

2013 ANNUAL CAMPUS SAFETY & SECURITY REPORT

Blackhawk Technical College 2013 Annual Safety & Security Report

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

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

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Reporting Criminal Incidents and Other Emergencies

All students, employees, and guests should promptly report criminal incidents, accidents, and other emergencies by dialing 911. BTC created a security department in January 2014. The Security Officers work primarily evenings at the main campus and visit Beloit, Center for Transportation Studies (CTS), and the Advanced Manufacturing Training Center (AMTC). In addition, Campus Security Authorities have been designated for all campus locations. Crimes should be reported to both local law enforcement and campus security to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community, when appropriate. Campus Security can be reached through the Welcome Center at Central Campus or by visiting the Campus Security Office in room 2105. The following individuals are designated as campus security authorities:

Campus Security Authorities

Any BTC Site	Brad Smith	608-743-4596
Any BTC Site	Frank Chandler (Evenings)	608-743-4519
Any BTC Site	Renea Ranguette	608-757-7700
Any BTC Site	Brian Gohlke	608-757-7773
Beloit Center	Megan Ostrowsky	608-757-7620
Center for Transportation Studies	Garry Krause	608-757-7727
Advanced Manufacturing Training Center	Garry Krause	608-757-7727
Monroe Campus	Matt Urban	608-329-8202
Central Campus	Ed Robinson	608-757-7713

Distribution of Campus Safety Alerts & Timely Warnings

In the event that a situation arises, either on or off campus, that, in the judgment of the Campus Security Authority, constitutes an ongoing or continuing threat, a campus wide "timely warning" will be issued. The warning may be issued through the College e-mail system, text message, and/or automated voice calls to students, faculty, and staff, and may be announced over the College public address system. Students and staff are encouraged to monitor BTC Safe Alerts. Students and staff are automatically signed up for BTC Safe Alerts via their College e-mail address. Notification preferences can be set by visiting https://www.getrave.com/login/blackhawk or by clicking on the "BTC Safety" link on the BTC homepage.

Depending on the particular circumstances of the incident, especially in all situations that could pose an immediate threat to the community and individuals, the College may also post an electronic notice on the College website at: http://www.blawkhawk.edu and notify local media, providing the campus community with broader immediate notification.

Anyone with information warranting a timely warning should report the circumstances to a campus security authority.

Confidential Reporting Procedures

BTC encourages anyone who is the victim or witness to any crime to promptly report the incident to the police. Police reports are public records under state law. Confidential reports of a crime may be made to Crime Stoppers at 608-756-3636 for Rock County or 800-422-7463 for Green County.

Monitoring and Recording Criminal Activity Off-Campus

BTC encourages cooperation with local police to monitor and record information concerning criminal activity involving BTC students or recognized student organization, but occurring away from BTC facilities. BTC will cooperate with local law enforcement authorities who may request BTC staff to verify information (e.g. students' status, ages, residence, etc.) about students.

Daily Crime Log

The purpose of the Daily Crime Log is to record criminal incidents and alleged criminal incidents that are reported to Campus Security. Crime log entries include all crimes reported to Campus Security for the required geographic locations, not just Clery Act crimes. The Crime Log discloses specific information about criminal incidents, not crime statistics. The log is designed to disclose crime information on a timelier basis than the annual statistical disclosures. The victims' confidentiality will be protected, including record-keeping that excludes personally-identifiable information on victims. A crime is entered into the Log as soon as it is reported to Campus Security. This includes crimes that are reported directly to Campus Security, as well as crimes that are initially reported to another campus security authority or to a local law enforcement agency who subsequently reports them to Campus Security. An entry, an addition to an entry, or a change in the disposition of a complaint is recorded within two business days of the receipt of the information to the Campus Security Department. Updates to the disposition of a Crime Log entry will not be made after 60 days have passed from the date of the entry. A business day is Monday through Friday, except for days when the College is closed. The only exceptions to this rule are:

- If the disclosure is prohibited by law; or
- If the disclosure would jeopardize the confidentiality of the victim.
- Campus Security may temporarily withhold information if there is clear and convincing evidence that the release of information would:
 - a. Jeopardize an ongoing investigation;
 - b. Jeopardize the safety of an individual;
 - c. Cause a suspect to flee or evade detection; or
 - d. Result in the destruction of evidence.

However, the information will be added to the Daily Crime Log once the adverse effect is no longer likely to occur. A hard copy is maintained by Campus Security located in room 2105 at Central Campus.

Emergency Response and Evacuation Procedures

General information about the emergency response and evacuation procedures for Blackhawk Technical College are publicized each year as part of the institution's Clery Act compliance efforts and the information is available on the College's website. All members of the College Community are notified on an annual basis that they are required to notify campus administration of any situation or incident on campus that involves a significant emergency or dangerous situation that may involve an immediate or ongoing threat to the health and safety of students and/or employees on campus.

The College has the responsibility of responding to, and summoning the necessary resources, to mitigate, investigate, and document any situation that may cause a significant emergency or dangerous situation. In addition, the College has a responsibility to respond to such incidents to determine if the situation does, in fact, pose a threat to the community. In the event of an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the campus community, a campus administrator or designee will, without delay and taking into account the safety of the community, determine the content of the emergency notification and initiate the notification system, unless issuing a notification will, in the judgment of the administrator, compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

Blackhawk Technical College's Emergency Response Plan includes information for management of a crisis, incident priorities, and performance expectations; lockdown, lockout, bomb threat, fire, chemical emergencies, shelter-in-place, and evacuation guidelines; and local contingency and continuity planning requirements. Emergency procedure guides are located in classrooms, offices, and meeting rooms across the campus. The College conducts emergency response exercises each year, such as table top exercises, field exercises, and tests of the emergency response system on campus. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution.

An evacuation drill is coordinated by Blackhawk Technical College each year for all campuses. Thus the emergency response and evacuation procedures are tested at least annually. Students learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term evacuation. Evacuation drills are monitored by the College's Emergency Preparedness Committee to evaluate egress and behavioral patterns. Reports are prepared and recommendations for improvements are submitted to the appropriate departments/offices for consideration.

Tornado Warning

When a warning is issued for a campus, proceed immediately to a designated shelter area, assisting students and visitors as needed. Shelters are clearly marked and there are maps in every classroom and most offices showing Tornado shelter locations. Remain in the shelter until an "all clear" is issued by BTC staff.

Medical Emergency

In case of serious illness or injury, dial 9-911 from a College phone or 911 from a cell phone and then notify the front desk of your location. Give your name and state you have an emergency. Give specific location information including room number. Explain the nature of the illness/injury. Whenever possible, someone should remain with the ill/injured person. Automatic External Defibrillators (AED's) are available at marked locations at each site. Send someone to meet Emergency Medical Personnel. BTC does not transport patients.

Behavior Intervention

Behavioral issues that are affecting the learning environment can be reported to the Behavior Intervention Team. The initial report can be done online at the BTC homepage by clicking on "Intervention Reporting" under the "Faculty" tab and selecting the "Behavioral Intervention Team."

Bomb Threat

The person receiving the bomb threat (or other threatening calls) should proceed as follows: Do not hang up; keep talking to the caller. Document as much information from the caller as possible. Make note of the line the call came in on if possible. Have another person call 911 if possible. Inform the front desk of your location. Remain by the phone until designated emergency staff respond; keep ALL information about the call confidential. Emergency staff will promptly advise you of the next steps.

Fire Emergency

If a fire is suspected and you have not heard an alarm, activate the nearest fire alarm (if equipped) and evacuate the area. Evacuate to a safe place at least 500 feet from the building. Call 911 from a cell phone, if possible, to update responding emergency personnel. Assist any disabled individuals exiting the building. Primary and Secondary Emergency exit routes are posted in each classroom and in most offices.

Chemical Emergency

If a major spill occurs, evacuate the area and call 911. Complete an Incident Report and forward to the Manager of Campus Safety and Preparedness. If a minor spill occurs, reference the Safety Data Sheets that are available online at each BTC computer. Press the MSDS button on the toolbar. Wear appropriate personal protection equipment. Clean-up and dispose of materials as appropriate/required. Complete an Incident Report and submit to the Manager of Campus Safety and Preparedness.

Active Shooter/Campus Lockdown

Gunfire from an active shooter can occur on or near a campus with little to no warning. In all cases, local law enforcement will be contacted to respond to the incident and will assume total control of the incident upon arrival. If possible, evacuate. Have an escape route and plan in mind. Do not run in a straight line. Hide if evacuation is not possible. Lock doors and turn off lights and barricade if possible. Stay in place until law enforcement arrives. Take action as a last resort and only when your life is not in imminent danger. Monitor BTC SAFE alert messages. Interior and exterior doors of the campus will be locked, if possible.

Lockout

The purpose of a lockout is when there is significant police activity near the College, in which all exterior doors are secured with no one entering or exiting, but where relatively normal activities take place inside the College.

Shelter-in-Place

If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors because leaving the area may expose you to that danger. Thus, to "shelter-in-place" means to make a shelter of the building that you are in, and with a few adjustments, this location can be made even safer and more comfortable until it is safe to go outside.

If the situation warrants, a campus official will make a decision to "shelter-in-place" which will be communicated to the community via the timely warning communication system. Students, staff, and visitors will be directed to take shelter in the designated shelter area.

Campus Security

The BTC Security Department has one full-time Manage of Campus Safety and Preparedness, one part-time Security Supervisor, and several part-time student Security Officers.

The part-time Security Officers are primarily students of the Public Safety Department. As students in Criminal Justice, Corrections, Fire, or EMS programs, the Security Officers are given training in areas such as report writing, patrol operations, and professional communications.

Duties of the BTC Security Officers include, but are not limited to preventative patrol procedures, personal escorts, lock/unlock rooms upon request, response to incidents, and case investigation.

Campus Security Authority

Campus Security Officers have the power and authority to enforce College Policies, Administrative Regulations, and the Student Code of Conduct.

Local Law Enforcement

In addition to Campus Security, BTC utilizes local law enforcement agencies to patrol parking lots and other areas around the facilities. When an incident warrants, BTC Security uses local police authorities who have the statutory power to enforce applicable laws and who possess arrest powers. BTC cooperates with law enforcement authorities in the exercise of their responsibilities.

Security Confidentiality

Security Officers are trained in the critical importance of maintaining confidentiality regarding information they receive. Any information they receive will be maintained in accordance with the rules and guidelines of the Clery act, FERPA, as well as the Campus SaVE Act.

Access Policy

Access to and use of BTC facilities is governed by institutional policies and local statutes. Access to facilities is limited to BTC students, faculty, and staff for work, education, or other related purposes. Outside groups may use the facilities with special permission in accordance with district policy. Loitering or wandering through the facilities for unapproved reasons is prohibited.

Security of BTC facilities is provided through a number of mechanisms. This can include electronic security systems, establishment of hours of operation, locking doors, limiting keys to those individuals with a direct need to access certain areas, and providing improved lighting for security purposes. Other security mechanisms may vary by facility.

Security Awareness and Crime Prevention Programs

BTC provides information to students and employees about campus security practices and crime prevention efforts through a variety of mechanisms. The institution distributes pamphlets and other information which discuss safety and security issues. Students and staff are encouraged to be alert, and BTC stresses the importance that they be responsible for their own safety and the security of others. BTC student organizations often sponsor informational presentations by community resource people. Workshops and in-services are provided to students and staff that emphasize the importance of updating crime prevention strategies, such as Self-Defense Techniques. The BTC Emergency Preparedness Committee serves as a resource for related issues and concerns.

Students are advised, through the *Student Planner*, which is published annually, of institutional practices and disciplinary procedures related to security efforts. BTC maintains up-to-date policies which are available on the website.

Basic Protective Behaviors

- Record the serial numbers of important electronics or other valuable items, especially your laptops and cell phones. It makes it much easier to recover stolen items.
- Use a free, secure website such as reportit.com to document all your valuables should they be lost, damaged, or destroyed.
- ➤ Have multiple copies of these serial numbers. Keep a copy with you and leave one with someone else (parents, a trusted friend, etc.)
- Engrave all electronics and other valuables with an identifying number, such as your driver's license number or student ID number.
- Secure your laptop to a stationary structure so it cannot be easily picked up and stolen. Do not keep laptops or other important valuables next to open windows - burglars will find a way to grab it.
- Never leave your valuables unattended in a public place including the library, Student Success Center, or cafeteria. Many students have items stolen when they leave them unattended, even for just a couple of minutes. If you need to leave your valuables for a few minutes, ask a trusted friend to watch your belongings while you are gone.
- ➤ If you have a vehicle, always keep the doors locked! Do not keep anything valuable in the vehicle. If you must leave something inside, make sure it is hidden from view.
- > Scan the area for loiterers or other suspicious people around your vehicle while you approach. Have your keys in hand as you are approaching your vehicle.
- ➤ Travel with as many people as possible. Always walk in well-lit, highly-populated areas, especially at night. Always be aware of those around you; have continuous awareness. Keep arms and hands as free as possible- these are your first lines of defense. Walk with confidence! Know your route! If you feel you are being followed, cross the street. If the person follows you, go to the closest area with people and ask for help.
- Do not carry excessive amounts of cash or credit cards with you while in public. Carry only what you need: adequate amount of cash, a credit or debit card, one form of identification.
- If someone tries to rob you, comply with his or her requests. It is much better to lose your money and belongings than to get injured.
- Remain in well-lit areas while waiting for public transportation and make sure at least one person knows your plans: where you are going and whom you are with.
- Most of all TRUST YOUR INSTINCTS.

Campus Crime Statistics

STUDENT RIGHT TO KNOW AND CAMPUS SECURITY ACT

Statistical Report for Period: 2011 – 2013

	Aviation Center			Ве	eloit Ce	nter
REPORTS:	2011	2012	2013	2011	2012	2013
Murder/Non-negligent manslaughter	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0
Sex offenses - Forcible	0	0	0	0	0	0
Sex offenses – Non- forcible	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Hate Crimes	0	0	0	0	0	0

The following are arrest statistics for three offense categories for the calendar year 2013 and the preceding two years.

	Aviation Center			Ве	loit Cen	iter¹
ARRESTS:	2011	2012	2013	2011	2012	2013
Liquor	0	0	0	0	0	0
Drugs	0 0 0		0	0	1	0
Weapons	0 0 0		0	0	0	

¹⁼ Beloit Center statistics include arrests on public property adjacent to the Center

Campus Crime Statistics STUDENT RIGHT TO KNOW AND CAMPUS SECURITY ACT

Statistical Report for Period: 2010 – 2013

	Center for Transportation			Cer	tral Ca	mpus
REPORTS:	2011	2012	2013	2011	2012	2013
Murder/Non-negligent manslaughter	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0
Sex offenses - Forcible	0	0	0	1	0	0
Sex offenses – Non- forcible	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Hate Crimes	0	0	0	0	0	0

The following are arrest statistics for three offense categories for the calendar year 2013 and the preceding two years.

	Center for Transportation			Cen	tral Caı	mpus
ARRESTS:	2011	2012	2013	2011	2012	2013
Liquor	0	0	0	0	0	0
Drugs	0	0	0	1	0	0
Weapons	0 0 0		0	0	0	0

Campus Crime Statistics STUDENT RIGHT TO KNOW AND CAMPUS SECURITY ACT Statistical Report for Period: 2011 – 2013

	Monroe Campus			
REPORTS:	2011	2012	2013	
Murder/Non-negligent manslaughter	0	0	0	
Negligent manslaughter	0	0	0	
Sex offenses - Forcible	0	0	0	
Sex offenses – Non- forcible	0	0	0	
Robbery	0	0	0	
Aggravated assault	0	0	0	
Burglary	0	0	0	
Motor Vehicle Theft	0	0	0	
Arson	0	0	0	
Hate Crimes	0	0	0	

The following are arrest statistics for three offense categories for the calendar year 2013 and the preceding two years.

	Monroe Campus				
ARRESTS:	2011	2011 2012			
Liquor	0	0	0		
Drugs	0 0		0		
Weapons	0	0	0		

Drug & Alcohol Abuse Education

Any student or staff member who is experiencing problems with alcohol and drugs, or who has concerns about anyone who may be abusing drugs or alcohol are encouraged to contact the Student Services office. All contacts are strictly confidential. A number of educational and awareness raising materials and events are provided throughout the college year. These may involve seminars, community awareness activities, orientation sessions, etc.

BTC Standards of Conduct and Sanctions Concerning Illicit Drugs and Alcohol

The abuse of alcohol and other drugs is an issue of major concern in our communities. BTC's efforts are aimed at the general reduction of harmful and/or illegal involvement with any drug. Specific emphasis is given to alcohol because it is the most widely used and abused drug. The abuse of alcohol contributes to many problems including sexual and other assaults (particularly date rape); group conflicts and neighborhood disturbances; problems; and much personal pain. The possession, use, and sale of alcohol is regulated at BTC in accordance with applicable provisions of state and federal law, Wisconsin Administrative Code, and District Board policies.

The possession, use, or sale of alcohol and illegal drugs on BTC premises is prohibited. BTC cooperates with local police agencies to enforce underage drinking laws and other violations related to the possession, use, and sale of alcohol. BTC students are expected to comply with all laws and District policies regarding the use of alcoholic beverages. Depending on the nature of the violation, students may face legal prosecution and/or disciplinary action in accordance with applicable laws and district policies or they may face disciplinary action including suspension, termination, and referral for prosecution. Disciplinary sanctions may also include the completion of an appropriate rehabilitation program.

State of Wisconsin and Federal Legal Sanctions

Wisconsin Controlled Substances

The Uniform Controlled Substances Act, Chapter 961 of the Wisconsin Statutes, regulates controlled substances and outlines specific penalties for the violation of the regulations. A first-time conviction for possession of a controlled substance can result in a sentence of up to two years in prison and a fine of up to \$5,000. Section 961.41(3g), Stats. A person convicted of manufacturing a controlled substance, delivering a controlled substance, or possessing a controlled substance with an intent to manufacture or deliver, can be imprisoned for up to 30 years and fined up to \$1,000,000. Sections 961.41(1) and (1m), Stats. Penalties vary according to the type of drug involved, the amount of drug confiscated, the number of previous convictions, and the presence of any aggravating factors. The distribution of a controlled substance to a minor can lead to the doubling of an authorized sentence term. Section 961.46, Stats.

Federal—Controlled Substances

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

Wisconsin—Alcohol Violations

Wisconsin has formidable legal sanctions that restrict the use of alcohol in various situations. It is illegal to procure for, sell, dispense, or give away alcohol to anyone who has not reached the legal drinking age of 21 years. Section 125.07(1)(a)(1), Stats. Every adult has a legal obligation to prevent the illegal consumption of alcohol on premises owned by the adult or under the adult's control. Section 127.07(1)(a)(3), Stats. A first-time violator of either of the above subsections can be fined up to \$500. It is against the law for an underage person to procure or attempt to procure an alcoholic beverage, to falsely represent his or her age for the purpose of obtaining alcohol, to enter premises licensed to sell alcohol, or to consume or possess alcohol on licensed premises. Section 125.07(4)(a), Stats. A first-time underage violator (a) can be fined up to \$500, ordered to participate in a supervised work program, and have their driver's license suspended or any combination of these penalties. Section 125.07(4)(bs)1.

District Board Policy on Discrimination and Harassment

At BTC, we value every member of our institution. BTC is made up of individuals of both sexes, all races, and ages. We are proud to affirm our commitment that all persons are accepted and judged as individuals, independent of ancestry, social background, physical characteristics, or personal beliefs.

Specifically, the Blackhawk Technical College District Board actively complies with all state and federal equal opportunity and affirmative action laws, rules, executive orders, and policies. *It is the policy of BTC not to discriminate in employment or against students on the basis of age, race, religion, handicap, marital status, sex, national origin, ancestry, arrest or conviction record, sexual orientation, or membership in the National Guard state defense force or any reserve component of the military forces of the United States or this state. <i>BTC also does not discriminate against students on the basis of pregnancy or parental status.* Discrimination means the difference in treatment in any service, program, course, or facility of BTC on the basis of any protected status. District policy prohibits harassment by supervisors, co-workers, and non-employees on the basis of sex, race, national origin, handicap, or any other protected status. An affirmative effort will be made to provide a harassment-free environment for employees, students, and non-employees.

The Blackhawk Technical College District has an established procedure for resolving complaints relating to discrimination, including harassment. Complaints alleging sexual harassment may

be filed directly with either the District's Affirmative Action Officer or the District's Title IX Officer. Alleged acts of discrimination may be filed directly with the District's Affirmative Action Officer. Complaints must be filed within 300 days of the action causing the complaint.

Sexual Harassment

Sexual harassment is defined as: "...any unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature...It also includes instances where such conduct is indicated to be a term or condition of an individual's academic or employment experience, used as a basis for academic or employment decisions, interferes with an individual's academic or employment performance, or creates an intimidating, hostile, or offensive academic or employment environment."

BTC does not tolerate sexual harassment. Efforts are made to provide a harassment-free environment. Complaints alleging sexual harassment may be filed with the BTC Affirmative Action Officer or Title IX Officer.

Wisconsin State Statutes on Sexual Assault

In the interest of protecting students and staff, Blackhawk Technical College requires that all students and staff should be aware of the provisions of the Wisconsin sex offense laws and the penalties.

940.225 Sexual Assault

First Degree Sexual Assault

Whoever does any of the following is guilty of a Class B felony:

- a. Has sexual contact or sexual intercourse with another person without consent of that person and causes pregnancy or great bodily harm to that person.
- b. 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 reasonably to believe it to be a dangerous weapon.
- c. 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.

Penalty for first degree sexual assault is imprisonment for not more than twenty years.

Second Degree Sexual Assault

Whoever does any of the following is guilty of a Class C felony:

a. Has sexual contact or sexual intercourse with another person without consent of that person by use or threat of force or violence.

- b. 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.
- c. Has sexual contact or sexual intercourse with a person who suffers from a 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.
- d. Has sexual contact or sexual intercourse with a person who the defendant knows is unconscious.
- e. Is aided or abetted by one or more other persons and has sexual contact or sexual intercourse with another person without the consent of that person.
- f. Is an employee of an inpatient facility or a state treatment facility and has sexual contact or sexual intercourse with a person who is a patient or resident of the facility.

Penalty for second degree sexual assault is imprisonment for no more than ten years and/or a fine of not more than \$10,000.

Third Degree Sexual Assault

Whoever has sexual intercourse with a person without the consent of that person is guilty of a Class D felony.

Penalty for third degree sexual assault is imprisonment for not more than five years and/or a fine of not more than \$10,000.

Fourth Degree Sexual Assault

Whoever has sexual contact with a person without the consent of that person is guilty of a Class A misdemeanor.

Penalty for fourth degree sexual assault is imprisonment for not more than nine months in the county jail and/or a fine of not more than \$10,000.

If an Assault Occurs

No action will be taken without your consent. If action proceeds, an investigation into the matter which may warrant internal disciplinary sanctions for rape, acquaintance rape, or other sex offenses (forcible or non-forcible). If disciplinary sanctions are imposed, they will follow either the staff disciplinary procedures as identified in the Administrative Regulations or the student disciplinary procedures found in the <u>Student Planner</u>.

Procedures for on-campus disciplinary action in cases of alleged sexual assault shall include:

- 1. The accuser and the accused are entitled to the same opportunities to have a counselor/advocate or legal counsel present during a campus disciplinary proceeding.
- 2. Both the accuser and the accused shall be informed of the outcome of any campus disciplinary proceeding brought alleging a sexual assault.
- 3. Students and staff will be informed of their options to notify proper law enforcement authorities, if they have not already done so, and the Affirmative Action officer will assist the student or staff member in contacting authorities.
- 4. Students and staff will be informed about existing counseling, mental health, or student services for victims of sexual assault, both on campus and in the community.
- 5. Students and staff will be informed about options for the available assistance in changing academic/work situations after an alleged sexual assault incident if so requested by the victim and if such changes are reasonably available.

Reporting Options

Internal

Sexual assault is traumatic. It is not unusual for the victim to feel afraid to talk with anyone after the attack. However, it is very important to seek safety and qualified assistance. Of significant importance is the preservation of evidence as may be necessary to the proof of criminal sexual assault. *Immediate assistance on campus is also available from the Student Services Office or the Affirmative Action Office*. In an emergency, call 911 or call 9-911 from a campus phone.

Police

If the assault occurs at the College, call local law enforcement. If you are not on campus, call your local police or sheriff's department. Reporting to the law enforcement agencies will assure that you will receive medical attention, will allow contact with appropriate community services, and will assist law enforcement to obtain information which may lead to the arrest of a suspect and further aid in the investigation of similar assaults. If the assault victim contacts law enforcement authorities to report the assault, the victim is not obligated to press charges or prosecute if she/he does not wish to do so. This is a personal choice.

Support Services for Sexual Assault Victims

Mercy Health System is the designated provider for sexual assault programs in Rock County. Their Sexual Assault Nurse Examiner (SANE) program is available 24 hours a day/ 7 days a week and offers a complete program for children and adults, both male and female. Individuals in need of assistance should contact Mercy's Emergency Department at 608-756-6611.

The Monroe Clinic & Hospital also offers a Sexual Assault Nurse Examiner program. Individuals should contact the Monroe Hospital Emergency Services Department at 608-324-1160.

Advocacy services are also available through the Sexual Assault Recovery Program of Rock, Green, & Lafayette Counties. The crisis line for Rock and Green Counties is 866-666-4576. They can also be reached at the following non-emergency numbers: Monroe 608-324-2444 or Beloit/Janesville 608-365-1244.

Sex Offender Registry

The Campus Sex Crimes Prevention Act (section 1601 of Public Law 106-386) was enacted on October 28, 2000, and requires sex offenders already required to register in a state to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student.

This Act also requires Blackhawk Technical College to advise the campus community where law enforcement agency information provided by a state concerning registered sex offenders who are on campus may be obtained. This information is available at the Wisconsin Department of Corrections website at http://widocoffenders.org. Click on "offender search". You can search by name (optional) or location (required).

General Information

The College prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This report is prepared in cooperation with the local law enforcement agencies serving our campuses, the Vice President of Student Services, and Campus Security Officials. Each entity provides updated information on their educational efforts and programs to comply with the Act.

Campus crime, arrest, and referral statistics include those reported to designated campus security officials and local law enforcement agencies. Each year, an e-mail notification is made to all enrolled students and currently employed staff that provides the website to access this report.

A copy of the report may also be obtained by contacting the Office of the Vice President for Student Services which is located on the Central Campus or by calling (608) 757-7713.

Current and prospective employees may obtain a paper copy of this report from the Office of the Vice President for Human Resources, which is located in the District Office Administration Building or by calling (608) 757-7773.

Fire Safety Report and Missing Student Notification Procedures

The College is a commuter (non-residential) College. Therefore, these statistics and procedures are not collected or in existence. They only apply to College's that maintain student housing.