

ANNUAL CAMPUS SECURITY REPORT WALDORF COLLEGE (2008-2009)

At Waldorf College, the safety, health and well being of our students, faculty and staff is always a priority for our community. However, a safe campus can only be maintained through the cooperation of all members of the community. Waldorf 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 of the local law enforcement agencies surrounding our campus and the surrounding area. Each year, an e-mail notification is made to all enrolled students and employees that provide the web site link access to this report. Copies of this report may also be obtained at the Office of Student Life.

This report also highlights campus safety, sexual assault and substance abuse related issues which is a part of our effort to ensure that this collaborative endeavor is effective. We hope you will read it carefully and use the information to help foster a safe and healthy environment for yourself and others on the Waldorf College Campus.

THE OFFICES RESPONSIBLE FOR CAMPUS SECURITY

The administrative area responsible for security on the Waldorf campus is the Office of Student Life located on the main floor of the Campus Center. This office works closely with Facility Services, Residence Life, Winnebago Security and the Forest City Police Department. Our contact number is 641-585-8160.

CAMPUS POLICIES TO HELP KEEP YOU SAFE

Waldorf has installed and maintains exterior lighting on the general campus around all of its buildings and parking lots to keep the campus well-lit. While maintaining an attractive campus, facilities keep shrubs and hedges low, especially in places such as around residence halls for student safety.

Our campus residence halls are fully outfitted with a proximity (student ID) card security access system. This system was implemented so that only students living on campus would be able to gain access into the residence halls. Each student identification card is specifically coded for entrance into their specific living area on campus and access is controlled by our Facilities Department computer system. It is a goal of Waldorf College to eventually implement this system throughout all the campus.

Facility Services maintains the College's buildings and grounds with a concern for safety and security. It inspects campus facilities regularly, promptly makes repairs affecting safety and security, and responds to reports of potential safety and security hazards, such as broken windows and locks. Residence Life Staff will also conduct periodic health, welfare and safety checks of all residential units. Residence Life works with facilities to insure that our fire systems are working and are up to local fire code.

To provide safety for members of the campus community and its property, Waldorf has set minimum standards of conduct (Code of Conduct) for student members of the community and for those seeking admission to our community. These guidelines defined in the Student Handbook do not replace or relieve persons from complying with the requirements of civil or criminal laws. Unlawful behavior may result in criminal prosecution as well as College disciplinary action. A preadmission review is required when facts

suggest an applicant's behavior as a student may endanger the health and safety of campus community members, jeopardize the property of the College or its members or visitors, or adversely affect the educational mission of the College.

If and when a serious crime occurs on campus which is considered to be a threat to students or employees, you are notified in a timely manner through media such as a campus e-mail, a text messaging emergency notification system and postings around campus.

The Waldorf Student Code of Conduct clearly prohibits the unlawful possession, use, or distribution of weapons, alcohol or drugs on campus or as any part of College activities. The College is committed for the welfare of students to the Drug Free Schools and Communities Act. See the Substance Abuse Policies and Procedures section of this document for more detailed information.

CAMPUS SECURITY

The College is committed to campus security that prevents or at least reduces crime. Close attention is paid to campus lighting and building security. The College employs Winnebago Security to provide campus surveillance on nights and weekends including the checking for unlocked or blocked open doors, roaming parking lots, escorting students between buildings, building lock ups and responding to calls.

WINNEBAGO SECURITY AND THE FOREST CITY POLICE

The College desires to have an environment where students, employees and visitors feel safe and secure. To that end, the College employs Winnebago Security to supervise the campus, report ways to improve campus security, and respond to issues involving safety and security. Security does not have the authority to arrest students or employees. However, Winnebago Security provides regular, uniformed foot patrol of the campus and has radio contact with its headquarters and the local police department.

Students must produce proper identification to Winnebago Security when required and cooperate with Security.

Residents, who have immediate need of assistance with emergency, safety or security issues, should contact their RA (Resident Assistant) or RHD (Residence Hall Director). If Campus Security is needed, the RHD or the on-call RHD will generally be the first contact with Winnebago Security.

Winnebago Security, the local police and our residence hall staff enjoy a good working relationship. Each calls upon the other for assistance where needed in matters involving the campus or its people. If residence hall staff or Winnebago Security is unable to handle a situation, they ask for assistance from the Forest City Police Department. If the Police Department has concerns about such things as parking in the area of the College or a potential crowd control situation, it may contact residence hall staff or Winnebago Security. Major crimes such as rape, murder, aggravated assault, robbery, and auto theft should always be reported to the local police. Joint investigative efforts by the College and the city police are used to solve any serious crimes on campus.

CRIME STATISTICS FOR THE COLLEGE

The following statistics summarize reports received in the Office of Student Life from employees, students, campus visitors, RAs, RHDs, Winnebago Security and the local police for on campus and the surrounding area. The College does not have any off campus student organizations with off campus facilities. Reporting time periods are listed below from January 1 to December 31.

<i>Crime:</i>	Number of Reports of Selected Crimes					
	2007		2006		2005	
	<i>Campus</i>	<i>Off</i>	<i>Campus</i>	<i>Off</i>	<i>Campus</i>	<i>Off</i>
Homicide						
Murder	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offenses						
Forcible	0	0	1	0	1	0
Non-forcible	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	2	2	0	0	2	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0

<i>Disciplinary action on campus for:</i>	2007	2006	2005
*Alcohol Violation	39	30	37
Drug Violation	2	2	0
Weapons Violation	2	1	1

<i>Crime:</i>	Number of Arrests for Selected Crimes					
	2007		2006		2005	
	<i>Campus</i>	<i>Off</i>	<i>Campus</i>	<i>Off</i>	<i>Campus</i>	<i>Off</i>
Liquor Law Violations	0	0	0	U/K	0	U/K
Drug Violations	2	10	1	U/K	0	U/K
Illegal Weapons Possession	0	0	0	U/K	0	U/K
Hate Crimes	0	0	0	U/K	0	U/K

On the campus, it is a violation of the schools alcohol policy to use, possess, sell, distribute, or have access to alcohol. For the 2007 year, there were 39 reported violations of this policy on campus.

In 2006 and 2005, statistics were not collected for Arrests that occurred off campus indicated by U/K-unknown.

“Off” campus for the sake of this report is the immediate vicinity surrounding campus (2 block radius) or reports from the Forest City Police Department that involve Waldorf Students that reside off campus.

WAYS STUDENTS CAN CONTRIBUTE TO A SAFE ENVIRONMENT

The vast majority of your fellow students and employees are honest. However, remember to protect yourself against the few who cannot be trusted:

- Doors are locked at night on the floors of all residence halls to limit access. For safety purposes, students should not provide access by blocking open these doors.
- When you go through a door that is locked, make sure it locks behind you.
- Report safety or security situations to your RA, RHD, or Dean of Students. For example – Dark areas, suspicious looking actions of another student or visitor. Question strangers on your floor as to their purpose for being there.
- Report suspicious strangers to the Office of Student Life. Try to provide an accurate description of the stranger(s).
- Don't walk or jog alone at night.
- Keep your room locked and don't leave large sums of money or valuables

unattended in your room or backpack around campus. Protect your checkbook and any credit cards. It is wise to leave your valuables at home.

- Heed announcements about crime occurring on campus and take proper precautions.
- Don't duplicate your room key or lend your ID or proximity card or security/room key to others.
- Only residents and their invited guests are permitted in the living areas of the residence halls. It is the responsibility of all residents to ensure that his or her guest is aware of the College and Residence Hall policies. Residents are held accountable for the guest's actions.
- Mark your property, clothing and valuables permanently in a place that is readily visible and difficult to remove. Mark textbooks in some unusual way that will aid in their identification.
- Keep an inventory of your property, how and where you marked it, as well as any manufacturer's serial numbers on the items should be included in the inventory.
- Immediately report the loss of your room keys to your Residence Hall Director.
- Report the loss or theft of any items to the Office of Student Life within 24 hours of their disappearance.

CAR PROTECTION

More than a million cars were stolen in the United States last year and over a million more were vandalized. What can you do to protect your vehicle and be safe?

- Lock your car when you leave it unattended. Eighty percent of all cars stolen were unlocked at the time.
- Always close your car windows.
- Do not leave your key in the ignition. Remember to store spare keys in your wallet, not in the car.
- Mark your stereo, hubcaps, and other auto accessories in one obvious place, and one hidden location.
- Consider obtaining special locks for wheels, gas caps, and hoods.
- Lock all valuables in the trunk.
- Check the back seat before getting into a car.
- If you witness any accident, damage or vandalism, get a description of car, people, and license number if possible. Report all suspicious behavior to the Office of Student Life or the police.
- Note descriptions of strangers, or unusual behavior in the parking areas.
- Report any parking lot lights that are out to your Residence Hall Director or Security.

FURTHER THOUGHTS ABOUT SAFETY

- Hang up on obscene phone callers quickly and quietly.
- Keep fire doors closed at all times.
- DO NOT tamper with fire safety equipment in your living unit.
- DO NOT block or prop floor or Hall security doors.
- When walking or jogging:
 - a. Always go with someone.
 - b. Stay away from isolated areas.
 - c. Try to stay near street lights.
 - d. Hold your belongings tightly, close to your body.
 - e. A front pocket is safer for a wallet than a back one.
 - f. Dress sensibly. Tight pants, clogs, or heels make movement difficult.
- If you're being followed:
 - a. Cross the street or change directions.
 - b. Keep looking back so the person knows you can't be surprised.
 - c. Go to a well-lighted area. Enter a store, house, residence hall, class room, or library-anywhere there are people.
 - d. Notice and remember as much as possible about the person so you can give a good description later.
- Keep your keys:
 - a. Do not loan keys to anyone; their carelessness may lead to

your loss.

b. Do not leave keys lying around or in unused clothing; duplicates can be made.

- When trying to describe a person, try to remember the following facts:
 - How tall
 - Type of clothing
 - Wearing glasses
 - Hair/Eye color
 - Approximate age and weight
 - Personal markings such as tattoo's, or piercings
 - Vehicle color, make, model or license plate number

HOW TO REPORT SUSPICIOUS OR CRIMINAL ACTIVITY

Students and staff are always encouraged to report violations of the law such as murder, rape, robbery, aggravated assault, burglary, and motor vehicle theft to the Forest City Police (911 or 641-585-2113) and to the Dean of Students (641-585-8161). Also, anonymous reports may be made to RHDs, Director of Residence Life or the Dean of Students. Campus Pastors and Professional Counselors when acting as such are not considered to be campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are encouraged, if and when they deem appropriate, to inform persons being counseled of the procedure to report crimes on a voluntary basis for inclusion into the annual crime statistics.

Each residence hall area is supervised by a professional Residence Hall Director (RHD). In addition, each hall is staffed by student Resident Assistants (RA). Residence Hall Directors and Resident Assistants live in the residence halls. These individuals receive appropriate instruction on safety and security, usually at the beginning of each academic year and periodically throughout the year. Residents are encouraged to report suspicious or criminal activity to RHDs and RAs.

HOW YOU CAN LEARN ABOUT CAMPUS SAFETY AND SECURITY

Each student receives a welcome packet at the beginning of the year, which includes information on safety and security. Students receive information on the Waldorf College Student Handbook and Residence Hall contract, which describes various housing and security regulations and their enforcement. In addition, campus programs as part of orientation include "Residence Living," "Substance Abuse" and "Acquaintance Rape." Each student and staff at Waldorf also receives information about Campus Security and Safety.

At the beginning of each semester, Residence Assistants discuss policies and procedures, including safety and security, with students living in the residence halls. Residents sign a residence hall contract which, like the Waldorf College Student Handbook, describes various housing and security regulations and their enforcement. Because 70 percent of Waldorf Students live in college residence halls, this brochure speaks to resources available to them in that setting. All policies and support services extend to commuter students as well.

SUBSTANCE ABUSE POLICIES AND PROCEDURES

Complying with the Drug-Free Schools and Campuses Act EDGAR (34 CFR PART 86)

At a minimum, each school must distribute to all students and employees annually:

- *Standards of conduct that clearly prohibit the unlawful possession, use or distribution of illicit drugs and alcohol on school property or as part of any school activity.*
 - *A description of the applicable legal sanctions under the local, State and Federal law for the unlawful possession or distribution of illicit drugs and the abuse of alcohol.*
 - *A description of the health risks associated with the use of illicit drugs and the abuse of alcohol.*
 - *A description of any drug or alcohol counseling, treatment, or rehabilitation or re-entry programs that are available to employees or students.*
 - *A clear statement that the institution will impose sanctions on students and employees (consistent with local, State, and Federal law), and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct.*
- The law further requires an institution of higher education to conduct a biennial review of its program to:*
- *determine its effectiveness and implement changes if they are needed.*
 - *ensure that the sanctions developed are consistently enforced.*

In compliance with the Drug-Free Schools and Communities Act Amendments of 1989, Public Law 101-226, the Board of Regents of Waldorf College has established the following policies and awareness program to ensure a drug-free campus environment for Waldorf students and employees.

Waldorf College prohibits the unlawful manufacture, distribution, dispensing, possession or use of illicit drugs and alcohol by students and employees while on the college campus or in the immediate vicinity thereof, at any college function, on any college trip, or when in any way representing the college.

FOR EMPLOYEES

As a condition of employment, employees are given a copy of the Drug-Free Workplace statement and must abide by the terms therein. In addition, employees must notify the employer of any criminal drug statute conviction no later than five days after such conviction.

The dangers of drug abuse in the workplace include, but are not limited to: personal addiction, physical and emotional injury to self and/or co-workers, and decreased job performance which could result in damage or destruction of college property.

Waldorf College recognizes its duty to address problems of drug use in such a manner as to safeguard to the greatest extent possible its capacity to carry out its educational mission with care and concern. Consequently, while discipline will be taken, the College's interest goes beyond a disciplinary response to the problem. Therefore, the College will provide educational and informational help about drugs and the danger of their use and will require the use of counseling services and/or chemical dependency services that are available.

Waldorf College shall refer for prosecution, to the proper authorities, any individual caught violating the stipulations set forth in the information presented above, and may suspend the individual with or without pay during the ensuing legal process. Waldorf also reserves the right to immediately terminate employment upon notification of a conviction of any federal or state criminal drug statute. However, under certain circumstances, in lieu of dismissal, Waldorf may choose suspension and/or mandatory counseling.

FOR THE STUDENTS

The Waldorf College living guidelines clearly prohibit the unlawful possession, use, sale, or distribution of drugs and alcohol on campus or as any part of College activities. The sanctions for violation of the College alcohol and drug policies range from \$50-\$200 fine and an educational program to required assessments, probation or possible dismissal from the college. Please refer to the Waldorf College Student Handbook for more information about living guidelines and sanctions.

In order that an environment for healthy living, study and sleep may be promoted:

- Do not possess, use, sell, distribute, or have access to any illegal drug or drug paraphernalia. (Smell, haze in a room or area and other evidence that strongly leads one to believe that marijuana or other illegal drug was present, is grounds for a search).
- Do not use, possess or have access to alcoholic beverages while on college campus or in the immediate vicinity thereof; do not purchase alcohol for minors. (Empty containers constitute possession and intoxication constitutes violation). Suspicion of a violation may result in a search and confiscation of alcohol related paraphernalia and an incident report filled out.

IOWA ALCOHOL RELATED LAWS

- Open container in public - \$175-\$250 fine
- Disorderly conduct - \$170-\$240 and/or 30 days in jail
- Providing alcohol to minor - \$500 - \$1,000 and/or 1 year in jail
- Person under the legal age consuming - \$314 fine

A SNAPSHOT OF ANNUAL HIGH-RISK COLLEGE DRINKING CONSEQUENCES

DEATH: 1400 college students die each year from alcohol-related unintentional injuries, including motor vehicle crashes.

INJURY: 500,000 students are unintentionally injured under the influence of alcohol.

ASSAULT: More than 600,000 students are assaulted by another student who has been drinking.

SEXUAL ABUSE: More than 70,000 students are victims of alcohol-related sexual assault or date rape.

UNSAFE SEX: 400,000 students had unprotected sex and more than 100,000 students report having been too intoxicated to know if they consented to having sex.

ACADEMIC PROBLEMS: About 25% of college students report academic consequences of their drinking including missing classes, falling behind, doing poorly on exams and papers, and receiving lower grades overall.

HEALTH PROBLEMS/SUICIDE ATTEMPTS: More than 150,000 students develop an alcohol-related health problem and between 1.2 and 1.5 percent of students indicate that they tried to commit suicide within the past year due to drinking or drug use.

DRUNK DRIVING: 2.1 million students drove under the influence of alcohol last year.

VANDALISM: About 11 percent of college student drinkers report that they have damaged property while under the influence of alcohol.

PEOPERTY DAMAGE: More than 25% of administrators from schools with relatively low drinking levels and over 50% from schools with high drinking levels say their campuses have a “moderate” or “major” problem with alcohol-related property damage.

POLICE INVOLVEMENT: About 5% of 4-year college students are involved with police or campus security as a result of their drinking and an estimated 11,000 students are arrested for an alcohol-related violation such as public drunkenness or driving under the influence.

ALCOHOL ABUSE AND DEPENDENCE: 31% of college students met criteria for a diagnosis of alcohol abuse and 6% for a diagnosis of alcohol dependence in the past 12 months, according to a questionnaire-based self-reports about their drinking.

(A Call to Action: Changing the Culture of Drinking at U.S. Colleges: Final Report of the Task Force on Changing Drinking)

Federal Penalties and Sanctions for Illegal Possession of a Controlled Substance, 21 U.S.C. 844(a)

1st Conviction: Up to 1 year imprisonment and fined at least \$1,000 but not more than \$100,000, or both.

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

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

Special sentencing provisions for possession of crack cocaine: Mandatory at least 5 years in prison, not to exceed 20 years and fined up to \$250,000, or both, if:

- a) 1st conviction and the amount of crack cocaine exceeds 5 grams.
- b) 2nd crack conviction and the amount of crack possessed exceeds 3 grams.
- c) 3rd or subsequent crack conviction and the amount of crack possessed exceeds 1 gram.

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

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

21 U.S.C. 844a: Civil fine of up to \$10,000 (pending adoption of final regulations).

21 U.S.C. 853a: Denial of Federal benefits, such as student loans, grants, contracts, and professional and commercial licenses, up to 1 year for first offense, up to 5 years for second and subsequent offenses.

18 U.S.C. 922(g): Ineligible to receive or purchase a firearm.

Revocation of certain Federal licenses and benefits, e.g. pilot licenses, public housing tenancy, etc., are vested within the authorities of individual Federal agencies.

EFFECTS OF ALCOHOL

Alcohol consumption causes a number of marked changes in behavior. Even low doses can significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increase the incidence or variety of aggressive acts. Moderate to high doses of alcohol cause marked impairments in higher mental functions, altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects described. Sudden cessation of alcohol intake for the addicted person is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life-threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage of vital organs such as the brain and the liver. Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk than other children of becoming alcoholics.

RISKS TO SELF FROM SUBSTANCE ABUSE

Physical/Mental Risks

Injuries (accidents, fights)
Damage to heart, liver, brain, and digestive track
A contributing factor to cancer of mouth, throat, liver and stomach
Malnutrition due to poor eating habits
Fatigue
Hangovers (headaches, vomiting)
Blackouts (periods of memory loss)
Decreased mental alertness
Decreased muscle coordination

Behavioral Risks

Mood swings (can result in feelings of euphoria, depression, fear, anxiety, etc.)
Aggressive/impulsive actions (can result from uncontrolled anger)

Societal Risks

Relationship problems with family and friends
Legal problems – police arrests are lifetime records
Financial problems
Loss of job- careers are sometimes ruined
Reputation damage

Academic Risks

Absenteeism or poor attendance results in poor grades or failure
Poor concentration abilities and decreased academic motivation
Poor performance in sports, theatre and music due to reduced mental alertness and muscle coordination

RISKS TO OTHERS AS A RESULT OF SUBSTANCE ABUSE

- Verbal, emotional and physical abuse increased
- Injuries as a result of assaults, vehicle accidents, brawl, etc.
- The unborn children suffer when born with drug addiction and fetal alcohol syndrome
- Family stress – parents, children and spouses suffer because of broken relationships.
- Break-up of relationships with significant others.

RISKS TO PROPERTY AS A RESULT OF SUBSTANCE ABUSE

- Vandalism on campus is increased
- Crime on campus is increased
- Economic loss results from repairs and replacements of destroyed or damaged property is increased
- Common area damage in cases where offender is not identified and there is direct out of pocket expense for residents is increased

RESOURCES

The following materials are available from the National Institute of Alcohol Abuse and Alcoholism (NIAAA) by mail or through the NIAAA Web site (www.collegedrinkingprevention.gov):

Task Force Report

- A Call to Action: Changing the Culture of Drinking at U.S. Colleges
- Final Report of the Task Force on Changing Drinking Panel Reports

- High-Risk Drinking in College: What We Know and What We Need to Learn. Final Report of the Task Force on College Drinking's Panel on Contexts and Consequences.
- How to Reduce High-Risk College Drinking: Use Proven Strategies, Fill Research Gaps. Final Report of the Task Force on College Drinking's Panel on Prevention and Treatment.

Brochures

- What College Presidents Need to Know About College Drinking
- What Parents Need to Know About College Drinking
- What Peer Educators and Resident Advisors (RAs) Need to Know About College Drinking

Waldorf College Resources

- Counseling Office: Jim Amelsburg (641) 585-8461
email: amelsburgj@waldorf.edu
- Health Services: Mary Mathiasen, RN (641) 585-8157
email: mathiasem@waldorf.edu
- Campus Ministry Office: Pastor Charlene Cox (641) 585-8166
email: cox@waldorf.edu
- Office of Student Life: Dean of Students, Jason Ramaker, (641) 585-8161
email: ramakerj@waldorf.edu

Online Resources

- National Institute on Alcohol Abuse and Alcoholism
www.niaaa.nih.gov
- NIAAA Leadership to Keep Children Alcohol Free
www.alcoholfreechildren.org
- Centers for Disease Control and Prevention
www.cdc.gov
- National Highway Traffic Safety Administration
www.nhtsa.dot.gov
- Substance Abuse and Mental Health Services Administration
www.samhsa.gov
- U.S. Department of Justice
www.usdoj.gov
- U.S. Department of Education
www.ed.gov
www.edc.org/hec

Off-Campus Resources

- Prairie Ridge Addiction Treatment Services
320 N Eisenhower, Mason City, IA 50401
(641) 424-2391
- North Iowa Mercy Health Center
1000 4th St. SW, Mason City, IA 50401
(800) 433-3883
- Mercy Family Clinic – Forest City
635 Hwy 9 East, Forest City, IA 50436
(641) 585-2904
- Albert Lea Medical Center – Mayo Health System
404 Fountain St., Albert Lea, MN 5007
507-373-2384
- National Substance Abuse Helpline
1-800-662-4357

SEX OFFENSES POLICY

DEFINITION

Waldorf College is committed to maintaining an academic environment free from any form of sex offenses. Sexual assault involves any act of forced, coerced, or non-consensual sexual intercourse or sexual contact. An individual is unable to give informed consent if they are asleep, intoxicated, unconscious, or in some other way physically or emotionally unable. Sexual assault is also the term used to define any unwanted touching of an intimate part of another person. Sexual assault can occur against males and females, regardless of sexual orientation, race, class, religion, age, or disability.

Acquaintance rape is a form of sexual assault that includes manipulation within a relationship. This manipulation includes using acquaintance to gain trust and take advantage of the victim's vulnerability. Acquaintance rape includes:

- having sexual relations against the victim's will and without the victim's consent
- having sexual relations with someone who is drunk or high and therefore unable to give consent
- using physical force or threats of physical force to coerce the victim into sexual relations
- using emotional manipulation and/or threats to coerce the victim into sexual relations

FREQUENCY AND PREVALENCE

A sexual assault is reported about once every six minutes in the United States. Reported assaults represent only a fraction of the rapes that actually occur. In a national survey of college students, 90 percent of the victims never reported their assaults to the police; therefore, the frequency of an assault is grossly underestimated in law enforcement statistics.

College students of traditional age are vulnerable to being victims of sexual assault. The new setting coupled with sexual impulses and peer pressure may lead to dangerous experimenting with new freedoms. Acquaintance rape is prevalent on college campuses. Acquaintance rape refers to the fact that the victim knows the assailant prior to the rape. The assailant may be a friend or significant other or someone who knows the victim from living in the same residence hall or having a class together.

Most sexual assaults involve the use of alcohol by both the assailant and the victim. The mood-altering effects of alcohol reduce inhibitions, as well as the ability to assess dangerous situations and safeguard one's self. Sexual contact when the victim is intoxicated is sexual assault because a person is unable to give informed consent when drunk. Intoxication of the assailant does not diminish responsibility.

EMERGENCY PROCEDURES AND REPORTING OPTIONS

In the case that a sexual assault or sex offense occurs, the student has the option of notifying any or all of the following: residence life staff, counseling center staff, the Dean of Students, or the Forest City Police. Although the choices about who is notified rest solely with the accuser, he/she is encouraged to take the steps listed below. In the event that the accuser is physically or psychologically unable to make her/his own decisions, normal emergency medical and psychological procedures will be followed, including taking the victim to the hospital and calling a member of the Waldorf College counseling staff.

The following steps are those which Waldorf College encourages all victims to consider:

1. In order for the victim to feel supported, the victim is advised to immediately contact a friend, Resident Assistant (RA), Residence Hall Director (RHD), the Waldorf College Counseling Center staff, the Waldorf College Nurse, College faculty or staff, or someone with whom they feel safe.

2. In order to protect an individual's own health and to attend to any injuries, possible pregnancy, or infections (such as sexually transmitted diseases) that may arise from an assault, the victim is advised to seek medical attention at Hancock County Memorial Hospital in Britt, Mercy Medical Center-North Iowa hospital in Mason City, or another hospital of the victim's choice. Emergency room personnel are trained in the collection of physical evidence, which will be helpful and necessary if a person should choose, then or at a later time, to utilize the legal avenues available in prosecuting her/his case.

3. In order to preserve all evidence, the victim is advised to not change clothes, shower, bathe, or douche and if possible, to not urinate. In addition, victims are advised to save all clothing, linens, or other items that may have been touched by the assailant so that they may be given to the Forest City Police for evidence. All physical evidence, including seminal fluids, hair, blood types, and scrapings of flesh from the victim's fingernails may be used in Court.

4. In order to collect evidence and solicit clear recollections of facts and events, the victim is advised to contact the Forest City Police immediately following an assault. Institutional employees will assist the victim in notifying the authorities, if the student requests the assistance of these personnel. Once the assault is reported to the police, if the evidence warrants such action, the police will file charges.

5. In order to assure that the victim and other potential victims have a safe campus environment after an incident, the victim is advised to alert the appropriate administrative personnel of the College of the assault as soon as possible. At Waldorf, this official is the Dean of Students. Reporting a sexual assault does not commit a victim to filing a complaint with the College. The information will be kept confidential to the fullest extent permitted by law. Incidents of sexual assault may be reported by the victim, or by another person who shall serve as a liaison with the Office of Student Life. The liaison could be any faculty, administrative or professional staff member at Waldorf. This person may assist the victim during any investigative proceedings. If the victim wishes, action will be taken to insure her/his safety. These actions could include: relocation to another room or residence hall, changing of room locks, contacting professors, adjusting class schedules, and assisting with filing a legal protection order against an assailant. The victim is advised to consider whether he/she wishes to file a formal complaint with College authorities.

6. In order that the victim receives the confidential help and emotional support necessary to cope with the incident, the victim is advised to utilize as many of the following services as will be helpful: the Waldorf Counseling Center, the Waldorf Health Service, Office of Student Life, Campus Pastor, the Mason City Sexual Assault Center, and the Iowa Coalition for Sexual Abuse.

JURISDICTION

Waldorf College reserves the right to pursue adjudication of an incident of sexual assault apart from, and independent of, any legal recourse a student might choose. An individual who decides against filing a criminal complaint does not relinquish the right to an institutional investigation. Sanctions which might be imposed on an assailant by the College are not predicated upon, or limited to, those which might be administered through a court of law. The College makes no attempt to shield members of the Waldorf community from the law, nor does it initiate involvement in legal proceedings against a member of the community. Membership in the Waldorf community does not exempt anyone from local, state, or federal laws, but rather imposes the additional obligation to abide by all of Waldorf's policies.

Waldorf College also reserves the right to hold its students and employees accountable for acts of sexual assault at all times and places. The jurisdiction of the Waldorf College Sexual Assault Policy includes all campus property, as well as any College sponsored event which takes place off-campus (i.e. athletic event, concert tour, trip, conference, or retreat). The jurisdiction of this policy also includes any conduct which occurs off campus which is deemed to have a negative impact on the campus.

COLLEGE HEARING PROCESS AND DISCIPLINARY SANCTIONS

When a report of a sexual assault is filed with the Student Life Office, the following hearing procedure will be followed:

1. The Dean of Students will make an in-depth investigation, which will include the solicitation of written statements from both the accused and the accuser and personal interviews with each party (and others who might provide pertinent information). The accuser and accused are entitled to the same opportunities to have others present during disciplinary proceedings.
2. At the accuser's discretion and only with her /his permission, notification will be given to pertinent professors that an individual may be missing classes, assignments, etc.
3. The decision will be rendered by the Dean of Students regarding the merit of the allegations, the judicial process and any sanctions that will be imposed by the institution.
4. Both the accuser and the accused will receive written notification of these findings and of the sanctions imposed.
5. Because of the sensitive and unique nature of sexual assault and sex offense cases, any appeal of disciplinary decisions (either by victim or by the alleged assailant) may be made only to a special five member Appeal Panel. The members of this panel will include two faculty and two students trained in the area of sexual assault.
6. Sanctions may include but are not limited to any of the following: loss of housing contract, restitution, counseling, probation, relocation, suspension or expulsion

RIGHTS OF THE ACCUSER AND THE ACCUSED IN SEX OFFENSE CASE

In an effort to be sensitive to the needs of a victim of sexual assault, the following are basic rights to which every victim is entitled.

1. The right to be believed. Waldorf College and its staff are committed to listening to your situation and to take your complaint seriously.
2. The right to safety. If you feel you continue to be in a dangerous situation, Waldorf personnel will work with you to insure your safety.
3. The right to not be academically penalized. At your discretion (and with your consent), contact will be made with your professors to explain absences from class, missed assignments, etc.
4. The right to advocacy. Waldorf College offers staff members (Campus Counselors, College Nurse, Campus Pastor, and Residence Hall Directors) who are available to work as your advocate through judicial and recovery processes.
5. The right to confidentiality. All matters regarding sexual assault will be handled in a confidential and respectful manner.

IF YOU KNOW SOMEONE WHO HAS BEEN THE VICTIM OF SEXUAL ASSAULT

If you know someone who has been the victim of sexual assault, the following are suggestions of things that you can do to help.

1. Be supportive. Give the person the opportunity to express and talk about her/his feelings, fears, and reactions as he/she chooses.
2. Encourage the individual to seek medical attention as soon as possible. It is important to encourage an individual not to bathe, wash, or change clothes immediately following a sexual assault before seeking medical attention. Seeking medical attention is both to safeguard the health of the victim and to preserve valuable evidence should he/she decides to report the attack and prosecute the assailant.
3. Suggest that the individual talk with someone trained to help sexual assault victims. The list of on-campus and off-campus resources can be found at the end of this document.

4. Encourage the individual to report the assault to both the Forest City Police Department and the Waldorf College Dean of Students.

EDUCATION AND PREVENTION PROGRAMS

Waldorf College takes very seriously the important role which education and prevention programs play in a safe campus environment. The College is committed to providing this type of programming for its community. This commitment is exemplified through an acquaintance rape/sexuality seminar during new student orientation, acquaintance rape prevention programming, the Waldorf College Sexual Harassment Policy, the Waldorf College Sexual Assault Policy, and the Student Handbook.

REPORTS

Waldorf College believes that a well informed community can better prevent the incidence of sexual assault. The Office of Student Life will give timely notice to the Waldorf community when an assault or attempted assault is reported on campus so that the community can take appropriate steps to prevent this type of activity in the future. The name of the victim will not be released by the Dean of Students in any notifications to the community members informing them of information pertaining to the offense. Also, such notifications will not include information that would cause the victim to be identified. Thus, the College will strive to balance its concerns for the privacy of victims of sexual assault with its duty to warn members of the Waldorf community when serious crimes are reported.

An annual report of the number of sexual assaults on campus will be prepared. Both the timely notice and the annual report are required components of the Student Right-to-Know and Campus Security Act. Individuals convicted of sex crimes are required to register with the law enforcement agencies. Information may be obtained about registered sex offenders on the Waldorf College web site under the Student Life section.

RESOURCES

The following individuals and agencies can be contacted for assistance in the event that a sexual assault occurs. The decision of who is called rests solely with the victim, although the College encourages victims to follow the emergency procedures detailed earlier in this policy in the section entitled, Emergency Procedures and Reporting Options.

On-Campus:

Student Life

641-585-8160

Counseling Services

641-585-8160

Dean of Students

641-585-8161

Director of Residence Life

641-585-8162

Residence Hall Directors

Ext. 8727, 8728, 8729

Residence Hall Directors

(evenings and weekends)

641-590-4318

Health Services

641-585-8157

Campus Ministry

641-585-8166
Winnebago Security
641-585-6801

Off-Campus:

Emergency
9-911
Counseling, Crisis Intervention Health and Human Services
9-211
Forest City Crisis Intervention Services
641-585-1050
Forest City Police
641-585-2113
Forest City Fire Department
641-585-2113
24 Hour Crisis Intervention Services
641-424-9133
Mercy Family Clinic-Forest City
641-585-2904
Hancock County Memorial Hospital (Britt)
641-843-3801
Mercy Medical Center - North Iowa (Mason City)
641-422-7000
Winnebago County Health Department
641-585-4763
Hancock County Health Services
641-843-5000
National Domestic Violence Hotline
1-800-799-7233
National Substance Abuse Helpline
1-800-662-4357

IN CASE OF EMERGENCY

**Student Life
Campus Center # 641-585-8160**

Your Residence Assistant

Your Residence Hall Director

FOREST CITY POLICE 641-585-2113

EMERGENCY 9-911

