Annual Security Report
&
Annual Fire Safety Report

DSU
DAKOTA STATE

Fall 2014

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INTRODUCTION
Dakota State University is committed to the safety and security of our students, employees and visitors. Campus personnel, including a night watchman, monitor the campus and work closely with the Madison Police Department in enforcing community, state, and federal laws, and providing education and prevention programs.

This report includes campus crime statistics and critical campus safety information such as policies, crime prevention, crime reporting, and resources to aid you in becoming more safety-minded. Statistics are reported for students attending the Madison campus and for DSU students attending the University Center (UC) campus in Sioux Falls. Students attending the UC campus should familiarize themselves with security procedures at that facility (see http://sduniversitycenter.org/studentservices/publicsafety/).

JEANNE CLERY REPORT BACKGROUND
This report is prepared in cooperation with the Office of Student Affairs, the DSU Physical Plant, local law enforcement agencies, and campus security authorities. A campus security authority is recognized, under federal policy, as an individual responsible for appropriately communicating potential Clery Act incidents. At DSU, individuals with responsibility for campus security include officials with significant knowledge and/or oversight of student events and activities, and campus life. These include but are not limited to:

- Resident Assistants
- Residence Hall Directors
- Director of Residence Life
- Vice President of Student Affairs/Dean of Students
- Associate Vice President of Student Affairs
- Title IX Coordinator or any Title IX Deputy
- Athletic Director
- Director of Student Activities
- Faculty/Staff Advisor to a Student Organization
- Student Support/Wellness Counselor

(When acting in a professional counselor capacity, an official may not be considered a campus security authority.)

The Vice President of Student Affairs/Dean of Students Office serves as the primary resource on educational efforts and programs. A campus committee consisting of Student Affairs representatives and the Title IX Coordinator meet to review the ASR statistics and compile the report. Campus crime, arrest and referral statistics include those reported to designated campus officials, and other local law enforcement agencies. Annual notification on the availability of this report is made via e-mail to all enrolled students, faculty, and staff. Notification on the availability of this report is made via a link on the DSU web page (www.dsu.edu) and comment made in person to students and parents during Discover DSU Days as well as within the packet of information provided by the Admissions Office during any student visit to campus for perspective students. Information will be included in the benefits packet of information distributed by the Human Resources Office for prospective employees. A paper copy of this report may be obtained by contacting the Office of Student Affairs at 605-256-5124.
The Clery Act requires the University to define its geographical borders for the purpose of crime reporting. The borders are defined in three distinct ways:

1. On campus-any building or property owned or controlled by the institution within the same reasonably contiguous geographic area.

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

3. Non-campus buildings-any building or property owned or controlled by an institution that is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

**DSU ON-CAMPUS BORDERS:**

NE 6th St. on the south  
Egan Ave. on the west  
NE 8th St. on the north  
Washington Ave. from NE 6th St. to NE 11th street on the east  
NE 11th St. from Washington Ave. to N Summit Ave.  
N Harth Ave. from NE 8th St. to NE 11th St.  
NE 8th St. from Washington Ave. to N Lincoln Ave.  
N. Lincoln Ave. from NE 8th St. to NE 7th St.

**DSU NON-CAMPUS BUILDINGS:**

Stahl-Phillips House (President’s House)  
1022 NE 9th St  
Kringen Alumni and Foundation Center  
325 NE 2nd St & 320 NE 1st St  
International House  
620 N Lee Ave
TIMELY WARNINGS

In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, Dakota State University issues timely warning reports to notify the campus community of Clery Act crimes that the University determines represent a serious and ongoing threat to the campus.

The University may distribute timely warning reports using a variety of means, including e-mails, text-messages, flyers, DSU website and the Campus Emergency Notification System (EverBridge).

Anyone with information about a potential Clery Act crime that may warrant the issuing of a timely warning should immediately contact 605-256-5124, Monday-Friday, 8:00am-5:00pm, 605-480-3348, 8:00pm-4:00am daily or 9-911 anytime from an on-campus landline phone or 911 from a cellular phone. Reporting individuals may also provide information on line at: http://www.dsu.edu/hr/feedback.aspx.

A. What circumstances require issuing a timely warning?

Timely warnings are issued on a case-by-case basis for Clery Act crimes reported to campus officials that pose “serious and ongoing threats” to students and employees on campus or in the immediate campus community. In deciding whether to issue a timely warning, the University considers all of the facts surrounding the incident such as the nature of the crime, the continuing danger to the campus community and the possible risk of compromising law enforcement efforts. Incidents that may result in issuing a timely warning include the following Clery Act crimes:

- Murder
- Criminal homicide
- Negligent manslaughter
- Forcible sex offenses
- Non-forcible sex offenses
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson

B. When will timely warnings be issued?

The University will issue a timely warning as soon as it determines there is a serious and ongoing threat to students or employees on campus and/or in the immediate campus community.

C. What department or individual is responsible for issuing the timely warning?

Any member of the Dakota State University Vice President Council or the University President or their designee is responsible for preparing and distributing timely warning reports.

D. What is included in a timely warning?

- A brief statement of the incident
- Possible connection to other incidents, if applicable
- Physical description of the suspect, if available
- Composite drawing of the suspect, if available
- Date and time of the incident
- Other relevant information
E. Confidential reporting procedures
If you are the victim of or witness to a crime and do not want to pursue action within the university system or the criminal justice system, you may still want to consider making a confidential report. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the University can keep accurate records of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution and may result in a timely warning report.

LOCAL LAW ENFORCEMENT
The City of Madison employs 10 law enforcement officers based out of City Hall at 116 W. Center Street. Madison is also the headquarters for the Lake County Sheriff’s Office, which is located in the Public Safety Building at 219 NE First Street. Dakota State University does not employ a certified security officer with arrest power. However, Dakota State University contracts with the Madison Police Department to provide professional services listed below.

- Offenses by students or others on institution property where police take the lead
- Investigation of critical incidents occurring on institutional property
- Notification of State’s Attorney Office
- Serious incidents in the community
- Reporting, evaluation and investigation of disturbing behavior
- Collaboration and training

To obtain information regarding the Memorandum of Understanding (MOU) between these two parties, contact the Vice President of Student Affairs/Dean of Students. On occasion, DSU will contract with the Madison Police Department (via a MOU addendum) to monitor specific campus activities.

Each member of the campus community has the responsibility to immediately and accurately report actions on the part of any person(s) taking place on campus which violate either University regulations or local, state or federal law. The report should be made to a DSU campus security authority.

Campus security includes services of a night watchman locking doors, checking buildings and tending boilers. This individual will report any suspicious activity to local law enforcement in a timely fashion.

The night watchman can be reached by cellular phone (605-480-3348) during his working hours of 8:00 pm to 4:00 am, seven days a week. Individuals wishing to be escorted across campus after dark can contact the night watchman for assistance.
Important contact information includes the following:

<table>
<thead>
<tr>
<th>Contact Information</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Campus Night Watchman (cell phone)</td>
<td>605-480-3348</td>
</tr>
<tr>
<td>Emergency Dispatch Service (medical, crime or fire reporting)</td>
<td>911</td>
</tr>
<tr>
<td></td>
<td>(or 9-911 from an on-campus phone)</td>
</tr>
<tr>
<td>Madison Police Department</td>
<td>605-256-7531 (non-emergency)</td>
</tr>
<tr>
<td>116 W. Center Street</td>
<td></td>
</tr>
<tr>
<td>Madison Volunteer Fire Department</td>
<td>605-256-7523 (non-emergency)</td>
</tr>
<tr>
<td>200 SE Third Street</td>
<td></td>
</tr>
<tr>
<td>Lake County Sheriff’s Office</td>
<td>605-256-7615 (non-emergency)</td>
</tr>
<tr>
<td>219 NE First St</td>
<td></td>
</tr>
<tr>
<td>SD Highway Patrol</td>
<td>1-800-637-3255 (non-emergency)</td>
</tr>
<tr>
<td>5316 W. 60th St North</td>
<td></td>
</tr>
<tr>
<td>Sioux Falls, SD 57107</td>
<td></td>
</tr>
</tbody>
</table>
EMERGENCY RESPONSE WARNING AND EVACUATION PROCEDURES

During an emergency situation on campus, the Office of the President and designated officials will be alerted. A chain of command has been established in the event the president is unavailable. The DSU Incident Management Team will work with local law enforcement to confirm the situation. Upon confirmation of an emergency affecting campus, the team will immediately initiate a notice to the entire campus via the Campus Emergency Alert System (EverBridge), which is available to all students and employees. This service allows DSU to send emergency alerts to cell phones, landlines, and campus and/or personal emails. More information about the Campus Alert System, including detailed registration information, may be found at http://www.dsu.edu/campus-alert.aspx. In the event the emergency may affect the larger community, the Office of Public Information will notify the proper media outlets. (See also DSU Policy 01-60-00 Crisis Communication, http://www.dsu.edu/about/policies/administrative/01-60-00.pdf.

The DSU Incident Management Team will determine the content of the notification and initiate the campus alert system to the appropriate parties, unless issuing the notification will, in the professional judgment of the responsible authorities, compromise efforts to assist the victim or to contain, respond to, or otherwise mitigate the emergency. DSU will test the emergency procedures annually. Hostile person(s) procedures are addressed on page nine of the DSU Residence Life Handbook and fire evacuation procedures on page eight.

Dakota State University has established the EMERGENCY OPERATIONS PLAN (EOP). This plan outlines relationships with local and state disaster services, describes warning systems, defines essential disaster services, and identifies responsibilities for various segments of the campus community. It provides Dakota State University with a systematic approach for solving problems created by the threat or occurrence of any type of disaster or emergency.

In any disaster situation, the University expects to make full utilization of its resources to meet its needs and to call upon outside agencies when University resources are or become inadequate.

The major goals of the Plan are the preservation of life, the protection of property and continuity of academic and business operations.

The overall objective is to ensure the effective management of emergency efforts involved in preparing for and responding to situations associated with emergencies. Specifically this will include:

- Manage the care of persons and their movement.
- Minimize the risk of property loss.
- Collecting, evaluating and disseminating damage information and other essential data.
- Establishing priorities and adjudicating conflicting demands for support.
- Activating and using communication systems.
- Disseminating community warnings and alerts.
- Managing the movement and reception of persons in the event an evacuation is ordered.
- Request and allocate resources.
- Responding to requests for resources and other support.
- Coordinate mutual aid.
- Prepare and release information to media outlets.
- Re-establish normal campus operations.
No amount of planning can provide for all contingencies. Because of the unpredictable nature of disasters, success cannot be guaranteed. The guidelines need flexibility. The unique nature of a disaster situation will determine what actions are ultimately taken; there will need to be ongoing planning, exercising and development.

Furthermore, Dakota State University implements a Continuity of Operations Plan (COOP) to establish policy and guidance to ensure the execution of the mission-essential functions for the DSU campus in the event that an emergency threatens or incapacitates operations. The following scenarios would likely require the activation of the DSU COOP:

- The primary facility or any other essential facility of the DSU campus is closed for normal business activities as a result of an event or credible threat of an event that would preclude access or use of the facility and the surrounding area.
- The area in which the primary facility or any other essential DSU facility is located is closed for normal business activities as a result of a widespread utility failure, natural disaster, significant hazardous material incident, civil disturbance, or terrorist or military threat or attack.

In the beginning of each fall and spring semester, the DSU Residence Hall staff conducts fire drills in each of the residence halls. After each fire drill, the residence hall director in each residence hall sends a fire drill follow-up report to the Director of Residence Life. On page eight of the DSU Residence Life Handbook, it is publicized that a minimum of one fire alarm drill will be conducted at the start of the semester and that all residents are expected to fully cooperate with staff in order to evacuate the hall during these drills.

Madison law enforcement utilizes an email based communication system to update the citizens of the area on routine public safety issues and/or potential criminal activity or threats. Individuals can register to receive updates at http://www.cityofmadisonsd.com/index.asp?Type=DYNAFORM&SEC={4B49F06C-C1C9-404B-B5A8-207EE139A09A}. 
REPORTING A CRIME / SUSPICIOUS ACTIVITY

Whether a victim or a witness to a crime, students, employees, and visitors are encouraged to report all crimes and public safety related incidents in a timely manner. To report a crime in progress or an emergency on the DSU campus, call 911 (or 9-911 if using a campus phone). To report a non-emergency security or public safety related matter, residence hall students should contact the Resident Assistant on-call cellular phone at (Emry, 605-291-9213; Higbie, 605-291-9602; Richardson, 605-291-9930; Zimmermann, 605-291-9959; 8-Plex, 605-291-9335).

Other contacts include:

- Director of Residence Life – Student Union – 605-256-5146
- Associate Vice President of Student Affairs – Heston Hall – 605-256-5123
- Vice President of Student Affairs/Dean of Students – Heston Hall – 605-256-5124
- Title IX Coordinator – Heston Hall – 605-256-5129
- Title IX Deputies and Campus Security Officials – see Title IX Website for various locations and numbers - http://www.dsu.edu/hr/index.aspx

Non-residential students and/or employees should contact the Physical Plant at 605-256-5222, or the night watchman after hours at 605-480-3348.

If assistance is required from the Madison Police Department or the Madison Volunteer Fire Department, university officials will contact the appropriate unit. If a sexual assault or rape should occur, staff on the scene will offer the victim a wide variety of services.

Crimes should be reported to university officials to ensure inclusion in the annual crime statistics report and to aid in providing timely warning notices to the community, when appropriate.

Confidential Reporting of a Crime: If you are a victim of or witness to a crime and do not want to pursue action within the DSU code of conduct system or with local law enforcement, you may opt to make a confidential report. The purpose of the confidential report is to comply with the desire to keep information confidential, while taking steps to ensure the future safety of DSU students and staff. With such information, DSU can keep accurate records of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. DSU follows the South Dakota Board of Regents Policy 1:17 (Sexual Harassment Policy), 1:17.1 Prevention of Sexual Assault, Domestic Violence and Stalking and 1:18 (Human Rights Complaint Procedures) for reporting of crimes in a confidential manner regarding harassment, discrimination and sex crimes. Situations involving other crimes can also be reported using these forms:

An online reporting form allowing confidential reporting is now available at: http://www.dsu.edu/student-life/student-affairs/student-feedback-form.aspx

Title IX reporting may be made at: http://www.dsu.edu/hr/feedback.aspx

The Student Development Office offers students the opportunity to talk privately about personal, academic, or other concerns in a safe, confidential setting. After initial consultations with a campus professional counselor, some students may be referred to other professional counseling resources. Under the Clery Act, “professional counselors” such as the counselors in the Student Development Office, when acting in their professional capacity, are not considered to be campus security authorities and are not required to report
crimes for inclusion into the annual disclosure of crime statistics. They are encouraged, if and when appropriate, to inform students being counseled of the option to report crimes on a voluntary basis for inclusion in the annual crime statistics report. Dakota State University does not employ an official pastor; however, there is access to visiting pastors on-campus. When acting in their official capacity, they are not considered to be campus security authorities and are not required to report crimes for inclusion into the annual disclosure of crime statistics.

MISSING STUDENT NOTIFICATION

**Reporting a Student as Missing:** Any person may report a university student as missing by filing a report with the DSU Vice President of Student Affairs/Dean of Students or any campus security authority. It is not necessary to wait until the student has been missing for 24 hours before making a report. For purposes of this policy, a student is missing when the student’s whereabouts are unknown and unexplained for a period of time that would be regarded as highly unusual or suspicious by persons familiar with the student’s plans, habits or routines.

**Institutional Response:** Upon receipt of a missing student report, student affairs or campus security personnel will promptly attempt to locate the student on campus or at other sites controlled by the university.

1) Initial efforts to contact students will involve telephone or other electronic communications.
2) If unable to contact the students by electronic means, university personnel will attempt to contact the students at their lodgings on the campus or in the municipal limits of the city where the university is located.
3) If students who reside in university controlled residences do not respond to electronic contacts or to knocking on their doors, student affairs personnel may enter the students’ rooms in order to assess the condition of the room and to look for visible personal property (e.g. wallet, keys, cellular phone or clothing) that might provide clues as to whether the student has taken an extended trip or other planned absence from the residence hall. If the initial investigation is being undertaken by campus security officers, they will either request that student affairs personnel enter student rooms or they will obtain search warrants.
4) University personnel may pursue such additional or other investigative activities as are reasonable under the circumstances.
   a) If the university determines that the student has been missing for a period of 24 hours or if it cannot locate the student and it determines that the student appears to be missing, the university will immediately notify local law enforcement agencies that the student is missing.
   b) When the university notifies local law enforcement agencies, it will also notify such persons as the student may have designated pursuant to 4(A), below, that the student is missing.

   1) In the case of unemancipated students under the age of 18, the university will notify the students’ custodial parents or legal guardians. The university will determine whether circumstances suggest that others living, working or participating in activities at the university may be in danger, and if it determines that such a danger may exist, it will warn the campus.

**Publication of this Policy:** Each university will publish this policy electronically through websites designed to convey emergency or law enforcement information, will incorporate its provisions into student handbooks, resident life or similar publications, and will otherwise assure that students know, or should know, of its provisions.
**Students’ Option to Identify Persons to Be Informed:** At the time that a student is accepted as a resident in university controlled housing, the student will be given an opportunity to designate an individual to be notified pursuant to this policy in the event that the student becomes missing.

1) Students will be provided confidential means to designate such individuals and to update their designations.
2) Such contact information will be registered and held as a confidential student record.

Unemancipated students under the age of eighteen will be informed that, in the event that they become missing, the university will notify a custodial parent or legal guardian pursuant to this policy. Source: BOR, August 2009.

**ACCESS TO CAMPUS FACILITIES**

During regular business hours, university buildings (with the exception of residence halls) are open to students, employees, and the general public. During non-business hours, access to all university facilities is by hard key (if issued), by university ID card, or by admittance via biometric device access. Security cameras are installed in several of the academic buildings and in all residence halls. A review of campus safety issues is conducted annually by the Physical Plant staff and additional staff where necessary.

All main entrances to residence halls are locked down 24/7. Building access occurs through one main entrance; all other exterior doors are considered emergency exits only. Only those students assigned to a specific hall have hard key or university ID card entrance rights to their hall and hard key entrance rights to their room. Guests are required to be met at the front entrance and escorted through the hall during their stay. Residents are responsible for their guests at all times while present in the hall. Cohabitation is not allowed longer than two consecutive nights. Residents are encouraged to lock their rooms when they are not occupied. Emergency numbers are posted on the information board located near the main entrance to each floor.

Dakota State University prohibits firearms and other items defined as dangerous weapons on institutional premises, including both facilities and grounds. For more details and/or exceptions to this policy, please see DSU Policy 01-81-00 DSU Weapons Policy at [http://www.dsu.edu/about/policies/administrative/01-81-00.pdf](http://www.dsu.edu/about/policies/administrative/01-81-00.pdf).

**SECURITY CONSIDERATIONS IN THE MAINTENANCE OF CAMPUS FACILITIES**

The Physical Plant is responsible for facility maintenance, custodial, grounds, mail, parking, fleet vehicles and some construction services. The safety of students, employees, and visitors is a matter of highest priority for the Physical Plant and university.

Campus security includes the service of a night watchman who locks doors, checks buildings and tends to boilers. Building checks are monitored through Morse Watchman Tour-Pro. All exterior doors are normally locked at the conclusion of activities for the day and are kept locked on weekends and holidays. Faculty and staff are responsible for locking their own office doors.

Safety and security issues are considered and executed in the design and placement of all new campus lighting, shrubs, trees, etc. Safety and security issues are also considered when planning major facility renovations or construction of new facilities. Maintenance personnel and other campus community authorities are expected to promptly report any safety and security maintenance issue when discovered. The Risk Management Committee consisting of the Vice President of Business and Administration, Vice President of Student Affairs/Dean of Students, Director of the Physical Plant and representative of the Student Senate
conduct a walk-through of campus to identify points of concern.

The Physical Plant manages a university-wide hard key system, allowing for prompt lock changes when lost keys are reported. All university hard keys are stamped "Do Not Duplicate."

SECURITY AWARENESS PROGRAMS
Initial residence hall meetings cover security topics such as fire drills, main entrance door propping, campus alert system, tornado warning drills, locking room doors, open flames and fire doors.

Additionally, DSU implements an online safety training tool called “Campus Answers” for all students. One of the modules of this training tool is entitled, “Student Empower”. This course helps prepare students for issues they may confront at college-for many, their first time living away from home or having significant responsibilities for their own health and safety. Topics covered include students’ rights and responsibilities, preventing sexual violence, dating violence, stalking, harassment and bullying, navigating parties, drugs and alcohol, and acting as allies for others in need.

As part of the strategic initiative planning process, DSU has identified a layered communication approach with a variety of programming offerings to students and faculty including health fairs, online and face-to-face training, and targeted student focus groups. Some of the specific topics relate to sexual harassment, bullying prevention, communicating with respect and dignity, and diversity. Program materials consisting of brochures, flyers, email announcements and posters are being developed and coordinated by the Title IX Coordinator, the Vice President of Student Affairs/Dean of Students, and the Student Development Office.

DRUG-FREE ENVIRONMENT POLICY
It is the policy of Dakota State University to create and maintain a drug-free work and study environment. The improper use of controlled substances or alcohol is inconsistent with the professional and responsible behavior we expect of employees and students. It also subjects all employees, students, and visitors to our facilities to unacceptable health and safety risks and undermines Dakota State University’s ability to operate effectively and efficiently. Therefore, the employees and students of DSU are strictly prohibited from engaging in the unlawful or unauthorized manufacture, distribution, sale, possession, or use of alcohol or a controlled substance on University owned or controlled property, being present in any University controlled area where such activity is believed to take place, or as part of any of its activities or employments. Employees shall not be under the influence while on duty.

Each employee will, as a condition of employment, agree to abide by the terms of this policy. Employees who are convicted of a criminal drug offense occurring in the workplace must notify the Human Resources Office no later than five days after such conviction. For purposes of this policy, college Federal Work Study students are also considered employees.

Failure of a student to abide by the terms of this policy may affect financial aid eligibility. As a condition of receiving a Pell grant, students must certify that they will abide by this policy at all times during the period covered by the Pell grant.
Each academic year, DSU offers several substance abuse educational programs and promotions for students. A list of these programs includes:

- A DSU Student Success Center Facebook page was created to spread awareness and educate students on various AODV topics as well as academic strategies and motivators. The page was advertised to students through various forms and continues to be advertised to continuing, incoming and prospective students. The page is updated multiple times a week.
- The Student Support/Wellness Counselor booked a guest speaker to discuss guns and alcohol.
- The Student Support/Wellness Counselor booked a nationally recognized expert and leader in the field of students’ rights to present his program on Computing & the Law. This program covers topics such as: the potential legal issues of posting underage drinking online, cyberbullying, the content of your Facebook page that might jeopardize future job opportunities, plagiarism and intellectual property, and understanding the implications of participating in campus “confession” sites online.
- The Student Support/Wellness Counselor created sanctions for students caught with alcohol or drugs on and off campus. AlcoholEDU Innerview was used for most ‘alcohol on-campus’ first offenders. Students completed the online program and then wrote a reflection of three things they learned from the program and incident and how they will use those findings to make decisions in the future. A ‘Directions’ program was created for marijuana offenders and alcohol (multiple offenders). Directions is based off the scientifically-researched ‘Choices’ program for alcohol offenders. Directions focuses on reflecting on the incident and discussing goals and motivations to reduce risk and use as well as make better decisions in the future.
- Alcohol Abuse Prevention-This course helps students understand the dangers and consequences of alcohol abuse, teaches them the signs of problems, and how to get help. Students learn essential skills, like alternatives to drinking, and for those who are 21 or older, ways to drink responsibly.

An Employee/Student Assistance Program is available and designed to offer the employee or student assistance with a drug- or alcohol-abuse problem before the condition renders them unemployable and/or incapable to function in an academic environment. All referrals will be kept confidential.

SEXUAL ASSAULT PREVENTION AND POLICY
Dakota State University is committed to providing a safe learning and work environment for its students and employees, as well as providing individuals with knowledge that will assist with personal safety. Therefore, educational opportunities are routinely provided on sexual assault and/or sexual harassment. Several departments assist in training and awareness-raising, including Student Development, Residence Life, and the Office of Human Resources. Examples of these programs include:

- Title IX Introduction Training: This face to face training is held during new student orientation and through the first few weeks of the academic year for other groups such as athletes, international students, transfer students, and other clubs/organizations as requested. The session covers the basics of Title IX components regarding sexual assault, harassment, domestic violence, bullying, stalking, social media etiquette and hazing. Students are introduced to the definitions of these terms as well as South Dakota Board of Regents and Dakota State University policies. Real life current events surrounding these topics to bring relevance to the topics addressed. The presenters also discuss myths surrounding sexual misconduct and share national statistics to create more awareness surrounding this issue. Students are informed of how to report an incident of sexual misconduct if they are a victim or aware of an incident to another student. Presenters also share the rights of the victims as well as the accused.

- Title IX Description of Bystander Training/Program for Clery: A 20-minute program giving the basic outline and definition of being an active bystander, “Individuals who do something to decrease the likelihood that something negative will occur or become worse.” The program then further defines how to be an active bystander: 1) Notice an event that you interpret as a problem; 2) Decide if you have a responsibility to act; 3) Determine a safe way to intervene; 4) Provide assistance. The program concludes with the ‘3 D’s’ Direct – Distract – Delegate teaching students safe steps of how to intervene as an active bystander.

- The Student Support/Wellness Counselor collaborates with the Title IX Coordinator to provide a Title IX booth at the Student Health Fair. Materials provided at the fair included Title IX, STI, Safe Dating and Dating Violence Brochures. STI Roulette was also played by students stopping by the booth.

- Campus Answers Online Training: All students are expected to take the Campus Answers online training tool which covers the areas of:
  - Bullying Prevention: This program provides information to prevent this type of behavior including an overview of bullying, types of bullies, methods used to bully, causes and effects of bullying and the dangers of failing to prevent bullying.
  - Student Empower: This course helps prepare students for issues they may confront at college-for many, their first time living away from home or having significant responsibilities for their own health and safety. Topics covered include students’ rights and responsibilities, preventing sexual violence, dating violence, stalking, harassment and bullying, navigating parties, drugs and alcohol, and acting as allies for others in need.
  - Title IX, VAWA, and Clery Act for Students: This course educates students on Title IX and how to respond to sex discrimination and protect against sexual violence. It explains how the SaVE Act protects students, where it applies, and sends a strong message that sex discrimination and violence are prohibited.

The policies regarding sexual assault pertain to any student or employee who commits a sexual act against another university student, faculty, or staff member, occurring on university property or at a university-sponsored event. A sexual act committed against another person with or without consent may be classified as a felony or misdemeanor violation of South Dakota Codified Law. Felonies must be
reported to law enforcement by any person having knowledge of the felony, excluding only those excepted by law.


Sexual Harassment is also addressed in the DSU Faculty-Staff Guide and Handbook at [http://www.dsu.edu/hr/guides-handbooks/hr.aspx#HARASSMENT](http://www.dsu.edu/hr/guides-handbooks/hr.aspx#HARASSMENT).

For additional policy information regarding employee sexual harassment or where to go for help, refer to [http://www.dsu.edu/hr/policies/sexual-harassment.aspx](http://www.dsu.edu/hr/policies/sexual-harassment.aspx).

A complete copy of the SD Board of Regent’s Sexual Harassment policy and Prevention of Sexual Assault, Domestic Violence, and Stalking policy can be found at [http://www.ris.sdbor.edu/policy/1-governance/documents/1-17.pdf](http://www.ris.sdbor.edu/policy/1-governance/documents/1-17.pdf) and [https://www.sdbor.edu/policy/1-Governance/documents/1-17-1.pdf](https://www.sdbor.edu/policy/1-Governance/documents/1-17-1.pdf).

Sex Offender Registry:

a. Upon release from prison, individuals convicted of sex crimes may be required to register with law enforcement agencies (under laws referred to as “Megan’s Laws”). If registered sex offenders are enrolled at, or employed at a postsecondary institution, the offenders must also provide this information to the state (a requirement of the federal Campus Sex Crimes Prevention Act of 2000). The information is then provided by the state to law enforcement authorities in the jurisdiction where the institution is located.


Dakota State University will disclose the results of a disciplinary proceeding for a violent crime or non-forcible sex offense to the victim of such crime or offense or the next of kin, if the victim is deceased.

**CRIME STATISTICS**

Crime statistics in this table are compiled by the DSU Clery Act Taskforce Committee comprised of the Vice President of Student Affairs/Dean of Students, Associate Vice President of Student Affairs, Director of Residence Life, Title IX Coordinator and VPSA Secretary. The purpose of this committee is to ensure compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. These statistics are gathered from local law enforcement agencies, DSU Residence Life, and the DSU Vice President of Student Affairs/Dean of Students Office. These numbers do not include privileged counseling or medical information from the Student Development Office. DSU does not operate off-campus housing or off-campus student organization facilities. The Clery Act crime statistics at DSU can be found at [http://www.dsu.edu/student-life/student-affairs/crime-stats.aspx](http://www.dsu.edu/student-life/student-affairs/crime-stats.aspx).
<table>
<thead>
<tr>
<th>Crimes Reported to Campus Administration or Madison Police</th>
<th>On Campus</th>
<th>Residential Facilities - Included in On Campus</th>
<th>Non-Campus Property</th>
<th>Public Property</th>
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<tr>
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<tr>
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<tr>
<th>Arrests and Referrals</th>
<th>On Campus</th>
<th>Residential Facilities - Included in On Campus</th>
<th>Non-Campus Property</th>
<th>Public Property</th>
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Reported according to Uniform Crime Report procedures and the Jeanne Clery Disclosure of Campus Crime Statistics Act
CRIME DEFINITIONS FROM THE FBI’S UNIFORM CRIME REPORTING HANDBOOK

The following is the UCR definition of each crime listed in the Jeanne Clery Annual Report. For more information visit www.fbi.gov/ucr/ucr.htm

**Murder/Non-Negligent Manslaughter:** The willful (non-negligent) killing of one human being by another.

**Negligent Manslaughter:** The killing of another person through gross negligence

**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. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.)

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

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

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

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

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

**Domestic violence:** Asserted violent misdemeanor and felony offenses committed by the victim’s current or former spouse, current or former cohabitant, person similarly situated under domestic or family violence law, or anyone else protected under domestic or family violence law.
Dating violence: Violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was such relationship will be gauged by its length, type, and frequency of interaction.

Stalking: A course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or others’ safety, or to suffer substantial emotional distress.

SEX OFFENSES DEFINITIONS FROM THE NATIONAL INCIDENT-BASED REPORTING SYSTEM EDITION OF THE UNIFORM CRIME REPORTING PROGRAM

Sex Offenses, Forcible: Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

Forcible Rape: The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

Forcible Sodomy: Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Sexual Assault With An Object: The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Forcible Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

Sex Offenses, Non-Forcible: Unlawful, non-forcible sexual intercourse.

Incest: Non-Forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape: Non-Forcible sexual intercourse with a person who is under the statutory age of consent.
CAMPUS FIRE REPORT
Madison and Dakota State University is served by the Madison Volunteer Fire Department, which maintains a standard of training to ensure both a prompt response to emergencies and the safety of citizens. The Madison Volunteer Fire Department can be notified of emergencies by calling 911 (9-911 if using an on-campus phone) or may be contacted for non-emergencies by calling 605-256-7523 (9-256-7523 if using an on-campus phone). DSU’s fire report and campus guidelines can be found at http://www.dsu.edu/student-life/student-affairs/crime-stats.aspx.

<table>
<thead>
<tr>
<th>Calendar Year</th>
<th>Number of Fires</th>
<th>Cause of Fire</th>
<th>Fire Relate Injuries</th>
<th>Fire related Deaths</th>
<th>Property Damage Value</th>
<th>Fire Drills per Residence Hall</th>
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<td>NA</td>
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</table>

FIRE SAFETY RELATED POLICIES – RESIDENCE HALLS
Each residence hall has a Seaman’s integrated fire alarm system that includes heat/smoke detectors in every room along with heat sensors in all kitchens. The system automatically dials the campus Physical Plant and the Madison Fire Department if the system goes into alarm.

Electrical heaters, hotplates, toasters or other electrical devices with exposed heating surfaces or candle flames are not allowed in the residence halls. Smoking is strictly prohibited in all residence halls.

All fire alarms are to be taken seriously. Residents and their guests are expected to immediately proceed to the nearest exit after an alarm sounds. Residents may not return to the hall until the appropriate campus official informs the senior hall staff member that conditions are safe for occupancy.

In the event of a fire, the Director of Residence Life or the Vice President of Student Affairs/Dean of Students must be contacted via phone call by the Residence Hall Director or their designee as soon as possible but no later than a half-hour after the event occurred if at all possible. The Director of Residence Life or the Vice President of Student Affairs/Dean of Students will take responsibility for contacting the University President, Director of the Physical Plant, and Associate Director of Public Relations and Marketing.

Fire safety information is currently expressed during hall meetings at the beginning of each fall semester term. In addition, all residence hall students are required to take an annual online fire safety training called “igot2kno College Fire Survival”. The site allows for verification of actual participants and residence hall staff monitors students’ completion of the training. Each residence hall has one fire drill exercise at the beginning of each semester.
FIRE SAFETY RELATED POLICIES – ACADEMIC AND ADMINISTRATIVE BUILDINGS

Procedures to be followed in the case of a fire and other emergencies are posted near the door of all meeting rooms and classrooms. The procedures are reviewed annually by the Risk Management Committee.

Electric space heaters are prohibited, as are candles or other objects using an open flame. The Physical Plant employs a licensed contractor to conduct an annual inspection of all campus fire alarms, and fire extinguishers are checked by DSU staff on a routine basis.

As part of the campus culture, Dakota State University and the Risk Management team will continue to assess campus needs and current activities through our CQI processes and discuss opportunities for improvements regarding fire safety in academic and administrative buildings.