PioALERTS**

Carroll maintains a multi-faceted approach to all-hazards emergency notification. Incidents and/or events may necessitate the notification of Carroll University students, faculty and staff collectively or within impacted groups.

DPS typically confirms significant emergencies or dangerous situations involving an immediate threat to the health or safety of students or employees on campus in conjunction with the CUTAT.

Upon confirmation of an emergency or dangerous situation, the CUTAT will, without delay, and considering the safety of the community, determine the content of the notification and initiate the proper notification system. This will be done unless issuing a notification will, in the professional judgment of the responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency. Complete notification of 100 percent of the campus population is not possible; however, reasonable attempts will be made to notify the largest percentage feasible in the fastest way available.

DPS and Marketing and Communications (MC) are authorized to use the PioALERT system. During situations in which there is a time-critical threat to campus, a PioALERT message and messages sent via the other systems listed below can be sent immediately on authority of the DPS Director and a member of

senior staff. The DPS Director and MC will be responsible for drafting the content, which is developed based on the type of emergency, determining the appropriate segment of the community to receive the message, and sending the message to the community using any or all systems listed below.

Situations requiring a PioALERT include but are not limited to; active assailant(s), significant hazardous materials spills, closing sections of campus, significant disruptions to campus infrastructure, utility failures, multiple building closings, or a mass casualty disaster. Carroll University does not issue PioALERTS to only specific segments of the Carroll community. All students, faculty and staff have a carrollu.edu email address, and PioALERTS are sent via email to notify the largest percentage of students, faculty and staff in the fastest way possible. PioALERTS are also sent via text message to those registered with the text system. In addition to, or in the event of an email or text system failure, Carroll University may also use some or all of the following systems to communicate an immediate threat to the community: voice calls, Carroll University website ([www.carrollu.edu](http://www.carrollu.edu)), Carroll X and Facebook, WKPD Facebook, WKPD X, City of Waukesha Emergency Communications Center, Waukesha County Communications Center or Reverse 911 (in coordination with above 911 Center's), and media distribution.

Situations requiring a PioALERT will almost always require ongoing communications support. DPS will determine what level of emergency is present and use the University Emergency Response Plan (ERP).

Once the ERP is activated the process of posting information on Carroll University's homepage and preparing a crisis communications response will begin. Depending on the type of emergency, DPS and MC will work together to craft a consistent set of messages that can be efficiently distributed to update the Carroll University community, either through other PioALERTS or through the Carroll homepage ([www.carrollu.edu](http://www.carrollu.edu)) or other notification systems.

Parents and the larger community can receive information pertaining to an emergency situation at the university through the following systems: Carroll University homepage ([www.carrollu.edu](http://www.carrollu.edu)), CU X feed (@carrollu), Carroll Facebook page, WKPD Facebook page, WKPD X feed (@waukeshapd) and media distribution.

### **Crime Warnings**

Carroll University issues Crime Warnings to warn the campus community about certain crimes that present a continuing threat to the campus community and to aid in the prevention of similar crimes. Known in the Clery Act as a "timely warning," the intent of a Crime Warning is to warn of a criminal incident so that people will be enabled to protect themselves. The Clery Act requires Carroll University to distribute Crime Warnings regarding certain crimes that occur within Carroll's geography and represent a serious or continuing threat to the safety of students, faculty, and staff.

CUTAT has the authority to develop the content of a Crime Warning and authorize distribution using the guidelines listed below. CUTAT will consider the type of offense, location, nature of any threat and whether there is a continuing threat to the community or a continuing crime pattern in determining the appropriateness of a Crime Warning. Some information may be withheld if there is a risk of compromising law enforcement efforts to investigate and/or solve the crime. If the victim of the crime is a person, that person will not be identified by name in a Crime Warning. Crime Warnings are issued as soon as the pertinent information is available to Carroll University.

Crime categories will be assessed on a case-by-case basis and Crime Warnings will be distributed as deemed necessary. Cases of Aggravated Assault involving known parties, such as two roommates fighting which results in an aggravated injury, will be evaluated on a case-by-case basis to determine if the individual is believed to be an ongoing threat to the larger Carroll community. Cases of sexual assault will be considered on a case-by-case basis to determine whether there is an ongoing threat to the larger Carroll community, depending on the facts of the case, when and where the incident occurred, when it was reported, and the amount information known by Carroll.

The following factors will be considered when determining whether to issue a crime warning:

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

When Carroll becomes aware of a situation that meets the criteria for a Crime Warning, the CUTAT and DPS develops the content of the Crime Warning, has the authority to authorize the distribution and distributes the Crime Warning to the community. In the event a Crime Warning is needed, consideration will be given to the most appropriate means to be used to disseminate the information to the Carroll community. The primary form of distribution is through a mass email message to the entire university community. This email is sent by DPS or MC, and the distribution includes but is not limited to, Carroll's Public Information Officer. Other forms of communication may be utilized, such as CU Facebook and CU X. In addition, Crime Warning notices may also be shared by postings on carrollu.edu, the CU homepage, press releases, postings/notices at appropriate locations, or the use of CU electronic signboards.

Other CSAs learning of an incident in which a Crime Warning might be appropriate will share the information with the CUTAT or DPS to determine whether the incident meets the criteria for a Crime Warning.

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

- The date and time or timeframe of the incident
- A brief description of the incident
- Information that will promote safety and potentially aid in the prevention of similar crimes (crime prevention or safety tips)
- Suspect description(s) when deemed appropriate and if there is sufficient detail
- Police agencies contact information
- Other information as deemed appropriate

Carroll University does not issue a crime warning notice for the above listed crimes if:

- The CUTAT and DPS determines there is no serious or continuing threat to the safety of Carroll students, faculty and staff;
- A subject is apprehended and the threat of imminent danger to members of the Carroll community have been mitigated by the apprehension; or
- A report was not filed with DPS or WKPD was not notified of the crime in a manner that would allow the department to post a "timely" warning for the community (e.g., a report that was filed

more than 7 days after the date of the alleged incident may not allow CU to post a “timely” warning to the community). This type of situation will be evaluated on a case-by-case basis.

Carroll will generally not issue crime warnings for crimes occurring beyond the immediate Clery designated geographical area. The same procedures for determining whether to issue a Clery geography Crime Warning are used for determining whether to issue a non-Clery geography Crime Warning and will be evaluated on a case-by-case basis.

### **Student and Employee Registration for PioALERTS and Crime Warnings**

Students and Employees are automatically enrolled into the Carroll University PioALERT system.

Once this is completed, PioALERTS will be able to be sent automatically.

Everyone with a Carroll affiliated e-mail address receives PioALERTS and Crime Warnings and cannot opt-out or unsubscribe. The crime-alert e-mail database is updated daily with the most current list of e-mail addresses.

### **PioALERTS and Crime Warning System Testing**

The Carroll University Emergency Planning Team tests the Crime Warning systems on an annual basis. The Department of Public Safety staff does internal monthly testing of the PioALERT system to ensure it is functioning properly.

## *Missing Student Notification Procedures*

In compliance with the “Higher Education Opportunity Act, P.L. 110-315, sec. 488, 122 Stat.3301 (2008)” Missing Student Notification Policy and Procedures, it is the policy of the DPS to actively investigate any report of a missing resident who is enrolled at Carroll University and residing in on-campus housing. Each resident is notified of the Missing Student Notification Policy and Procedures via the Student Handbook.

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

Each resident, on or before checking into their assigned room, is required to identify the name and contact number of the individual(s) who are a primary contact to be notified in case of an emergency or if the resident is reported missing. If the resident is under the age of 18 or is not emancipated, the University is required to have the primary emergency contact be a custodial parent or guardian.

If a member of the University community has reason to believe that a student is missing, the DPS should immediately be notified. Upon receiving notification, the DPS, through the Vice President of Student Life, will make reasonable efforts to locate the student to determine their state of health and well-being. These efforts may include, but are not limited to, checking the resident’s room, class schedule, friend, ID card access, locating the resident’s vehicle, and/or calling their reported cell phone number. As part of the investigation, the University reserves the right to contact the individual(s) whom the student has identified as their emergency contact person(s) to help determine the whereabouts of the resident.

If, upon investigation by the DPS and concurred by the Vice President of Student Life, the resident has been determined to be missing for at least 24 hours, the following will occur:

- A University representative will contact the resident’s designated emergency contact.
- The DPS will contact the WKPD to request a missing person report initiating a police investigation.
- The investigation will continue in collaboration with law enforcement officers as appropriate.

## *Safety and Security on Campus*

### **Access to and Security of University Buildings**

General access to and security of the facilities at Carroll University is the responsibility of the Department of Public Safety.

#### **Academic and Administrative Buildings**

The academic and administrative buildings are open to the public during normal business hours. Most facilities have individual hours, and the hours may vary at different times of the year. Academic and administrative buildings do not have a PS officer assigned to them; however, PS officers patrol the academic and administrative buildings on a regular basis. For information about the access protocol for a specific building contact DPS at 262.524.7300.

#### **University Residential Facilities**

All university residential facilities are locked 24 hours a day. Keys and/or Carroll University ID cards are issued for access to a resident's specific residential facility and living unit. Authorized access to residence halls is restricted to residents and appropriate staff at Carroll University. Residents and staff gain entry by swiping their ID cards in the card access readers. Through signage, community e-mails, and other forms of communication, all residents and staff are cautioned against permitting strangers to enter the buildings. Most residence hall entry and exit doors are monitored by security cameras at DPS dispatch.

Guests of residents are welcome in residential facilities. All overnight guests must be registered with DPS. Residents are required by university policy to escort their guests at all times.

The duplication of keys as well as key misuse is strictly prohibited as outlined in the Residence Life and Housing policies in the Student Handbook. Students found in violation will be documented and referred to the Office of Student Conduct.

Safety and security measures are addressed by the Office of Residence Life and Housing through nightly duty rounds, floor and hall meetings, signage, and programming initiatives.

#### **Athletic Facilities**

Athletic facilities are typically unlocked during regular business hours during the week. After-hours access is controlled using Carroll University Photo ID Cards, security cameras, and physical security measures. Access keypads and similar associated controls are also used to secure athletic facilities.

#### **Restricted Access Facilities**

Some laboratories have additional specialized security and access is restricted to only authorized personnel.

### **Security and Maintenance of Campus Facilities**

Security is provided in the maintenance of Carroll University Facilities through several mechanisms, including limitations on hours of operation, policies on keys, the provision of adequate lighting, and making available outside "Blue Light" assistance telephone call boxes that are connected directly to Carroll University DPS for assistance. Specific security mechanisms may vary with the

type of university facility. Employees and students can report problems to Facilities. Facilities handle reports of burned-out lights while landscaping impacts on public safety are addressed during the design phase. DPS responds to building alarms, and regularly patrols all university buildings and grounds.

### **Blue Light Assistance Phones**

Blue Light Assistance Phones are located at various areas on campus (map on next page). They are located at:

- Carroll Street Apartments (East Side)
- Center for Graduate Studies (East Side)
- Center for Graduate Studies (West Side)
- College Avenue Apartments (North Side)
- Education Hall (West Side)
- Frontier Hall (East Side)
- Frontier Hall (North Side)
- Ganfield Gymnasium (Northeast Side)
- Haertel Field (South Side)
- Hartwell Apartments B (Northeast Side)
- Hartwell Apartments C (Northwest Side)
- Hastad Hall (Northeast Side)
- Jaharis Science Laboratory (East Side)
- Jaharis Science Laboratory (West Side)
- Kilgour Hall (South Side)
- Otteson Theater (Lot 9 – East Side)
- Otteson Theater (Lot 9 – West Side)
- North Bergstrom Hall (Southeast Side)
- Pioneer Hall (North Side)
- Pioneer Hall (West Side)
- Pioneer Hall/Frontier Hall (West Side)
- Prairie Hall (North Side)
- Prairie Hal (South Side)
- South Bergstrom Hall (South Side)
- Steele Hall (East Side)
- Swarthout Hall (North Side)
- VanMale Fieldhouse (Northeast Side)





**Parking Map**  
2024-25

Carroll University  
Department of Public Safety  
262.524.7300  
carrollu.edu/public-safety

- **Restricted designated parking only.**  
Lot 23
- **Commuter permit only. Open parking on weekends. No parking 2-6 a.m. everyday.**  
Lot 11 | Lot 17 | Lot 24 (partial)
- **Restricted to authorized permitted resident vehicles.**  
Lot 1 | Lot 2 | Lot 4 | Lot 5N (partial) | Lot 13 | Lot 14 | Lot 15 | Lot 16 | Garages
- **Faculty/staff and retail permit between 6 a.m.-4 p.m. Open parking evenings and weekends. No parking 2-6 a.m. everyday.**  
Lot 3 (partial) | Lot SE | Lot 7 | Lot 8 | Lot 18 | Lot 24 (partial)
- **Guest and Commuter parking daytime and evenings. No resident parking. No parking 2-6a.m. everyday.**  
Lot 3
- **Open parking daytime and evening. Overflow and commuter permits allowed. No resident lot permits. Overnight by permit only.**  
Lot 5N (partial) | Lot 9 | Lot 10 | Lot 12 | Lot 19 (no overnight) | Lot 25
- **Visitor parking for vehicles with valid "Voorhees Lot" pass. Open parking on weekends. No parking 2-6 a.m. everyday.**  
Lot 6
- **Open parking daytime and evenings. No parking 2-6 a.m. everyday.**  
Lot 20 | Lot 21 | Lot 22



PS0103

## *Department of Public Safety*

### **Public Safety Personnel**

The university employs uniformed Public Safety Officers (PSO) and student aides. PSOs are trained in basic and advanced safety and security related subjects, first aid, CPR and the use of AEDs. The PSOs are unarmed and have no police arrest powers. Student aides working for the DPS wear identifiable clothing and provide office and other support functions such as aiding in the Safewalk program or pedestrian safety. The DPS also provides rides via a shuttle van and patrol vehicles both on campus and in the immediate areas of campus. The DPS patrols the campus on foot, in patrol vehicles, and on bicycles. DPS cooperates with local police and other state and federal authorities in the exercise of their responsibilities. In addition, the DPS offers security services with the primary responsibility of ensuring the security of campus properties. This is done with security consultations, patrols, and other services.

DPS maintains a strong working relationship with the WKPD and other surrounding law enforcement agencies. Staff participate in local and statewide meetings to share information and resources, as deemed necessary. The DPS does not have a memorandum of understanding with the WKPD or any other law enforcement agency regarding the investigation of criminal incidents. DPS's primary jurisdiction and patrol jurisdiction is Carroll University. WKPD has primary jurisdiction over the City of Waukesha, and concurrent jurisdiction on Carroll University's campus.

Carroll University is represented on university, city, and county committees that address sexual assault, domestic and dating violence, stalking, traffic and pedestrian safety, bike, community crime watch, emergency management, alcohol and other drug abuse prevention, and threat assessment, which addresses campus safety concerns and behavioral interventions. The DPS encourages accurate and prompt reporting of all crimes to DPS or other appropriate police agencies when the victim of the crime elects to do so.

## *Security Awareness and Crime Prevention Programs*

### **Emergency Response Protocol Presentations**

During these presentations, students are presented with information regarding campus emergency procedures, the location of "Blue Light" assistance phones, reporting suspicious or criminal activity, and crime prevention tips. Information is given to students about basic emergency responses.

This program is geared and presented specifically to students.

### **Residential Floor Meetings**

At the start of each academic semester residential students attend floor meetings, where information is presented related to the topics of building and room security, standard response protocol and emergency procedures. Residence Life and Housing staff specially address safety measures, resources provided by PS including shuttle and SafeWalk, and Blue Light Assistance Phone locations. Finally, staff educates students as it relates to the Student Code of Conduct including information regarding reporting options, and the Title IX/Sexual Misconduct Policy.

This presentation is for all residential students, and attendance is mandatory. Those students who do not attend are asked to meet with a professional staff member to review the information provided.

## *Alcohol and Illegal Substances Policies and Programs*

### **Alcohol and Drug Policy**

The following information is provided in response to the Drug-Free Schools and Communities Act Amendments of 1989 (Public Law 101-226), which require that the university show that it has adopted and implemented a program to prevent the illicit use of drugs and the abuse of alcohol by students and employees; sanctions for violations of federal, state, and local laws and University policy, a description of health risks associated with alcohol and other drug use; and a description of available treatment programs for students and employees. The University must certify that it is in compliance with this law in order to receive any federal funds. The law requires, in part, the annual distribution of the following descriptive statements to each University student and employee. There is no distinction between full-time and part-time or permanent and temporary students and employees.

The unlawful possession, use, consumption or distribution of drugs and/or alcohol by students or employees on University property or as a part of any University activity is prohibited. Violators will be prosecuted in accordance with applicable laws and ordinances and will be subject as well to disciplinary actions by the University, in conformance with all University policies, guidelines, and procedures, including, without limitation, all applicable sections of the Student Handbook and Code of Student Conduct [https://www.carrollu.edu/policies/files/cu\\_student-handbook-2022-2023.pdf](https://www.carrollu.edu/policies/files/cu_student-handbook-2022-2023.pdf) and Alcohol Abuse and Drug-Free Workplace Policy <https://www.carrollu.edu/policies/alcohol-abuse-and-drug-free-workplace>. Sanctions for violations may include suspension and/or termination/dismissal, as well as compulsory attendance at drug/alcohol education programs or other appropriate disciplinary measures. Waukesha Police Department is responsible for the enforcement of state underage drinking laws and the enforcement of Federal and State drug laws on Carroll's Campus.

### **Alcohol Guidelines and Sanctions**

As a learning community, Carroll University strives to provide an educational environment that actively promotes the intellectual, emotional, spiritual, and physical development of all its members. Such an environment affirms both the rights of the individuals and the needs of the larger community to which they belong. Therefore, Carroll University policies regarding the use/misuse of illegal, controlled, or banned substances by students and student groups are derived from the following general premises:

- The University expects people to take responsibility for their actions and for the environment of which they are a part.
- The University will discourage the use/misuse of illegal, controlled, or banned substances by any member of its community through educational awareness programs and appropriate regulations.
- The University will offer assistance to any member having problems related to illegal, controlled, or banned substances through counseling services or community resources.
- The University encourages students to seek help who are concerned about their own or another individual's illegal, controlled, or banned substances use/misuse.

### **Sanctions**

Carroll University recognizes that one of its most important obligations to its employees and students is to establish a drug-free workplace program that balances our respect for individuals with the need to maintain an alcohol and drug-free environment. The University will sanction those who choose to abuse alcohol and other drugs or otherwise create an unsafe and disruptive situation. Federal, state and local law regarding the sale and use of alcohol and other drugs apply to all members of the Carroll community. The

university will comply with those laws in full and may refer students or employees to law enforcement personnel for prosecution. University regulations also govern the behavior of students and employees and prohibit the unlawful manufacture, distribution, possession and/or use of a controlled substance, the abuse of alcohol, and false instruments of identification at the university.

### **University Sanctions**

Opportunities and referrals for counseling are available for all students and employees who have violated university policy and applicable laws regarding the use of alcohol or other drugs or for those who are identified as being at risk.

#### *Students*

Underage possession and/or consumption, procurement and/or distribution of alcohol and other illegal and controlled substances is prohibited and subject to disciplinary action. Furthermore, Carroll University will impose educational sanctions for students found responsible by an Administrative Hearing Officer. Descriptions of sanctions that may be imposed by the University may be found in the [Student Handbook](https://www.carrollu.edu/policies/student-handbook) (<https://www.carrollu.edu/policies/student-handbook>). The University reserves the right to utilize discretion on imposed sanctions based on severity, impact to community and repeat offenses. Sanctions may include: written warning, fines, mandatory follow up meetings with a designated University official, educational online module, reflective paper/questionnaire, Alcohol and Other Drug Assessment, Parental Contact, Housing Probation, or Disciplinary Probation.

*Students found responsible for illegal distribution of illegal and controlled substances will be reviewed by a disciplinary board and may be subject to University Suspension or Removal.*

#### *Employees*

Generally, the University employs progressive disciplinary action, which may include suspension or termination regardless of classification of employees, depending upon the severity and/or frequency of the violation. Corrective actions will be progressive and applied equally to all employees, with the exception of those employees whose actions necessitate immediate and decisive disciplinary measures including suspension or discharge. The University may act regardless of the outcome of any civil or criminal charges. Any employee who is convicted of a criminal drug violation or alcohol statute for conduct in the workplace, must report the conviction to the Human Resources Department in writing no later than five calendar days after the conviction.

### **Laws and Legal Sanctions**

The following is a description of some of the applicable legal sanctions under federal, state, and local laws for the unlawful possession, use, or distribution of illicit drugs, including alcohol. This list is not intended to be an exhaustive list of all offenses involving drugs and alcohol, and this material should not be relied upon as legal advice or guidance regarding these offenses.

#### **Federal Law and Sanctions**

Federal law prohibits the trafficking and illegal possession of controlled substances as outlined in 21 United States Code, Sections 841 and 844. Depending on the amount possessed, first offense maximum penalties for trafficking marijuana range from five years' imprisonment with a \$250,000 fine to imprisonment for life with a \$10 million fine for an individual, and from five years imprisonment with a \$1 million fine to imprisonment for life with a \$50 million fine if not an individual. Also depending on the amount possessed, first offense maximum penalties for trafficking Class I and Class II controlled

substances (methamphetamine, heroin, cocaine, cocaine base, PCP, LSD, fentanyl analogue) range from five years' imprisonment with a \$5 million fine to imprisonment for life with a \$10 million fine for an individual, and from five years' imprisonment with a \$25 million fine to imprisonment for life with a \$50 million fine if not an individual. First offense penalties for simple possession, 21 USC §844, range from at most one years' imprisonment or at least a \$1,000, fine or both; to at most 20 years' imprisonment and a fine of at least a \$1,000. For the most current and complete information regarding federal penalties for drug trafficking, please visit the U.S. Drug Enforcement Administration's publication Drugs of Abuse [https://www.dea.gov/sites/default/files/2020-04/Drugs%20of%20Abuse%202020-Web%20Version-508%20compliant-4-24-20\\_0.pdf](https://www.dea.gov/sites/default/files/2020-04/Drugs%20of%20Abuse%202020-Web%20Version-508%20compliant-4-24-20_0.pdf).

### **State Law and Sanctions**

Carroll University will report all suspected violations of local, state or federal law to the appropriate civil authorities.

#### *Illicit drugs*

Wisconsin law, including the Uniform Controlled Substances Act (Wisconsin Statute § 961 et seq.) prohibits the possession, use and/or delivery of drugs. Violations of the law carry severe penalties, up to 45 years in prison, and fines of up to \$1 million. Penalties vary according to the amount of drugs confiscated, the type of drugs found, previous offenses, and evidence of intent to manufacture, sell or use the drug. Sentences can be doubled if aggravating circumstances are proven, such as selling a controlled substance to a minor.

Certain drug-related offenses also carry federal penalties. Mandatory sentences are specified in federal law for anyone convicted of drug possession, use and trafficking. The courts can sentence a person to federal prison for up to six years for unlawful possession of a controlled substance, including the distribution of a small amount (less than 250 grams, which is about 8.8 ounces) of marijuana. Conviction for possession of a controlled substance in an instance involving death or bodily injury can carry a sentence of life imprisonment.

#### *Alcohol*

It is against the law to sell, dispense or give away alcohol to anyone younger than 21, the legal age in Wisconsin, who is not accompanied by a parent, legal guardian, or spouse. Those who are at least 21 years old are responsible by law for preventing the illegal consumption of alcohol on their premises. A first-time violation of this statute can result in a \$500 fine. It is against the law for a person younger than 21 to attempt to buy an alcoholic beverage, falsely represent their age, or enter a bar or tavern unless accompanied by a parent, legal guardian or spouse. Sanctions for first-time violations can include any or all of the following: a \$500 fine, mandatory participation in a supervised work program, suspension or revocation of the offender's driver's license. Penalties for serving or providing alcohol to minors include fines of up to \$10,000, imprisonment for up to nine months or both. A retailer's license to sell alcohol may be suspended or revoked. (For reference, see Chapter 125 of the Wisconsin Statutes.)

### **Substance Abuse Education Programs**

Carroll University encourages education as the first step in assisting students to take responsibility for their behavior and to understand the consequences of current and future behavior as it relates to drug and alcohol use.

Carroll University requires all first-year students to participate in Alcoholwise, an online educational program via 3<sup>rd</sup> Millennium Classrooms, prior to coming to campus. Alcoholwise educates students about

alcohol use, abuse and protective factors to minimize high-risk alcohol behaviors. Additionally, students enter information regarding their current alcohol use habits. The module creates individualized prevention/safety plans for each student based on their responses. It provides an overview of campus policies and community expectations pertaining to alcohol and illegal/controlled substances. Additionally, all incoming students must complete Cannabiswise, a module that educates students about Wisconsin laws pertaining to marijuana and other controlled substances.

### **Additional Programs Include**

**Under the Influence** (*Office of Student Conduct*) is a course for students who have violated the alcohol misuse policy. The online course includes information on effects on health, drinking and driving, Wisconsin state laws, and alcohol/prescription interaction. This program provides students with a personal alcohol profile and summarizes personal alcohol related issues comparing them to social norms and provides students with non-alcohol related strategies.

**Alcohol and Other Drugs (AODA)** (*Office of Student Conduct*) is a counseling session series with a personal counselor to discuss current use of alcohol and/or substances. The counselor and student work together to create a safety plan.

### **In-Person Presentations & Programs:**

- **September 1, 2023:** Community Expectations, *Office of Student Conduct*
  - All incoming first year students participated in a 30-minute overview of campus policies and expectations pertaining to alcohol and illegal/controlled substances.
- **September 3, 2023:** Orange Zone Bystander Intervention Program, *Office of Student Conduct & Violence Prevention*
  - All incoming first year students participated in a 1-hour interactive session pertaining to active bystander decision making. Scenarios included incapacitation, sexual assault in partnership with alcohol and a friend that is consuming too frequently and is seeing their grades decline as a result.
- **September 5, 2023:** Hypnotic Intoxication, *Student Orientation*
  - One of the culminating events to the Six-Week Challenge for first year student Orientation, Hypnotic Intoxication is a contracted presenter and professional hypnotist that communicates the dangers and risk factors associated with unsafe alcohol consumption. Students participate in a series of skits that resemble scenarios and audience members are able to be active witnesses as well as participants in identifying the present issues.
- **September 13, 2023:** KNOW THE CODE: Delta 8/Delta 9/THC, *Office of Student Conduct & Social Responsibility*
  - Students stopped by a table in the Campus Center and participated in quizzes focusing on the differences between Delta 8/Delta 9 and THC substances and learned about local policy, law and physical effects.
- **October 1-31, 2023:** Sober in October, *Department of Residence Life and Housing*
  - Each Resident Assistant coordinated an event during the month of October that focused either on Alcohol Education and/or an Alcohol Alternative event.
- **November 20, 2023:** Maximize Your Buzz: *Student Activities and Office of Student Conduct & Social Responsibility*

- Student Organizations, Fraternities and Sororities as well as any member of the Carroll community participated in a session hosted by Collegiate Empowerment that addressed risk factors, incapacitation, active bystandership and how to manage rate of consumption within social settings.

### **Counseling, Treatment, and Rehabilitation Services - Students**

Carroll University encourages education as the first step in assisting students to take responsibility for their behavior and to understand the consequences of current and future behavior as it relates to drug and alcohol use.

**Alcohol and Other Drugs Assessment (AODA)** is a counseling session series with a personal counselor to discuss current use of alcohol and/or substances. The counselor and student work together to create a safety plan and/or rehabilitation plan.

**AA Meetings Near Campus** AA Meetings for Waukesha are held locally. Find more information here at <https://alcoholicsanonymous.com/aa-meetings/wisconsin/waukesha/> A Smart Recovery group also meets virtually. For meeting dates and times, please see the Smart Recovery site [https://meetings.smartrecovery.org/meetings/?reset\\_search=true](https://meetings.smartrecovery.org/meetings/?reset_search=true)

**National Suicide Prevention Lifeline (9-8-8)** The National Suicide Prevention Lifeline allows people to call, text, or chat 988. They will be connected to trained counselors that are part of the existing Lifeline network. These trained counselors will listen, understand how their problems are affecting them, provide support, and connect them to resources if necessary.

### **Counseling, Treatment, and Rehabilitation Services - Employees**

**National Suicide Prevention Lifeline (9-8-8)** The National Suicide Prevention Lifeline allows people to call, text, or chat 988. They will be connected to trained counselors that are part of the existing Lifeline network. These trained counselors will listen, understand how their problems are affecting them, provide support, and connect them to resources if necessary.

**Employee Assistance Programs** All full-time eligible employees (faculty and staff), spouse/partner, all household members, dependents in and away from home, and parents/parents-in-law. An Employee Assistance Program (EAP) is a program that offers free and confidential assessments, short-term counseling, referrals, and follow-up services to employees and their families who have personal and/or work-related concerns.

### **Current Assessments of Possible Health Risks**

The use of illicit drugs and alcohol may result in serious health consequences, including long-term organ damage and death. This listing of the possible health risks associated with drug and alcohol use and abuse is derived from the 2020 edition of Drugs of Abuse [https://www.dea.gov/sites/default/files/2020-04/Drugs%20of%20Abuse%202020-Web%20Version-508%20compliant-4-24-20\\_0.pdf](https://www.dea.gov/sites/default/files/2020-04/Drugs%20of%20Abuse%202020-Web%20Version-508%20compliant-4-24-20_0.pdf) published by the Department of Justice, and several publications made available by the National Institute on Drug Abuse <https://www.drugabuse.gov/> and the National Institute on Alcohol Abuse and Alcoholism <https://www.niaaa.nih.gov/>

## Alcohol

Alcohol enters a person's bloodstream as soon as one takes his or her first sip. Alcohol's immediate effects can appear within about 10 minutes. As a person drinks, his or her blood alcohol concentration (BAC) level increases, which is the amount of alcohol present in that person's bloodstream. The higher one's BAC, the more impaired he or she becomes by alcohol's effects. The short-term and long-term health effects of alcohol use and abuse may include:

- Alcohol intoxication, which can lead to various deleterious health effects, including a decreased ability to analyze sensory information resulting in disturbed balance, slurred speech, blurred vision, and dulled sensation of pain; dehydration; disrupted judgment; gastritis; impaired brain, judgment, and motor skills; and increased chance of death, accidents, and injuries, fall, sexual victimization, and suicide.
- Alcohol withdrawal syndrome
- Alcohol poisoning
- Stroke
- Cancer
- Cirrhosis
- Cardiomyopathy
- High blood pressure
- Nerve damage
- Anemia
- Depression
- Gout
- STDs from unprotected sex
- Thiamine deficiency
- Gastrointestinal disorders
- Permanent liver and brain damage
- Pancreatitis
- Birth defects (e.g. fetal alcohol spectrum disorders, miscarriage, stillbirth, etc.)

### *Blood Alcohol Concentration (BAC) Information*

Blood Alcohol Concentration (BAC) refers to the percent of alcohol (ethyl alcohol or ethanol) in a person's blood stream. Many factors may impact an individual's BAC, including number of consumed drinks, body weight, medication, food consumption, time elapsed between drinks and more.

<b>BAC</b>	<b>Impact on Individual</b>
.01 - .03	No apparent effects. Slight mood elevation.
.04 - .06	Feeling of relaxation. Sensation of warmth. Minor impairment of reasoning and memory.
.07 - .09	Mild impairment of balance, speech, vision, and control. In Wisconsin it is illegal to operate a motor vehicle with a BAC above .08.
.10 - .12	Significant impairment of motor coordination and loss of judgment. Speech may be slurred.
.13 - .15	Gross impairment of motor control. Blurred vision and major loss of balance. Onset of dysphoria (anxiety/restlessness).
.16 - .20	Dysphoria predominates. Nausea may appear.



.25 - .30	Severe intoxication. Needs assistance walking. Mental confusion. Dysphoria with nausea and some vomiting.
.35 - .40	Loss of consciousness. Brink of coma.
.40 +	Onset of coma. Likelihood of death due to respiratory failure.

[https://vaden.stanford.edu/super/education/alcohol-drug-info/reduce-your-risk/what-blood-alcohol-concentration-bac#:~:text=Blood%20Alcohol%20Concentration%20\(BAC\)%20refers,for%20every%201000%20parts%20blood.](https://vaden.stanford.edu/super/education/alcohol-drug-info/reduce-your-risk/what-blood-alcohol-concentration-bac#:~:text=Blood%20Alcohol%20Concentration%20(BAC)%20refers,for%20every%201000%20parts%20blood.)

### Amphetamines

- Short-term Health Effects: Increased wakefulness and physical activity; decreased appetite; increased breathing, heart rate, blood pressure, temperature; irregular heartbeat.
- Long-term Health Effects: Anxiety, confusion, insomnia, mood problems, violent behavior, paranoia, hallucinations, delusions, weight loss, severe dental problems, intense itching leading to skin sores from scratching.
- In Combination with Alcohol: The drug can mask the depressant effect of alcohol, increasing risk of alcohol overdose; may increase blood pressure.
- Withdrawal Symptoms: Depression, anxiety, and tiredness.
- Other Issues: The drug is extremely addictive and can cause physical and psychological dependence. If pregnant, can cause premature delivery; separation of the placenta from the uterus; low birth weight; lethargy; heart and brain problems.

### Anabolic Steroids

- Short-term Health Effects: Acne, fluid retention (especially in the hands and feet), oily skin, yellowing of the skin, infection.
- Long-term Health Effects: Kidney damage or failure; liver damage; high blood pressure, enlarged heart, or changes in cholesterol leading to increased risk of stroke or heart attack, even in young people; aggression; extreme mood swings; anger; extreme irritability; delusions; impaired judgment.
- In Combination with Alcohol: Increased risk of violent behavior.
- Withdrawal Symptoms: Mood swings; tiredness; restlessness; loss of appetite; insomnia; lowered sex drive; depression (sometime leading to suicide attempts).
- Other: In males, shrunken testicles, lowered sperm count, infertility, baldness, development of breasts. In females, facial hair, male-pattern baldness, enlargement of the clitoris, deepened voice. In adolescents, stunted growth.

### Cannabinoids (Marijuana, Hashish)

- Short-term Health Effects: Enhanced sensory perception and euphoria followed by drowsiness/relaxation; slowed reaction time; problems with balance and coordination; increased heart rate and appetite; problems with learning and memory; anxiety.
- Long-term Health Effects: Mental health problems, chronic cough, frequent respiratory infections, and damage to lung tissue.
- In Combination with Alcohol: May cause increased heart rate and blood pressure; further slowing of mental processing and reaction time.

- Withdrawal Symptoms: Irritability, trouble sleeping, decreased appetite, and anxiety.
- Other: If pregnant, can cause babies to be born with problems with attention, memory, and problem solving.

### Central Nervous System Depressants

(e.g. Tranquilizers, Barbiturates, Benzodiazepines, Prescription Sleep Medications, etc.)

- Short-term Health Effects: Drowsiness, slurred speech, poor concentration, confusion, dizziness, problems with movement and memory, poor judgment, depression, lowered blood pressure, slowed breathing, nausea, seizures, coma, death.
- Long-term Health Effects: Unknown.
- In Combination with Alcohol: The combination can slow heart rate and breathing, which can lead to death.
- Withdrawal Symptoms: Withdrawal can cause a serious abstinence syndrome that may even include seizures, coma, and death.
- Other Issues: Tolerance, physical, and psychological dependence may develop. These types of drugs are sometimes used as a date rape drug.

### Cocaine

- Short-term Health Effects: Narrowed blood vessels; enlarged pupils; increased body temperature, heart rate, and blood pressure; headache; abdominal pain and nausea; euphoria; increased energy, alertness; insomnia, restlessness; anxiety; erratic and violent behavior, panic attacks, paranoia, psychosis; heart rhythm problems, heart attack; stroke, seizure, coma.
- Long-term Health Effects: Loss of sense of smell, nosebleeds, nasal damage and trouble swallowing from snorting; infection and death of bowel tissue from decreased blood flow; poor nutrition and weight loss; death.
- In Combination with Alcohol: Creates a greater risk of cardiac toxicity than from either drug alone.
- Withdrawal Symptoms: Depression, tiredness, increased appetite, insomnia, vivid unpleasant dreams, slowed thinking and movement, and restlessness.
- Other: Is highly addictive that can cause physical and psychological dependence. If pregnant, can cause premature delivery, low birth weight, deficits in self-regulation and attention in school-aged children prenatally exposed. The effects of using the drug are unpredictable - convulsions, coma, and death are possible.

### Dextromethorphan

(Robitussin DM and Over-the-Counter Cough Medicine)

- Short-term Health Effects: Euphoria; slurred speech; increased heart rate and blood pressure; dizziness; nausea; vomiting.
- Other: Breathing problems, seizures, and increased heart rate may occur from ingredients in cough/cold medicines.

### Hallucinogens

(e.g. LSD (Acid), Psilocybin, Mescaline, etc.)

- Short-term Health Risks: Hallucinations, altered perception of time; inability to tell fantasy from reality; panic; muscle relaxation or weakness; problems with movement; enlarged pupils; nausea; vomiting; drowsiness; rapid emotional swings; raised blood pressure, heart rate, and body temperature; dizziness; loss of appetite; and tremors. In the case of psilocybin, risk of poisoning if a poisonous mushroom is accidentally ingested.

- Long-term Health Risks: Risk of flashbacks; memory problems; ongoing visual disturbances; disorganized thinking; paranoia; mood swings; birth defects.
- In Combination with Alcohol: May decrease the perceived effects of alcohol.

### **Inhalants**

(e.g. Solvents, Aerosols, Gases, etc.)

- Short-term Health Risks: Confusion; nausea; slurred speech; lack of coordination; euphoria; dizziness; drowsiness; disinhibition, lightheadedness, hallucinations/delusions; headaches; sudden sniffing death due to heart failure (from butane, propane, and other chemicals in aerosols); death from asphyxiation, suffocation, convulsions or seizures, coma, or choking; enlarged blood vessels; increased heart rate; dizziness; headache.
- Long-term Health Risks: Liver and kidney damage; bone marrow damage; limb spasms due to nerve damage; brain damage from lack of oxygen that can cause problems with thinking, movement, vision, and hearing; increased risk of pneumonia.
- Withdrawal Symptoms: Nausea, tremors, irritability, problems sleeping, and mood changes.
- Other: If pregnant, low birth weight; bone problems; delayed behavioral development due to brain problems; altered metabolism and body composition.

### **Ketamine**

- Short-term Health Effects: Problems with attention, learning, and memory; dreamlike states, hallucinations; sedation; confusion; loss of memory; raised blood pressure; unconsciousness; dangerously slowed breathing.
- Long-term Health Effects: Ulcers and pain in the bladder; kidney problems; stomach pain; depression; poor memory.
- Other: The drug is sometimes used as a date rape drug.

### **MDMA (Ecstasy/Molly)**

- Short-term Health Risks: Lowered inhibition that could result in a person engaging in risky behavior; enhanced sensory perception; increased heart rate and blood pressure; muscle tension; nausea; faintness; chills or sweating; sharp rise in body temperature leading to kidney failure or death.
- Long-term Health Risks: Long-lasting confusion, depression, problems with attention, memory, and sleep; increased anxiety, impulsiveness.
- In Combination with Alcohol: Alcohol can increase plasma concentrations of MDMA, which may increase the risk of neurotoxic effects.
- Withdrawal Symptoms Include: fatigue, loss of appetite, depression, trouble concentrating.

### **Nicotine and Tobacco**

- Short-term Health Effects: Increased blood pressure, breathing, and heart rate.
- Long-term Health Effects: Greatly increased risk of cancer, especially lung cancer when smoked and oral cancers when chewed; chronic bronchitis; emphysema; heart disease; leukemia; cataracts; pneumonia.
- Withdrawal Symptoms: Irritability, attention and sleep problems, depression, increased appetite.

### **Phencyclidine (PCP or Angel Dust)**

- Short-term Health Risks: Delusions, hallucinations, paranoia, problems thinking, a sense of distance from one's environment, anxiety. In low doses, causes slight increase in breathing rate; increased blood pressure and heart rate; shallow breathing; face redness and sweating; numbness of the hands or feet; problems with movement. In high doses, causes nausea; vomiting; flicking up and down of the eyes; drooling; loss of balance; dizziness; violence; seizures, coma, and death.

- Long-term Health Risks: Memory loss, problems with speech and thinking, loss of appetite, and anxiety.
- Withdrawal Symptoms: Headaches, increased appetite, sleepiness, depression.

### **Prescription Opioids**

- Short-term Health Effects: Inability to feel painful stimuli, drowsiness, nausea, constipation, euphoria, slowed breathing, death.
- Long-term Health Effects: Increased risk of overdose or addiction; coma and death.
- In Combination with Alcohol: Dangerous slowing of heart rate and breathing leading to coma or death.
- Withdrawal Symptoms: Restlessness, muscle and bone pain, insomnia, diarrhea, vomiting, cold flashes with goose bumps, leg movements.
- Other: If pregnant, increased risk of miscarriage, low birth weight, neonatal abstinence syndrome.

### **Prescription Stimulants**

(e.g. Adderall, Ritalin, etc.)

- Short-term Health Effects: Increased alertness, attention, energy; increased blood pressure and heart rate; narrowed blood vessels; increased blood sugar; opened-up breathing passages. In high doses, can lead to dangerously high body temperature and irregular heartbeat, heart disease, and seizures.
- Long-term Health Effects: Heart problems, psychosis, anger, and paranoia.
- In Combination with Alcohol: Masks the depressant action of alcohol, increasing the risk of alcohol overdose; may increase blood pressure.
- Withdrawal Symptoms: Depression, tiredness, sleep problems.

### **Synthetic Cannabinoids**

- Short-term and Long-term Health Effects: Increased heart rate; vomiting; agitation; confusion; hallucinations, anxiety, paranoia; increased blood pressure. The long-term effects are not truly known.
- Withdrawal Symptoms: Headaches, anxiety, depression, irritability.

### **Synthetic Cannabinoids (Bath Salts)**

- Short-term Health Effects: Increased heart rate and blood pressure; euphoria; increased sociability and sex drive; paranoia, agitation, and hallucinations; violent behavior; sweating; nausea, vomiting; insomnia; irritability; dizziness; depression; panic attacks; reduced motor control; cloudy thinking.
- Long-term Health Effects: Death.
- Withdrawal Symptoms: Depression and anxiety.

## *Student Disciplinary Process*

### **Conduct Process**

Carroll University strives for a conduct process that is fair to all members of the community. The conduct process detailed here is the process for non-academic violations of the Student Code of Conduct. The timeframes indicated are guidelines and may be changed depending on the circumstances of the case. If a change in the timeframe is necessary, the Office of Student Conduct will notify the appropriate student(s) and, if applicable, obtain confirmation from the student(s).

### **The University and the Law**

Carroll University is not a sanctuary from the law. Criminal and civil laws still apply. The Carroll University conduct process is not conducted in the same manner as a court of law. It is not a criminal prosecution by the government, nor does it attempt to determine liability for violations of federal, state and/or local law. Consequently, the rules of criminal and civil procedure, which apply in courts of law, do not apply to the Carroll University conduct process. Students do not have the same legal rights as criminal defendants or parties in civil litigation. Disciplinary action at the University will proceed normally, even when criminal proceedings are pending, and will not be subject to challenge on the grounds that criminal charges involving the same incident have been upheld, dismissed, or reduced.

The Fifth Amendment to the United States Constitution does not apply to Carroll conduct hearings. Therefore, students are not permitted to “Plead the Fifth”. Students may choose not to answer a question, with the understanding that the administrative/student conduct officer/board will proceed and make a decision based upon the information available. The University expects that students will be truthful while bringing forth any and all information they have regarding the incident in question.

### **Honesty Standard**

Individuals are not required to answer any questions that are asked; however, any information an individual chooses to provide must be true and correct to the best of his/her knowledge. An individual who intentionally provides false or misleading information to the hearing body will be charged with falsifying information. Additionally, a pattern of lying or fabrication will be considered by the hearing body when imposing sanctions.

### **Filing a Complaint Report**

- a. Complaint reports detail incidents involving an alleged violation of the Student Code of Conduct. These reports can be initiated by individuals or by Carroll University officials who observe or become aware of an alleged violation of the Student Code of Conduct.
- b. All complaint reports are forwarded to the Office of Student Conduct where it is determined how each specific case will be handled and what type of hearing will occur. In some circumstances, complaint reports may also be reported to an appropriate law enforcement agency.
- c. Individuals who wish to pursue conduct charges against a student must file a written complaint with either the Office of Student Conduct or the Department of Public Safety.
- d. Individuals who file complaints and/or any victims of violence are encouraged to discuss their concerns with staff members of the above-mentioned offices. Every effort is made to provide complainants and/or victims with appropriate support services. Students who knowingly file a false complaint are subject to disciplinary action.

## **Investigation**

The Office of Student Conduct will review the complaint report and interview witnesses, if necessary, to determine the most appropriate forum to resolve the complaint.

## **Notice of Hearing**

- a. The accused will be provided with written notice prior to a disciplinary hearing describing the alleged violations and information regarding the hearing body. For cases heard by the Student Conduct Board and Carroll Conduct Board, a date, time and location will be noted. For cases heard by an administrative conduct officer, a deadline to schedule a hearing will be given.
- b. Students may request a copy of the complaint report prior to their hearing. All requests must be submitted in writing to the Office of Student Conduct at least two business days prior to the scheduled conduct hearing.

## **Types of Hearings**

The Carroll University system consists of three types of hearings: Student Conduct Board Hearings, Administrative Conduct Hearings, and Carroll Conduct Board Hearings. All hearings are based on the philosophy of fairness and consistency, while emphasizing the importance of education. Students must inform the appropriate hearing officer, advisor or chair not less than two business days before the hearing if they have witnesses for their scheduled conduct hearing. Witnesses are those individuals who can provide specific personal knowledge of the facts of the incident. Character witnesses are not permitted to attend any conduct hearing.

## **Student Conduct Board Hearings**

The Student Conduct Board is a committee of current students, who are trained and advised by an Area Director and/or the Assistant Director of Student Conduct or his/her designee, who hear violations of the Student Code of Conduct. A Student Conduct Board hearing is an educational opportunity for students to address their behavior and community expectations at Carroll University.

At a Student Conduct Board hearing, a student will be given the opportunity to either accept or deny responsibility for the alleged violation and to provide reasons and material to support his/her position. The Student Conduct Board may impose sanctions but may not impose a sanction of suspension or termination from residential facilities and/or suspension or dismissal from the University. Family members, including parent(s)/guardians(s), are not permitted in Student Conduct Board Hearings.

## **Administrative Conduct Hearings**

Administrative Conduct Hearings generally are handled by the Assistant Director of Student Conduct, Area Directors, or other administrative staff appointed by the Vice President of Student Affairs. Typically, an Administrative Conduct Hearing is a one-on-one meeting with the student and the Administrative Conduct Officer, but there are times when due to the severity or sensitivity of the case two or three administrators will be asked to hear the case.

At an Administrative Conduct Hearing, a student will be given the opportunity to either accept or deny responsibility for the alleged violation and to provide reasons and material to support his/her position. The Administrative Conduct Officer may either hear the case immediately or postpone the case for a hearing at a later date. The Administrative Conduct Officer may impose sanctions but may not impose a

sanction of suspension or dismissal from the University. Family members, including parent(s)/guardians(s), are not permitted in Administrative Conduct Hearings.

### **Carroll Conduct Board Hearings**

The Carroll Conduct Board is composed of five trained members: a chair, three faculty/staff members, and one student, and may be convened in serious cases when a student has been through the conduct hearing process multiple times, has violated several policies simultaneously, or the sanction imposed may be suspension or termination from residential facilities and/or suspension or dismissal from the University. For incidents of sexual misconduct, where a formal hearing is necessary, the Carroll Conduct Board will be composed of five members: a chair and four faculty/staff members.

The Carroll Conduct Board may recommend sanctions up to and including University dismissal. The Carroll Conduct Board is chaired by the Assistant Director of Student Conduct or his/her designee.

1. *Advisors:* Students may elect to have a member of the Carroll University faculty or staff accompany them. The advisor is not entitled to address the Carroll Conduct Board or act as an advocate at the hearing. The advisor's role may be to assist the student in preparing a statement prior to the hearing, in understanding the conduct process, and in seeking answers to any questions that the student may have. Violations of these guidelines may result in the advisor being excused from the hearing.
2. *Family Members:* A family member may be present during the proceedings and provide support in the process. Family members may not communicate with Carroll Conduct Board members during the hearing. Questions may be sent to the Office of Student Conduct.
3. *Attorneys:* Attorneys may not attend the hearing, unless the attorney is a family member attending under subsection 2, above. For cases of Sexual Misconduct, please see the Sexual Misconduct Procedures section or review the [Title IX/Sexual Misconduct Policy](#).
4. *Carroll Conduct Board Hearing Procedures:* The following are guidelines for the order of events for a Carroll Conduct Board hearing. They may be modified as circumstances require. The technical rules of evidence applicable to civil and criminal cases do not apply. Carroll Conduct Board hearings shall be closed except for participants/observers identified above. For incidents involving more than one student, the hearing may be conducted as a joint hearing. All Carroll Conduct Board hearings are recorded.

These guidelines also apply to cases involving student organizations, fraternity and sorority organizations, clubs and teams. In these cases, the organization must designate a member to act as the representative during the hearing.

- a. Carroll Conduct Board Pre-Hearing Procedures
  - i. Not less than 48 hours before the hearing is scheduled to begin, the Office of Student Conduct will provide, in writing, to the complainant (if applicable) and accused, the names of the members of the Carroll Conduct Board assigned to hear the matter. If either the complainant (if applicable) or accused has a valid basis for believing that a member of the Carroll Conduct Board assigned to hear the matter is biased, the student shall put his/her reasons in writing and submit them to the Office of Student Conduct not less than one full business day prior to the hearing date. The Office of Student Conduct will determine whether to replace

- the board member in question. The fact that a board member is known to a student is not a reason for exclusion.
- ii. The complainant and the accused must provide to the Office of Student Conduct the names of their witnesses, if any, not less than 48 hours prior to the hearing.
  - iii. If at any time during the course of the hearing an individual exhibits behavior or language that is disruptive or threatening, the person shall be dismissed, and the hearing will continue without the person's presence.
  - iv. The Carroll Conduct Board members will have the student's conduct record available to them to help inform the members' decisions regarding sanctions in the case.
  - v. The complainant (if applicable), the accused, and any witnesses (if applicable) may speak from personal knowledge about the incident. Character witnesses are not permitted.
  - vi. A student may refuse to answer any question; however, the Carroll Conduct Board will decide the matter based upon the information available.
- b. Carroll Conduct Board Order of Proceedings at Hearing
- i. An electronic or other verbatim record will be made of all hearings. This record will be retained for seven years from the last incident date. In cases of suspension and/or dismissal, the electronic record shall be retained with the student's record.
  - ii. The Chair will have all parties introduce themselves, explain the purpose of the hearing, address the issues of honesty and confidentiality, and explain the role of advisors, if any are present.
  - iii. Verbal and written affirmation of an honesty statement will be completed by the accused, complainant (if applicable), and witnesses (if applicable).
  - iv. The Chair will read the alleged violations of the Student Code of Conduct brought against the accused. The accused is given the opportunity to accept or deny responsibility for each of the alleged violations.
  - v. The Chair will read aloud the complaint report.
  - vi. If applicable, the complainant filing the complaint report will have an opportunity to present his/her statement.
  - vii. The board will ask questions of the accused, complainant (if applicable) and any witnesses (if applicable).
  - viii. The complainant and accused will have an opportunity to question the other through the Chair.
  - ix. If applicable, witnesses will be brought into the room individually, to make their statement and answer questions from the board.
  - x. The complainant (if applicable) and the accused, respectively, will have the opportunity to make a final statement to the board.
  - xi. The board will deliberate in private and make a decision regarding responsibility and recommend sanctions to the Vice President of Student Affairs. If the student is found responsible, the Chair will impose any sanctions.
  - xii. The Chair or appointed designee shall be responsible for providing written notification of the decision and sanctions to the accused and complainant (if applicable) once a decision has been reached. A written decision will be sent to the accused student not more than five business days after the date of the hearing.



**Written Decision**

The accused will be provided with written notice of the decision. In cases of Sexual Misconduct, a formal decision letter will be sent to the complainant(s) and the accused.

**Conduct Standard for Decision-Making**

The term “more likely than not” is the standard of proof used in all conduct proceedings. It is equivalent to the legal standard of “preponderance of evidence.” Under this standard, a Student, Registered Club, Student Organizations, Fraternity and Sorority Organization, or Team will be found responsible for violating the Student Code of Conduct only with the information presented during the conduct process would lead a Reasonable Person to conclude that it is more likely than not that the accused Student, Registered Club, Student Organization, Fraternity and Sorority Organization or Team’s actions violated the Student Code of Conduct.

## *Sexual Assault, Domestic Violence, Dating Violence, and Stalking*

Carroll University prohibits all forms of Sexual Misconduct, including Sexual Assault, Sexual Exploitation, Dating Violence, Domestic Violence, Stalking, and Sexual or Gender-Based Harassment, and Retaliation (together “Sexual Misconduct”). These crimes will not be tolerated on campus and are a violation of Wisconsin law as well as the [Title IX/Sexual Misconduct Policy](https://www.carrollu.edu/policies/title-ix) at <https://www.carrollu.edu/policies/title-ix>. Carroll University is committed to providing a safe and non-discriminatory learning, living, and working environment for all members of the University community.

For the legal definitions of sexual assault, domestic violence, dating violence, stalking and consent in Carroll’s jurisdiction, the State of Wisconsin, please see the section in this document entitled, “State of Wisconsin Crime Statutes and Definitions.”

### **Prevention and Educational Programming**

Carroll is dedicated to educational and prevention services. Primary prevention initiatives aim to stop dating and domestic violence, sexual assault, and stalking before they occur. Education and prevention occur through the promotion of positive and healthy behaviors that foster mutually respectful relationships and sexual activity as well as encouraging safe bystander intervention. Primary prevention and ongoing educational/awareness efforts at Carroll contain information about options available to victims, procedures for institutional disciplinary action, risk reduction, and bystander intervention.

**First Year Student Orientation:** At first year student orientation new students are provided with information about sexual assault, consent, and resources available to victims. New students are provided with a 30-minute presentation about the Student Code of Conduct, on and off-campus resources, WI state statutes, and reporting options by the Office of Student Conduct. New first year students are provided with a 60-minute presentation by the Orange Zone Team that addresses bystander intervention. First year students then meet with their Orientation Mentor to discuss various scenarios and appropriate techniques for intervention.

**Transfer Orientation:** At transfer student orientation students are provided with information about sexual assault, consent, and resources available to victims. Transfer students are provided with a 30-minute presentation about the Student Code of Conduct, on and off-campus resources, WI state statutes, and reporting options by the Office of Student Conduct. Transfer students are also provided with a presentation by the No Excuses Team that address bystander intervention.

**Employees:** Carroll University is committed to creating and fostering a working and learning environment where all members of the community can thrive. To that end, we seek to provide education and resources to contribute to a community free from discrimination and violence.

In 2015, Carroll University began offering an interactive training program to educate employees about Title IX of the Education Amendments of 1972, an important federal civil rights law that prohibits discrimination in education on the basis of sex in any education program or activity that receives federal funds. The training also explains Carroll’s commitment to violence prevention and provides resources for reporting and resolving violence. The interactive training program is intended to educate employees on how to recognize sex discrimination and how to protect against sexual violence. The online training

program explains the importance of reporting sex discrimination promptly and covers the grievance procedures available and employee rights.

The interactive online training program is specific to new and continuing employees. The online training program is provided on an annual basis to continuing employees. Included in the online training program is a statement that the institution prohibits the crimes of domestic violence, dating violence, sexual assault and stalking; definitions of sexual assault, domestic violence, dating violence, stalking and consent, in reference to sexual activity, in the University's jurisdiction.

For more information, please contact the Title IX Office at [titleix@carrollu.edu](mailto:titleix@carrollu.edu) or 262.524.7372.

**Educational services offered by community-based victim service providers:** Presentations are available upon request from valued partners to the Carroll campus: The Women's Center and Waukesha Memorial Hospital's Sexual Assault Nurse Examiner (SANE) program, two local community organizations that exist to serve victims of sexual assault and domestic violence.

### **Educational Program Offerings:**

- **Healthy Relationships Week**
  - February 6: Sisters Rising Screening
    - Film screening of Sisters Rising, a film about domestic violence and sexual assault focusing on indigenous populations. Film Q&A supported by Criminal Justice faculty.
  - February 7: Communication Cards
    - Students were able to stop at a table in the campus center and learn about effective communication strategies that contribute to healthy relationships.
  - February 8: Navigating intercultural Relationships
    - A small group dialogue offered to all of campus to discuss long distance relationships as well as dynamics of dating interculturally.
  - February 9: Healthy Relationships Bingo
    - Students participated in a traditional game of bingo, while learning about healthy relationship information between rounds.
- **Revictimization:**
  - April 9
    - Dr. Jennifer Huck presented information about stories and facts regarding victim blaming, specifically on how METOO contributed to feelings of shame on social media.
- **ELEMENT Men's Group**
  - March 1-April 12
    - Each week for five weeks, a group of male athletes and leaders met to discuss various violence prevention topics, healthy relationships, mental health and consent.
- **Denim day**
  - April 25
    - Students learned how community action and response can help prevent violent attitudes and behaviors.
- **Football Prevention Discussion #1**
  - August 17

- A partnership program with the Office of Diversity, Equity and Inclusion, designed to introduce topics of bystander intervention and prevention of violence and bias related incidents.
- **Orientation Mentors Title IX Training**
  - August 16
    - Trained 40+ Orientation Mentors on Title IX policy, definitions, resources, reporting options and obligations.
- **Orientation Mentors Bystander Intervention Training**
  - August 22
    - Trained 40+ Orientation Mentors on bystander intervention and having conversations with their mentees on topics such as conflict resolution, reduction of harmful attitudes and behaviors and violence prevention.
- **Resident Assistant Title IX Training**
  - August 22
    - Trained 60+ Resident Assistants on Title IX policy, definitions, resources, how to respond to disclosures, reporting options and obligations.
- **Resident Assistant Bystander Intervention Training**
  - August 23
    - Trained 40+ Resident Assistants on bystander intervention and having conversations with their mentees on topics such as conflict resolution, reduction of harmful attitudes and behaviors and violence prevention.
- **Pioneer Bridge Pre-College Healthy Relationships Discussion**
  - August 28
    - A discussion with students in a pre-college program setting regarding healthy relationships using the YouTube video “Stalking for Love” as examples of healthy and unhealthy behavior.
- **First Year Orientation Bystander Intervention Training**
  - September 3
    - First year students learned about bystander intervention and the spectrum of violence and later put their knowledge into action as they worked through case study discussions.
- **First Year Orientation Title IX Training**
  - August 5
    - First year students learned about Carroll’s Title IX policy, definitions, resources, and reporting options.
- **Introduction Outreach of Prevention Educators**
  - September 8
    - Prevention Peer Educators held an introductory table at the Involvement Fair.
- **FRIES Consent Education**
  - October 9
    - Students learned about the FRIES Consent acronym (Freely Given, Reversible, Informed, Excited, Specific) and received French fries for participating.
- **Service & Spirit w/ Women’s Center**
  - October 10
    - Homecoming team participants packed snack packs for residents of the local Women’s Center. Representatives from the Women’s Center were present and spoke with students about services offered and how they can become involved.

- **Take Back the Night**
  - October 18
    - In partnership with The Women’s Center, the film “Alice, Darling” was screened. Students participated in a Q&A discussion around the impact of dating/relationship violence and recognizing the signals in friendship groups.
- **Hazing & Violence Prevention w/ Fraternity and Sorority Life**
  - October 20
    - Chapter members discussed commonalities between Hazing and Sexual Violence, specifically pertaining to issues of control and power. Chapter members discussed action planning and prevention plans for their specific chapters.

## Reporting and Resources

Carroll University is committed to a living, learning and working environment – one free from dating violence, domestic violence, sexual assault, sexual harassment, sex discrimination, stalking, voyeurism, and any other behavior of a sexual nature that is non-consensual, collectively referred to as sexual misconduct. The University affirms the values of mutual respect, responsibility, and dignity for all members of the community. Retaliation against reporting sexual misconduct is also prohibited.

Carroll’s Title IX/Sexual Misconduct Policy is available at:

[www.carrollu.edu/policies/title-ix](http://www.carrollu.edu/policies/title-ix)

It includes:

- A description of the programs to address sexual assault, dating violence, domestic violence, and other non-consensual behavior of a sexual nature;
- The procedures students should follow if a sex offense occurs, including procedures concerning who should be contacted, the importance of preserving evidence for the proof of a criminal offense, and to whom the conduct should be reported;
- Information on a student’s option to notify appropriate law enforcement authorities, including on-campus and local police and information about how to obtain assistance in notifying these authorities;
- How to contact on-campus and off-campus counseling, mental health and other services for victims of sex offenses;
- How to obtain changes to academic or living situations after a reported sexual offense, called “supportive measures;”
- Procedures for campus disciplinary action in cases of reported sex offense;
- Information about the reporter and respondent rights to have others present during a disciplinary proceeding and the right of both the reporter and respondent to be informed of the outcome of disciplinary proceedings; and
- The sanctions that Carroll may impose following the final determination regarding sexual misconduct. For more information, please review the [Title IX/Sexual Misconduct Policy](#).

The Title IX Office provides students and employees who experience sexual assault, domestic violence, dating violence, and/or stalking with options and services available to them on and off campus, including mental health counseling, victim advocacy, off-campus legal assistance, employee assistance and access to the criminal and campus disciplinary systems. Services are available to individuals regardless of their choice to report the incident to law enforcement, and most are available at no charge.

Reports regarding any form of Sexual Misconduct may be reported to:

**Title IX Coordinator, Alexandra Smith**  
Center for Student Life and Wellness, Room 205  
304 N. East Ave., Waukesha, WI 53186

[azsmith@carrollu.edu](mailto:azsmith@carrollu.edu)

262.524.7372

**Deputy Title IX Coordinator for Students, Dr. Elizabeth Brzeski** [ebrzeski@carrollu.edu](mailto:ebrzeski@carrollu.edu)  
Center for Student Life and Wellness, Room 204  
304 N. East Ave., Waukesha, WI 53186

262.524.7350

**Deputy Title IX Coordinator for Employees, *Amanda Stevens***    [astevens@carrollu.edu](mailto:astevens@carrollu.edu)  
Human Resources House, Room 104  
204 Charles St., Waukesha, WI 53186    262.524.7070

**Deputy Title IX Coordinator for Athletics, *Lindsay Schultz***    [lbschult@carrollu.edu](mailto:lbschult@carrollu.edu)  
Van Male Gymnasium, Room 240  
227 N. Barstow St., Waukesha, WI 53186    262.524.7319

Online Reporting Form: [www.carrollu.edu/policies/title-ix](http://www.carrollu.edu/policies/title-ix)

**Carroll University Department of Public Safety**  
262.524.7300

**Off Campus Reporting, *Waukesha Police Department***  
911 or 262.524.3831

### **Confidential Resources**

#### **For Students**

Carroll University Personal Counselors Center for Student Life and Wellness 304 N. East Ave., Waukesha WI 53186 262.524.7335

[www.carrollu.edu/student-services/counseling](http://www.carrollu.edu/student-services/counseling)

Carroll University Chaplain Richard Smart House  
119 E. College Avenue Waukesha WI 53186 262.524.7336

[www.carrollu.edu/campus-student-life/spiritual-life](http://www.carrollu.edu/campus-student-life/spiritual-life)

Carroll University Health Center - Center for Student Life and Wellness 304 N. East Ave., Waukesha WI 53186 262.524.7233

[www.carrollu.edu/student-services/health](http://www.carrollu.edu/student-services/health)

#### **For Employees**

Carroll University Chaplain Richard Smart House  
119 E. College Avenue Waukesha WI 53186 262.524.7336

[www.carrollu.edu/campus-student-life/spiritual-life](http://www.carrollu.edu/campus-student-life/spiritual-life)

Employee Assistance Program <https://www.guidanceresources.com/groWeb/login/login.xhtml>

## *Wisconsin State Statutes and Crime Information*

The Clery Act and the Violence Against Women Act mandate that Carroll University provides domestic violence, dating violence, sexual assault and stalking definitions applicable in its jurisdiction. It is important for all members of the Carroll University community to understand how these offenses are defined in law and to be aware of the penalties. Excerpted below are the definitions and penalties of sexual assault, domestic/dating violence and stalking. Also included are the definitions of consent, sexual contact, and sexual intercourse.

Wisconsin statutes delineate guidelines for the use of evidence in court. Wisconsin Statutes section 972.11 prohibits the use in court of evidence of the victim's past sexual conduct. There are three exceptions to this prohibition. The judge may allow evidence of the victim's past conduct with the assailant; evidence that could show the source or origin of semen, pregnancy or disease; or evidence of prior untruthful allegations of sexual assault made by the victim. Recent revisions in the law have allowed for further exceptions to be made at the judge's discretion. For more information on Wisconsin state law visit: <http://legis.wisconsin.gov/rsb/stats>.

### **Sexual Assault – Wis. Stat. 940.225**

#### **First Degree Sexual Assault**

Whoever does any of the following is guilty of a Class B felony. A person who commits a Class B felony can be imprisoned for up to 60 years:

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

#### **Second Degree Sexual Assault**

Whoever does any of the following is guilty of a Class C felony. The penalty a Class C felony is a fine of up to \$100,000 and/or imprisonment for up to 40 years:

- Has sexual contact or sexual intercourse with another person without consent of that person by use or threat of force or violence.
- Has sexual contact or sexual intercourse with another person without consent of that person and causes injury, illness, disease or impairment of a sexual or reproductive organ, or mental anguish requiring psychiatric care for the victim.
- Has sexual contact or sexual intercourse with a person who suffers from mental illness or deficiency which renders that person temporarily or permanently incapable of appraising the person's conduct, and the defendant knows of such condition.
- Has sexual contact or sexual intercourse with a person who is under the influence of an intoxicant to a degree which renders that person incapable of giving consent if the defendant has actual knowledge that the person is incapable of giving consent and the defendant has the purpose to have sexual contact or sexual intercourse with the person while the person is incapable of giving consent.



- Has sexual contact or sexual intercourse with another person who the defendant knows is unconscious.
- Is aided or abetted by one or more other persons and has sexual contact or sexual intercourse with another person without consent of that person.
- Is an employee of a facility or program under s. 940.295 (2) (b), (c), (h) or (k) and has sexual contact or sexual intercourse with a person who is a patient or resident of the facility or program.
- Has sexual contact or sexual intercourse with an individual who is confined in a correctional institution if the actor is a correctional staff member. This paragraph does not apply if the individual with whom the actor has sexual contact or sexual intercourse is subject to prosecution for sexual contact or sexual intercourse under this section.
- Has sexual contact or sexual intercourse with an individual who is on probation, parole, or extended supervision if the actor is a probation, parole, or extended supervision agent who supervises the individual, either directly or through a subordinate, in his or her capacity as a probation, parole, or extended supervision agent or who has influenced or has attempted to influence another probation, parole, or extended supervision agent's supervision of the individual. This paragraph does not apply if the individual with whom the actor has sexual contact or sexual intercourse is subject to prosecution for the sexual contact or sexual intercourse under this section.
- Is a licensee, employee, or non-client resident of an entity, as defined in s. 48.685 (1) (b) or 50.065 (1) (c), and has sexual contact or sexual intercourse with a client of the entity.

### **Third Degree Sexual Assault**

Whoever has sexual intercourse with a person without consent of that person is guilty of a Class G felony. A person who commits a Class G felony can be fined not more than \$25,000 and/or imprisoned not more than 10 years.

### **Fourth Degree Sexual Assault**

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

#### *Note on Sexual Assault*

Marriage is not a defense to sexual assault. A person may be prosecuted for assaulting his or her spouse. (Wis. Stat. 940.225 (6))

### **Consent – Wis. Stat. 940.225(4)**

“Consent” means words or overt actions by a person who is competent to give informed consent indicating a freely given agreement to have sexual intercourse or sexual contact. The following persons are presumed incapable of consent, but the presumption may be rebutted by competent evidence:

- A person suffering from a mental illness or defect which impairs capacity to appraise personal conduct.
- A person who is unconscious or for any other reason is physically unable to communicate unwillingness to an act.

### *Note on Consent*

A person under 16 years of age is incapable of consent as a matter of law. Teens 16 and 17 years old can legally consent to sexual contact; however, they are deemed incapable of consenting to sexual intercourse as a matter of law. People who have a mental illness or deficiency, and people who are unconscious or physically unable to communicate, are assumed to be incapable of consent, but that assumption can be challenged in court.

### **Sexual Contact – Wis. Stat. s. 940.225(5) (b)**

“Sexual contact” means any of the following:

1. Any of the following types of intentional touching, whether direct or through clothing, if that intentional touching is either for the purpose of sexually degrading; or for the purpose of sexually humiliating the complainant or sexually arousing or gratifying the defendant or if the touching contains the elements of actual or attempted battery:
  - a. Intentional touching by the defendant or, upon the defendant’s instruction, by another person, by the use of any body part or object, of the complainant’s intimate parts.
  - b. Intentional touching by the complainant, by the use of any body part or object, of the defendant’s intimate parts or, if done upon the defendant’s instructions, the intimate parts of another person.
2. Intentional penile ejaculation of ejaculate or intentional emission of urine or feces by the defendant or, upon the defendant’s instruction, by another person upon any part of the body clothed or unclothed of the complainant if that ejaculation or emission is either for the purpose of sexually degrading or sexually humiliating the complainant or for the purpose of sexually arousing or gratifying the defendant.
3. For the purpose of sexually degrading or humiliating the complainant or sexually arousing or gratifying the defendant, intentionally causing the complainant to ejaculate or emit urine or feces on any part of the defendant’s body, whether clothed or unclothed.

### **Sexual Intercourse – Wis. Stat. s. 940.225(5) (b)**

“Sexual intercourse” includes the meaning assigned under s. 939.22 (36) (requiring only vulvar penetration and not emission) as well as cunnilingus, fellatio or anal intercourse between persons or any other intrusion, however slight, of any part of a person’s body or of any object into the genital or anal opening either by the defendant or upon the defendant’s instruction. The emission of semen is not required.

### **Domestic Abuse – Wis. Stat. s. 813.12(1) (am)**

(am) “Domestic abuse” means any of the following engaged in by an adult family member or an adult household member against another adult family member or adult household member, by an adult caregiver against an adult who is under the caregiver’s care, by an adult against his or her adult former spouse, by an adult with whom the individual has or had a dating relationship, or by an adult against an adult with whom the person has a child in common.

1. Intentional infliction of physical pain, physical injury or illness.
2. Intentional impairment of physical condition.
3. A violation of s. 940.225 (1), (2) or (3). (Sexual assault)
4. A violation of s. 940.32. (Stalking)
5. A violation of s. 943.01, involving property that belongs to the individual. (Damage to property)
6. A threat to engage in the conduct under sub. 1., 2., 3., 4., or 5. (See 1-5 above)

- b. “Family member” means a spouse, a parent, a child or a person related by blood or adoption to another person.
- c. “Household member” means a person currently or formerly residing in a place of abode with another person.
- cg. “Reasonable grounds” means more likely than not that a specific event has occurred or will occur.
- cj. “Regular and direct contact” means face-to-face physical proximity to an individual that is planned, scheduled, expected, or periodic.
- d. “Tribal court” means a court established by any federally recognized Wisconsin Indian tribe or band, except the Menominee Indian tribe of Wisconsin.
- e. “Tribal order or injunction” means a temporary restraining order or injunction issued by a tribal court under a tribal domestic abuse ordinance adopted in conformity with this section.
- ag. “Dating relationship” means a romantic or intimate social relationship between 2 adult individuals but “dating relationship” does not include a casual relationship or an ordinary fraternization between 2 individuals in a business or social context. A court shall determine if a dating relationship existed by considering the length of the relationship, the type of the relationship, and the frequency of the interaction between the adult individuals involved in the relationship.

*Note on Domestic Abuse*

Under Wisconsin law, dating abuse is considered a form of domestic abuse.

**Stalking – Wis. Stat. s. 940.32**

1. In this section:

- a. “Course of conduct” means a series of 2 or more acts carried out over time, however short or long, that show a continuity of purpose, including any of the following:
  - 1. Maintaining a visual or physical proximity to the victim.
  - 2. Approaching or confronting the victim.
  - 3. Appearing at the victim’s workplace or contacting the victim’s employer or coworkers.
  - 4. Appearing at the victim’s home or contacting the victim’s neighbors.
  - 5. Entering property owned, leased, or occupied by the victim.
  - 6. Contacting the victim by telephone or causing the victim’s telephone or any other person’s telephone to ring repeatedly or continuously, regardless of whether a conversation ensues.
  - 6m. Photographing videotaping, audiotaping, or, through any other electronic means, monitoring or recording the activities of the victim. This subdivision applies regardless of where the act occurs.
  - 7. Sending material by any means to the victim or, for the purpose of obtaining information about, disseminating information about, or communicating with the victim, to a member of the victim’s family or household or an employer, coworker, or friend of the victim.
  - 8. Placing an object on or delivering an object to property owned, leased, or occupied by the victim.

9. Delivering an object to a member of the victim's family or household or an employer, coworker, or friend of the victim or placing an object on, or delivering an object to, property owned, leased, or occupied by such a person with the intent that the object be delivered to the victim.

10. Causing a person to engage in any of the acts described in subs. 1 to 9.

2. Whoever meets all of the following criteria is guilty of a Class I felony:

- a. The actor intentionally engages in a course of conduct directed at a specific person that would cause a reasonable person under the same circumstances to suffer serious emotional distress or to fear bodily injury to or the death of himself or herself or a member of his or her family or household.
- b. The actor knows or should know that at least one of the acts that constitute the course of conduct will cause the specific person to suffer serious emotional distress or place the specific person in reasonable fear of bodily injury to or the death of himself or herself or a member of his or her family or household.
- c. The actor's acts cause the specific person to suffer serious emotional distress or induce fear in the specific person of bodily injury to or the death of himself or herself or a member of his or her family or household.

2e. Whoever meets all of the following criteria is guilty of a Class I felony:

- a. After having been convicted of sexual assault under s. 940.225 (sexual assault), 948.02 (sexual assault of a child), 948.025 (repeated acts of sexual assault to the same child), or 948.085 (sexual assault of a child placed in substitute care) or a domestic abuse offense, the actor engages in any of the acts listed in sub. (1) (a) 1. to 10. (see above) if
- b. the act is directed at the victim of the sexual assault or the domestic abuse offense.
- c. The actor knows or should know that the act will cause the specific person to suffer serious emotional distress or place the specific person in reasonable fear of bodily injury to or the death of himself or herself or a member of his or her family or household.
- d. The actor's act causes the specific person to suffer serious emotional distress or induces fear in the specific person of bodily injury to or the death of himself or herself or a member of his or her family or household.

2m. Whoever violates sub. (2) is guilty of a Class H felony if any of the following applies:

- a. The actor has a previous conviction for a violent crime as defined in s. 939.632(1)(e)1., or a previous conviction under this section or s. 947.013 (1r), (1t), (1v), or (1x) (harassment).
- b. The actor has a previous conviction for a crime, the victim of that crime is the victim of the present violation of sub. (2), and the present violation occurs within 7 years after the prior conviction.
- c. The actor intentionally gains access or causes another person to gain access to a record in electronic format that contains personally identifiable information regarding the victim in order to facilitate the violation.
- d. The person violates s. 968.31 (1) (interception and disclosure of wire, electronic or oral communications) or 968.34 (1) (use of pen register or trap and trace device) in order to facilitate the violation.
- e. The victim is under the age of 18 years at the time of the violation.

3. Whoever violates sub. (2) is guilty of a Class F felony if any of the following applies:
  - a. The act results in bodily harm to the victim or a member of the victim's family or household.
  - b. The actor has a previous conviction for a violent crime defined in s. 939.632(1)(e)1., or a previous conviction under this section or s. 947.013 (1r), (1t), (1v) or (1x) (harassment), the victim of that crime is the victim of the present violation of sub. (2), and the present violation occurs within 7 years after the prior conviction.
  - c. The actor uses a dangerous weapon in carrying out any of the acts listed in sub. (1) (a) 1. to 9.
- 3m. A prosecutor need not show that a victim received or will receive treatment from a mental health professional in order to prove that the victim suffered serious emotional distress under sub. (2) (c) or (2e) (c).

### **Sexual Harassment – Wis. Stat. s. 111.32(13)**

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

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

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

### ***Sexual Offender Registration Policy***

The federal Campus Sex Crimes Prevention Act requires institutions of higher education to issue a statement to the campus community about where to find information on registered sex offenders in the state. It also requires sex offenders who are already required to register with the state to notify that state if they are enrolled, carry on a vocation or are employed in a post-secondary institution. In Wisconsin, convicted sex offenders must register with the Department of Corrections; a registry can be found at [offender.doc.state.wi.us/public](http://offender.doc.state.wi.us/public). The Wisconsin Department of Corrections supplies information to WKPD regarding registered sex offenders who are enrolled, carrying on a vocation, or employed at Carroll University.

## Crime & Fire Log

Carroll University maintains a Clery Crime & Fire Log of crimes and residence hall fires which occur within Carroll University properties. The information presented in the log includes the report number, which is an event reporting number by which Carroll University may identify an incident. The absence of a report number, noted as “N/A”, indicates that a crime was not originally reported to DPS. WKPD may or may not be investigating this crime, however DPS was made aware of the crime occurring within our Clery geographical area.

The Log also includes the date and time which a crime was reported to the University and the date and time at which a crime occurred, or an estimate thereof. The column labeled Report Number may be used by the public to request additional information about a particular incident. The Location column identifies the street address at which the crime was committed. The street address will not be specifically identified when this could compromise the privacy of a victim of sexual or intimate partner violence. The Offense column defines the nature of the crime committed. The Disposition reveals the current stage of a criminal investigation into the offense if one is taking place and the University is involved.

Log entries are entered and updated in the crime log within two business days of DPS receiving a report or receiving an update on the report. In order to protect an ongoing criminal investigation or the identity of a victim, the DPS Director or designee may classify information as confidential and prohibit its release. Log entries are deleted from the active log after 60 calendar days. In compliance with the Clery Act, DPS does not include crimes on the crime log that occur outside of Carroll University controlled properties. The log, and a glossary further explaining it, is available at DPS.

### Sample of the Clery Fire & Crime Log

Daily Crime Log and Fire Log

Last Updated: 08/21/2024					
Nature (Classification)	Report Number	Date/Time Reported	Date/Time Occurred	General Location	Disposition
Fire Alarm	2024-0093	06/24/2024 12:43PM	06/24/2024 12:43PM	N. Bergstrom Rm 505	WKFD Responded Unknown Cause
Fire Alarm	2024-0094	07/08/2024 9:10PM	07/08/2024 9:10PM	Pioneer Hall Rm 413	WKFD Responded Burnt Food
Fire Alarm	2024-0096	07/26/2024 6:48PM	07/26/2024 6:48PM	Frontier Hall Rm 313	WKFD Responded Spray Painting
Theft	2024-0098	07/30/2024 1:34AM	07/30/2024 1:34AM	Hartwell B Bike Rack	WKFD Responded Report Filed

### Fire Safety Policies

If a fire occurs in a Carroll University, Residence Life and Housing residential facility, community members should pull the fire alarm, use the nearest safe exit to evacuate and notify DPS at 262.524.7300 and Waukesha Fire Department immediately by calling 911. If a community member finds evidence of a fire that has been extinguished, and the person is not sure whether DPS has already responded, the community member should immediately notify DPS to investigate and document the incident.

### University Residential Facilities

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

The following policy information is from Office of Residence Life and Housing:

### **Appliances**

Residents in traditional halls may have closed coils and UL approved items in student living units. All residents who reside in apartments and in Frontier Hall, Prairie Hall, and Pioneer Hall may have open coil cooking appliances and microwaves as long as they are used in the kitchen areas. Due to the safety hazard of appliances with a heating element the Office of Residence Life and Housing strongly encourages that all electrical appliances that can be equipped with automatic shutoffs are used.

1. The following are items that are safety hazards and may result in fire and life threatening situations, therefore, are not permitted in the residence halls:
  - a. No opened coil appliances are allowed (toasters, hot plates, pizza cookers) in traditional halls, except for those provided in kitchen/galley areas of residential facilities.
  - b. Electric blankets, fog machines, halogen lamps, halogen bulbs, sun lamps, space heaters and humidifiers are not permitted.
  - c. Heating pads, irons and coffee makers without automatic shut offs are not permitted.
  - d. Microwaves are allowed in Frontier Hall, Pioneer Hall, Prairie Hall, Shirley Hilger Hall and the apartments based on their ability to accommodate the associated power demands.
  - e. Refrigerator units are not to exceed 4.3 cubic feet. Only one refrigerator unit per resident is allowed. Refrigerators should be plugged directly into wall outlets and not into an extension cord or power strip.
  - f. Indoor grills (such as a George Foreman Grill) can only be used in kitchen/galley areas of residential facilities.
  - g. Electrical and data cords must follow the contour of the living unit and not cross entryways.
  - h. Extension cords and outlet splitters (those not supplied with an internal circuit breaker) are not permitted in residential facilities.
  - i. Power strips with an internal circuit breaker (surge protectors) may be used, so long as they are plugged directly into the wall outlet, and not into another power strip or extension cord. There is a limit of one of these surge protectors per outlet.

**Candles, Wax/Candle/Oil Warmers, Fireworks and Incense** of any variety are not permitted in the residential facilities.

### **Arson**

Arson involves causing a fire or explosion, or placing any burning or combustible material, or any incendiary or explosive devise or material, in or near any property, or causing fire or explosion that damages or destroys property while manufacturing or attempting to manufacture a controlled substance. Arson in any way is prohibited at Carroll University.

### **Creating a Fire or Safety Hazard**

Creating a fire or safety hazard includes tampering with or removing fire safety equipment, falsely reporting fire or bombs, or throwing flammable objects out of windows. Creating a fire or safety hazard in any way is prohibited at Carroll University.

## **Smoking**

In order to provide a healthy working and living environment for Carroll's students, staff, faculty and neighbors, Carroll University is a tobacco-free campus. The use of tobacco and electronic nicotine delivery systems is not permitted in university buildings, on university grounds or in university-owned vehicles. There are no designated smoking areas on campus.

## **Introduction**

Scientific findings, as summarized by the United States surgeon general, the U.S. Food and Drug Administration and the Environmental Protection Agency, identify electronic cigarette and tobacco use as a public health risk. In light of the health hazard associated with these substances for users and non-users, Carroll University has adopted a tobacco-free campus.

## **Policy**

The use of tobacco products and electronic nicotine delivery systems (including cigarettes, cigars, pipes, smokeless tobacco, other tobacco products, electronic cigarettes, personal vaporizers, and other similar devices) is prohibited at all times. All buildings and grounds, including academic, administrative, dining, residential, service and mixed-use facilities and all vehicles owned, operated or leased by Carroll University, are entirely tobacco-free. The University will not sell, market, or promote tobacco products. The tobacco-free policy applies to all indoor and outdoor air space.

## **Enforcement**

All members of the campus community are responsible for enforcing this policy. Anyone who observes a violation of this policy should make the violator aware of the restrictions contained in this policy. Employees or students who observe a violator's refusal to adhere to this policy may report the violator to an appropriate authority. Such authorities may include vice Presidents, deans, chairs, directors, managers, or the Department of Public Safety. Upon receiving a report, the authority shall inform the violator's supervisor (if the violator is an employee) or the Office of Student Conduct (if the violator is a student).

## **Policies Pertaining to Evacuation**

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

### **Evacuation**

Building evacuation is required when the fire alarm is sounding. Residents should exit the building and move as far away as possible for their own safety and to allow those responding to the alarm access to the building. It is important for residents to familiarize themselves with procedures before the need to evacuate in an emergency arises. Individual building evacuation routes are posted on house bulletin boards. Residents should familiarize themselves with the nearest exit from their room as well as alternate exits, if the exit nearest to the resident's room is unusable.

### **Fire Safety**

Each building is equipped with a fire alarm system. If an individual discovers a fire, the individual should activate the alarm system, leave the building and immediately notify the DPS. Evacuation Plans are posted inside of each residential unit. Anyone not leaving the building or failing to cooperate with University officials/emergency personnel may face disciplinary action.

#### **a. Fire Safety**

1. The follow items are safety hazards and may result in fire or life threatening situations, therefore, are not permitted in the residence halls:



- i. Candles, wax/candle/oil warmers, fireworks, and incense of any variety are not permitted in residential facilities.
2. Activities/games involving smoke and/or fire will result in disciplinary action.
3. There must be a 30-inch path or egress from door to window.
4. Outside grills, charcoal, lighter fluid, propane or other combustibles are not permitted within residential facilities.

### **Fire Alarms**

When the fire alarm sounds you should always evacuate as if there is a fire. Building evacuation is required when the fire alarm sounds in the building. Evacuation is required for your safety and also for the safety of the firefighters, DPS, and Residence Life and Housing staff members who respond during fire alarms. There will be fire drills in each building during each year. Testing of the alarm system occurs monthly. During evacuation, keep the following in mind:

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

### **Fire Precautions**

To greatly reduce the chance of a fire you should:

- Avoid running electrical cords under carpeting, where the cords can be stepped on and easily damaged.
- Use surge protectors with their own built-in fuse.
- Empty wastebaskets regularly.
- Follow all fire safety and prevention rules and policies.
- Not overload electric circuits and not string cords over nails, under carpets or furniture, or in locations where they will wear.
- Use only approved appliances.
- Not operate appliances when you are not present and not operate appliances in closets or close to flammable materials.
- Keep doors to trash rooms and stairwells closed.
- Keep hallways clear of your belongings including shoes and boots.
- Not use lit candles/incense/tobacco products. (These products are not permitted in University Housing, a smoke-free environment.)
- Do not hang items on the electrical conduit or raceway of the fire protection devices.

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

## **Smoke Detectors and Sprinklers in Rooms**

A smoke detector is provided in each residential unit. The smoke detector in your unit will go off when smoke particles enter the smoke detector unit. Never unplug, cover, or create a situation where the smoke detector is inoperative.

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

- Determine the source of the smoke and, if it is a small fire in your room and you feel safe doing so, use the fire extinguisher in the hall to put out the fire.
- Pull the building alarm if you cannot immediately determine the source of the smoke or extinguish a fire.
- Follow the building evacuation procedures posted on your house bulletin board.
- To report smoke detector malfunction, please contact the Maintenance and Repair Service (MARS).

Policy that related to smoke detectors and sprinklers:

Misuse of Fire Alarms and Equipment involves pulling fire alarms falsely or tampering with firefighting equipment (e.g., fire alarms, extinguishers, exit signs, fire hoses, smoke detectors, emergency lights). Misuse of Fire Alarms and Equipment in any form is prohibited at Carroll University.

## **Fire Emergencies**

In case of a fire:

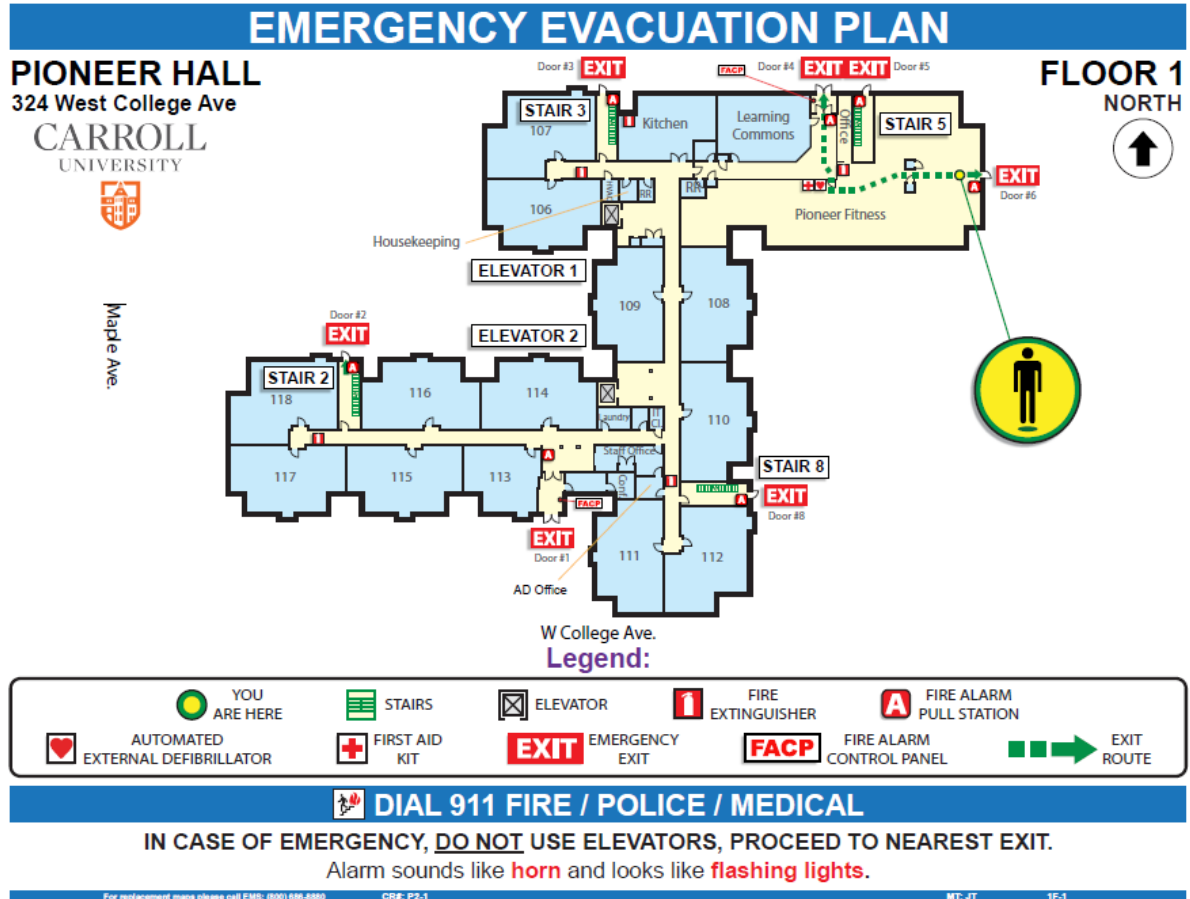
- If the fire is small and can be contained, and you feel safe doing so, use the nearest fire extinguisher.
- Pull the nearest fire alarm.
- Evacuate the building as outlined above. If you notice smoke coming from a room:
  - Pull the fire alarm.
  - Notify a staff person of the location of the room.
  - If there is heavy smoke and you cannot find your way to an exit or if your room door or doorknob is hot:
    - Remain in your room with the door closed.
    - Place a towel or other clothing along the bottom of the door.
    - Open a window and hang a sheet or white towel out to attract attention.
    - Call 9-1-1 and give the dispatcher your location. Stay on the phone with the dispatcher until he/she directs you to hang up.
    - Stay in your room until emergency personnel tell you it is okay to leave.

## **Evacuation Procedures**

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

The following policy and evacuation procedure information is posted at multiple locations throughout each residence hall floor. There are common elements to all fire evacuation procedures: if you see fire, pull the fire alarm and evacuate the building; if you hear a fire alarm, evacuate the building at the nearest safe exit; do not take the elevator; once clear of the building, call 911; do not re-enter the building until

you have received confirmation that it is safe to do so. “Building Evacuation Routes” are specific to each specific location. Here is an example:



## *Fire Equipment in the Residential Facilities*

At Carroll University, almost all university residential facilities are covered with integrated fire sprinkler systems and fire alarm monitoring systems which are monitored 24 hours/day, seven days/week by the DPS. All sprinkler systems are full coverage systems. All university residential facilities are equipped with fire extinguishers.

**A Paul Jones Honors Hall (201 N. Charles Street):** These apartments offer single and double units. Fire safety systems include a fire alarm system, automatic sprinkler system, individual room carbon monoxide alarms and portable fire extinguishers. Fire alarm systems are monitored 24/7 by the DPS.

**Carroll Street Apartments (225-227 Carroll Street):** These apartments offer double and triple units. Fire safety systems include a fire alarm system, automatic sprinkler system, portable fire extinguishers and individual room carbon monoxide alarms. Fire alarm systems are monitored 24/7 by the DPS.

**College Avenue Apartments (245 W. College Avenue):** These apartments offer double and triple units. Fire safety systems include a fire alarm system, automatic sprinkler system, portable fire extinguishers and individual room carbon monoxide alarms. Fire alarm systems are monitored 24/7 by the DPS.

**Frontier Hall (210 N. Grand Ave):** Located on the corner of College Avenue and Grand Avenue, this co-ed four story residence hall. Fire safety systems include a fire alarm system, automatic sprinkler system, portable fire extinguishers and individual carbon monoxide alarms. Fire alarm systems are monitored 24/7 by the DPS.

**Hartwell Apartments (332 and 334 Hartwell, 325 and 331 Barney):** Located between Barney Street and Hartwell Avenue, single, double and triple apartments are available. Fire safety systems include fire and carbon monoxide alarm systems, automatic sprinkler system and portable fire extinguishers. Fire alarm systems are monitored 24/7 by the DPS.

**Kilgour Hall (119 E. College):** This traditional residence hall offers single and double rooms. Fire safety systems include fire and carbon monoxide alarm systems, automatic sprinkler system and portable fire extinguishers. Fire alarm systems are monitored 24/7 by the DPS.

**North and South Bergstrom Halls (135 and 151 S. East Ave):** This traditional style residence complex has gender specific floors and contains single, double and triple rooms. Fire safety systems include a fire alarm system and boiler room carbon monoxide detectors, automatic sprinkler system, portable fire extinguishers and individual room carbon monoxide alarms. Fire alarm systems are monitored 24/7 by the DPS. (Note for 2024: South Bergstrom has been converted to faculty offices)

**Pioneer Hall (324 W. College Ave):** Located on the corner of College Avenue and Grand Avenue, this co-ed four story residence hall. Fire safety systems include a fire alarm system, automatic sprinkler system, portable fire extinguishers and individual room carbon monoxide alarms. Fire alarm systems are monitored 24/7 by the DPS.

**Steele and Swarthout Halls (221 N. East Ave):** This traditional style residence complex offers single, double, and triple rooms. Fire safety systems include a fire alarm system, automatic sprinkler system,

portable fire extinguishers and individual room carbon monoxide alarms. Fire alarm systems are monitored 24/7 by the DPS.

**Shirley Hilger Hall (200 E. College):** This suite style residence hall is co-ed with each suite being gender specific. Shirley Hilger Hall offers double rooms joined by a common bathroom. Fire safety systems includes a fire alarm system, automatic sprinkler system and portable fire extinguishers. Fire alarm systems are monitored 24/7 by the DPS.

**Prairie Hall (304 W. College Ave):** Located west of the intersection of College Avenue and Grand Avenue, this co-ed four story residence hall. Fire safety systems include a fire alarm system, automatic sprinkler system, portable fire extinguishers and individual room carbon monoxide alarms. Fire alarm systems are monitored 24/7 by the DPS.

**There were no reportable fires for 2021 and 2022.**

2023 Fire Log						
Building	Total Fires	Report Number	Cause	Number of Injuries	Deaths	Damage Value
A. Paul Jones Honors Hall	0		N/A	0	0	0
Betty Lou Tikalsky House	0		N/A	0	0	0
Black Cultural House	0		N/A	0	0	0
Business Hall	0		N/A	0	0	0
Campus Center	0		N/A	0	0	0
Carroll St. Apartments	0		N/A	0	0	0
Center for Graduate Studies	0		N/A	0	0	0
College Ave. Apartments	0		N/A	0	0	0
College of Health Sciences	0		N/A	0	0	0
Dennis Panches Track and Field Complex	0		N/A	0	0	0
Discovery House	0		N/A	0	0	0
Doug and Nancy Hastad Hall	0		N/A	0	0	0
Education Hall	0		N/A	0	0	0
Enterprise House	0		N/A	0	0	0
Explorer House	0		N/A	0	0	0
Facilities	0		N/A	0	0	0
Frontier Hall	0		N/A	0	0	0
Ganfield Gymnasium	0		N/A	0	0	0
Greene Field Station Outdoor Science Laboratory	0		N/A	0	0	0
Grounds Annex Building (The Barn)	0		N/A	0	0	0

Haertel Field	0		N/A	0	0	0
Hartwell A	0		N/A	0	0	0
Hartwell B	0		N/A	0	0	0
Hartwell C	0		N/A	0	0	0
Hartwell D	0		N/A	0	0	0
Human Resources	0		N/A	0	0	0
Humphrey/Arts Center	0		N/A	0	0	0
Jean Kilgour Field	0		N/A	0	0	0
Kilgour Hall	0		N/A	0	0	0
Kilgour Trailblazer Tennis Center	0		N/A	0	0	0
Latin American Student Org House	0		N/A	0	0	0
MacAllister Hall	0		N/A	0	0	0
Main Hall	0		N/A	0	0	0
Mathematics	0		N/A	0	0	0
Michael and Mary Jaharis Science Laboratory	0		N/A	0	0	0
North Bergstrom Hall	0		N/A	0	0	0
Otteson Theater	0		N/A	0	0	0
Physical Therapy	0		N/A	0	0	0
Pioneer Hall	0		N/A	0	0	0
Prairie Hall	0		N/A	0	0	0
President's House	0		N/A	0	0	0
Public Safety Center	0		N/A	0	0	0
Quad/Graphics Team Center	0		N/A	0	0	0
Rankin Hall	0		N/A	0	0	0
Richard Smart House	0		N/A	0	0	0
Schneider Stadium	0		N/A	0	0	0
Shattuck Music Center	0		N/A	0	0	0
Shirley Hilger Hall	0		N/A	0	0	0
Sneeden House	0		N/A	0	0	0
South Bergstrom Hall	0		N/A	0	0	0
Steele Hall	0		N/A	0	0	0
Swarthout Hall	0		N/A	0	0	0
Student Life & Wellness	0		N/A	0	0	0
Todd Wehr Memorial Library	0		N/A	0	0	0
Van Male Fieldhouse/Natorium	0		N/A	0	0	0
Veterans House	0		N/A	0	0	0
Voorhees Hall	0		N/A	0	0	0
Waukesha Free Clinic	0		N/A	0	0	0
Wright House	0		N/A	0	0	0
114 Charles St	0		N/A	0	0	0
117 Wright St	0		N/A	0	0	0

120 Wright St	0		N/A	0	0	0
211 Maple Ave	0		N/A	0	0	0
222 Maple Ave	0		N/A	0	0	0
307 N. Grand Ave	0		N/A	0	0	0
310 Williams St	0		N/A	0	0	0

A fire log is kept at the DPS and is open to the public during normal business hours. Carroll University maintains a fire log that records any fire that occurred in an on-campus student housing facility and includes information such as the nature, date, time and general location of each fire.

The Fire Log entry, or an addition to an entry, shall be made within two business days of the receipt of information. The Fire log for the most recent 60-day period shall be open to public inspection during normal business hours. Any portion of the log older than 60 days will be available within two business days of a request for public inspection.

### **Residence Hall Evacuation Drills**

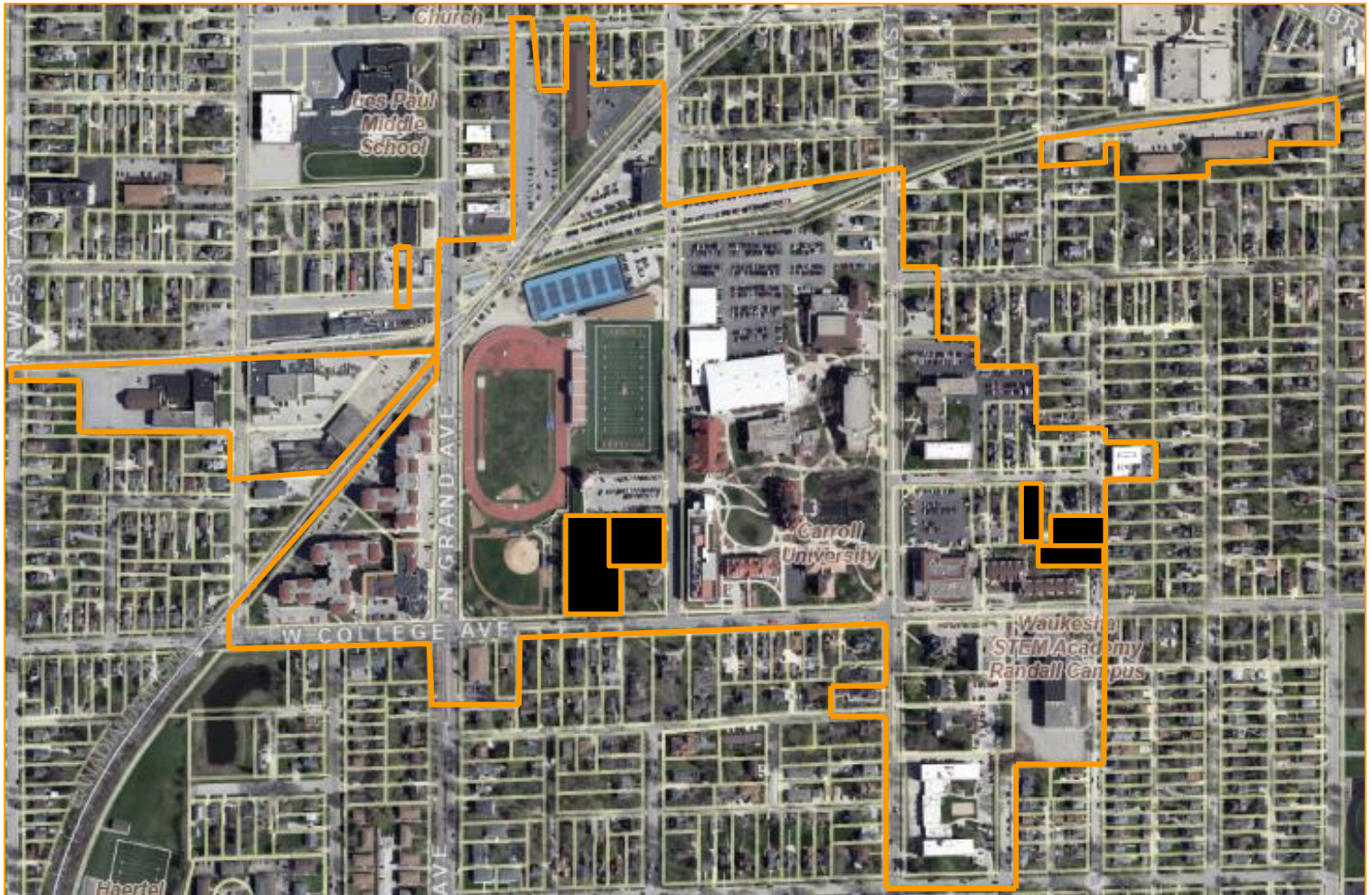
Evacuation drills are held at least once a year for each residence hall. Evacuation drills are mandatory, supervised evacuations of a building for a fire. The evacuation drill is scheduled with the DPS, the individual residence hall staff, and the local fire station. Evacuation route maps are posted in each resident room showing where the closest egress route is and the assembly area outside. Students who fail to leave the building during a fire drill are subject to judicial sanction.

## Appendix A – Clery Act Geography

### Main Campus

100 N. East Avenue  
Waukesha, WI

Clery crime statistics for this property are reported as On Campus Property or Public Property when on a sidewalk, street, or public parking lot.





**Hartel Field**

436 W. Newhall Avenue  
Waukesha, WI

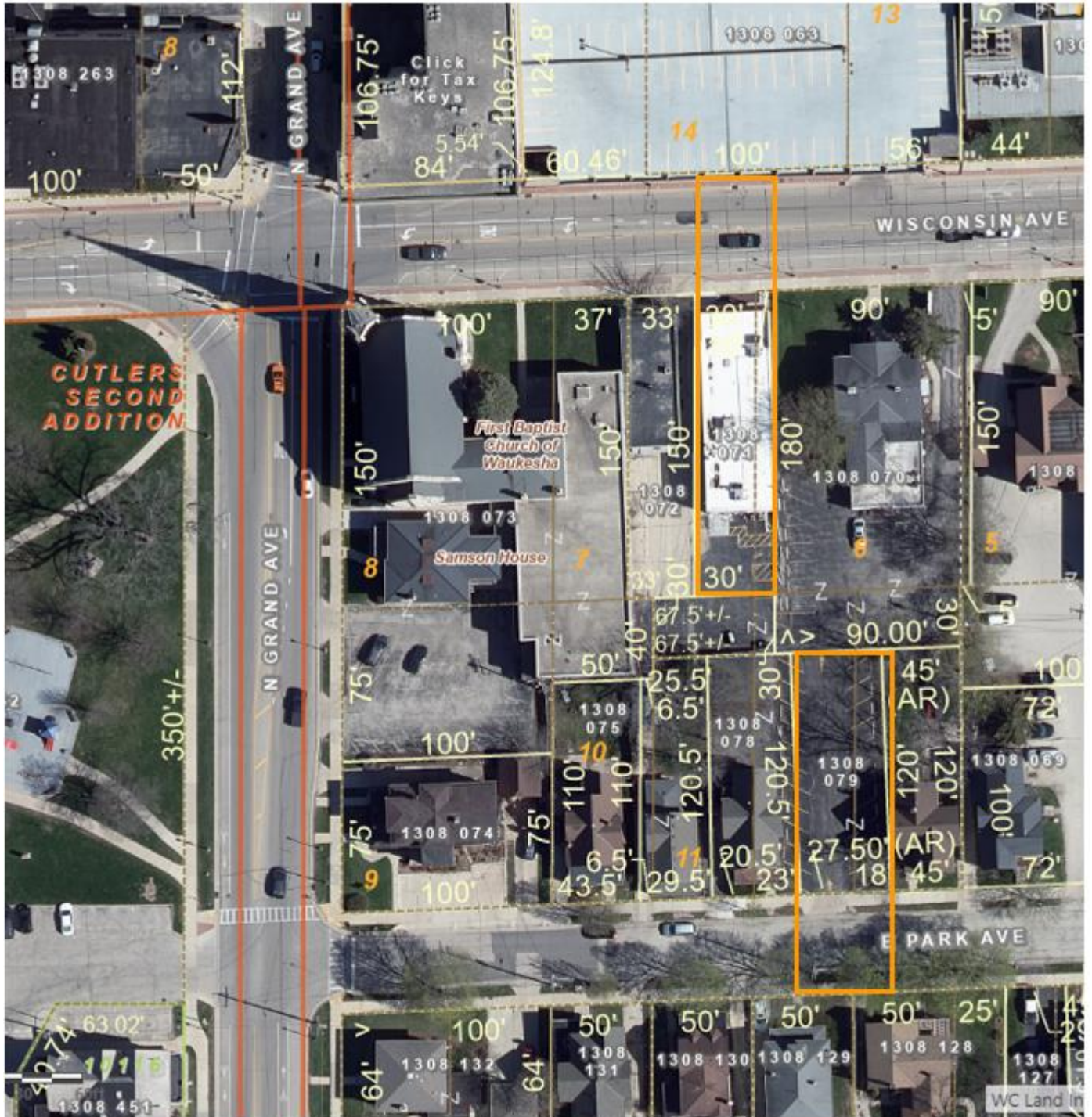
Clery crime statistics for this property are reported as On Campus Property or Public Property when on a sidewalk, street, or public parking lot.



## Community Health Services

237 Wisconsin Avenue  
Waukesha, WI

Clery crime statistics for this property are reported as Non-Campus Property or Public Property when on a sidewalk, street, or public parking lot.



### Sentry Drive

1111 Sentry Drive  
Waukesha, WI

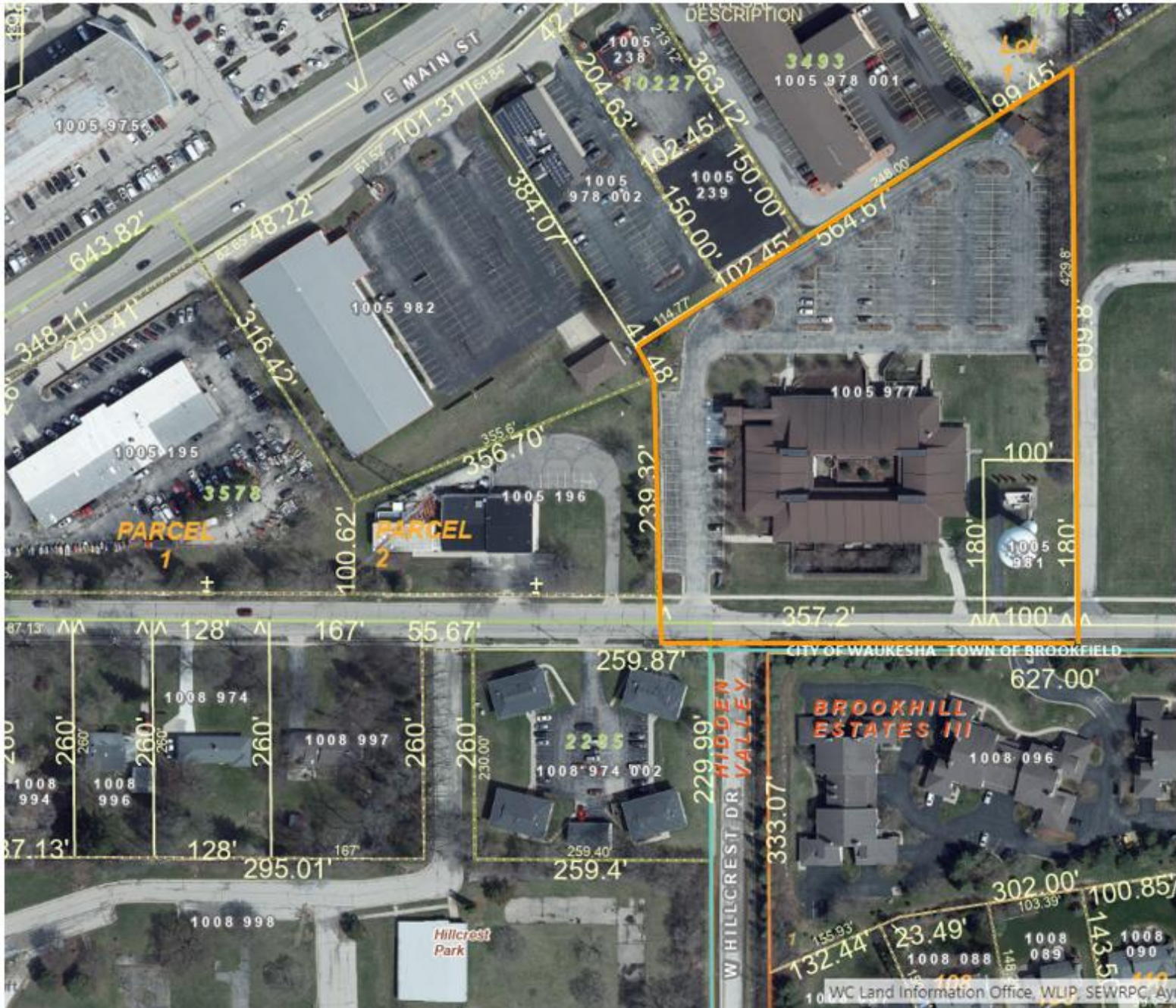
Clery crime statistics for this property are reported as Non-Campus Property or Public Property when on a sidewalk, street, or public parking lot.



**Center for Graduate Studies**

2140 Davidson Road  
Waukesha, WI

Clery crime statistics for this property are reported as Non-Campus Property or Public Property when on a sidewalk, street, or public parking lot.



**Genesee Research Center**

W307 S4706 Hwy 83  
Mukwonago, WI 53149

Clery crime statistics for this property are reported as Non-Campus Property or Public Property when on a sidewalk, street, or public parking lot.

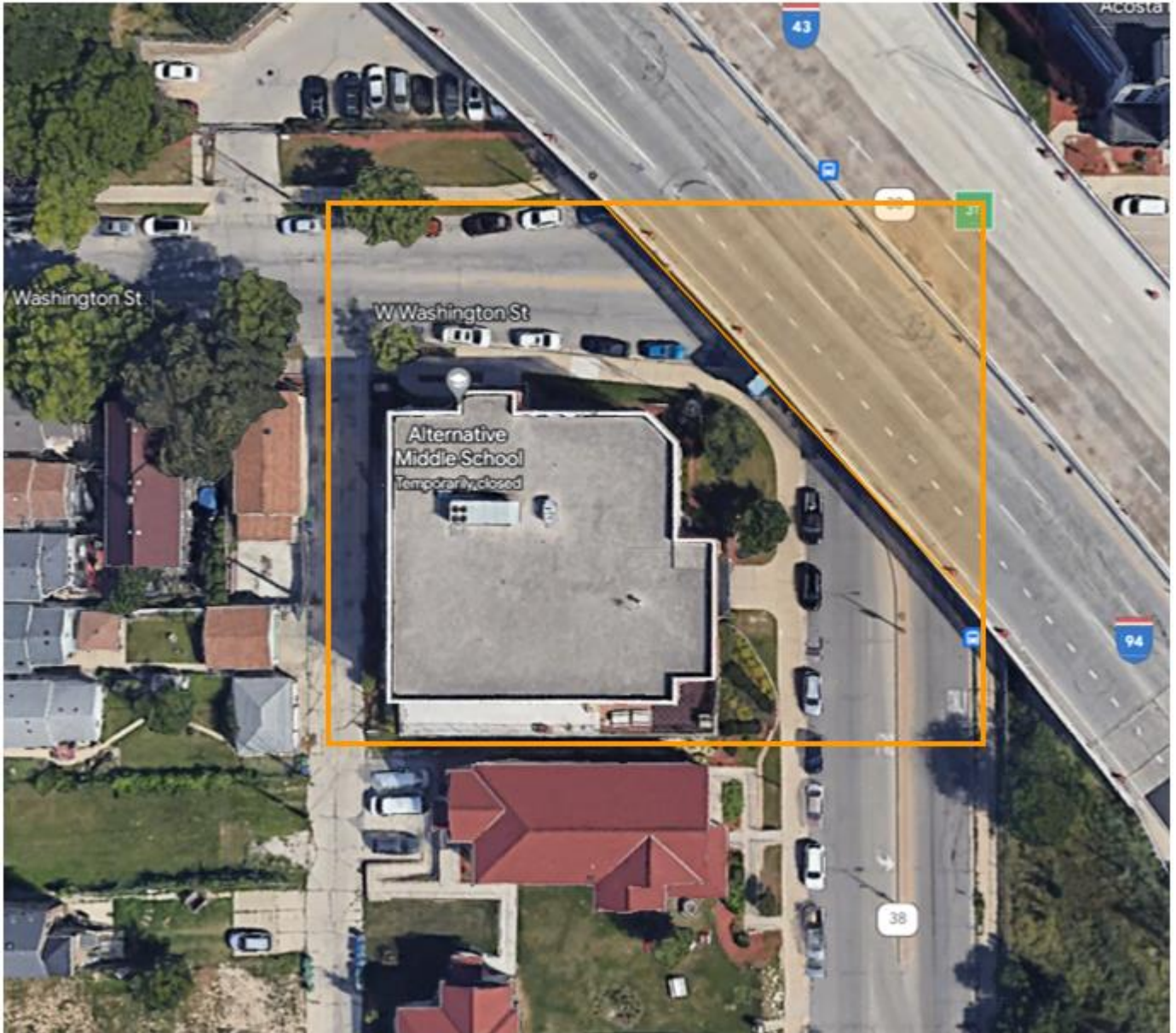


**United Community Center**

615 W. Washington Street  
Milwaukee, WI

*Carroll University usage ended on 08/01/2023.*

Clery crime statistics for this property are reported as Non-Campus Property or Public Property when on a sidewalk, street, or public parking lot.



**St. Augustine Preparatory Academy**

2607 S. 5<sup>th</sup> Street

Milwaukee, WI, 53207

*Carroll University usage began on 08/01/2023.*

Clery crime statistics for this property are reported as Non-Campus Property or Public Property when on a sidewalk, street, or public parking lot.

