

Campus Security Report

For Emergencies, call:

Omaha Emergency services: 911

Security Cell Phone: From any campus phone: "1"

From non-campus phone: 402-670-8848

From the Director of Security

On behalf of the employees of College of Saint Mary's Security Office, I would like to welcome you to our internet home page. Throughout these pages, you will find very useful information concerning personal safety, crime prevention tips, and resources. It is our sincere hope that this information will be of benefit to you and assist you with having the best experience possible with the University as a student, faculty member, staff member or visitor. It is our mission to provide a safe and secure environment for students, faculty, staff, and campus visitors. This includes regular patrolling of the campus during the evening hours, enforcement of CSM policies, ensuring that all campus facilities are safe and properly secured, investigation of any crimes which occur on campus, and the continuous assessment of our safety and security programs. Our CSM Maintenance staff serves as security when needed during day hours.

The Security Office reports to the Vice President for Student Development of CSM. If you need assistance, please let us know and we will do our very best to provide you with the service that you deserve. Thank you and we hope you have an enjoyable experience at College of Saint Mary.

Phillip Starr

Director of Security

The Campus Security Act, Legal Requirements

The Campus Security Act requires colleges and universities to:

- Publish an annual report every year by October 1 that contains three years of campus crime statistics and certain campus security policy statements;
- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The statistics must be gathered from campus police and security, local law enforcement, and other College officials who have “significant responsibility for student and campus activities”;
- Provide “timely warning” notices of those crimes that have occurred and post an ongoing “threat to students and employees”; and
- Disclose in a public crime log “any crime that occurred on campus, or within the patrol jurisdiction of the campus police or the campus security department and is reported to the campus police or security department.”

The CSM Security Office is responsible for preparing and distributing this report. We work with many other departments to compile the information. We encourage members of the CSM community to use this report as a guide for safe practices on and off campus.

Our Responsibilities

The primary responsibility of the Security Office is to protect the College of Saint Mary community by providing general assistance to visitors, employees, and others doing business or associated with the University, and to safeguard the vehicles, buildings, and property on campus.

Resources & Services

Security can be reached seven days a week to respond to calls for assistance, campus incidents, building alarms, crimes, injuries, safety hazards, coordination with local law enforcement, crowd control, building inspections, parking enforcement, and related activities.

If you have an emergency situation or need assistance, (after calling 911 if city assistance is needed) contact security at:

- Dial “1” from any campus phone, or
- Dial 402-670-8848 from any other phone

The Security Office provides other resources and services, such as:

- Parking: Information, and parking lot assistance.
- Special Events: Sporting events, guest speakers, and university functions. The office can help provide traffic control, vehicle assistance, and related officer assistance associated with the function.

- **Building Door Unlocks:** Staff members without a key who need access to a building may request assistance after proper clearance or verification.
- **Escorts:** Officers are available to assist and escort individuals who are on campus to their vehicles, buildings, or other University locations after normal business hours.

The Security Office publishes information that is available to all students, faculty, and staff members. The office is available to hold sessions on various safety topics upon request. Information is provided through bulletins, crime alerts, and notices on myCSM. When crimes occur on campus, we want the CSM community to be aware so they can take precautions and avoid being a victim. If you have information or questions, call us at 402-670-8848.

Campus Policing and Security Policies

Campus Security Authority & Jurisdiction

Campus Security officers have authority to enforce CSM policies. If and when minor offenses involving CSM rules and regulations are committed by a student, the Security Office may refer the individual to the disciplinary process in Student Development.

Major offenses such as rape, murder, aggravated assault, robbery, and auto theft are reported to the local police. The prosecution of all criminal offenses, both felony and misdemeanor, are conducted at Municipal, General Sessions, or Federal Court of Douglas County.

Confidential Reporting Procedures

If you are the victim of 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. With your permission, the Security Office can file a report on the details of the incident without revealing your identity. 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.

Counselor Policy

As a result of the negotiated rulemaking process which followed the signing into law, the 1998 amendments to 20 U.S.C. Section 1092 (f), clarification was given to those considered to be campus security authorities. Campus “Pastoral Counselors” and Campus “Professional Counselors”, when acting as such, are not considered to be a 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 it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

The rulemaking committee defines counselors as follows:

Pastoral Counselor

An employee of an institution, who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.

Professional Counselor

An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution's community and who is functioning within the scope of his or her license or certification. CSM contracts with Alegent Health to provide counseling and has no employees that serve in this capacity.

Reporting Criminal Incidents and Other Emergencies

General Procedures for Reporting a Crime or Emergency

Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety related incidents to the Security Office in a timely manner. To report a crime or an emergency on the College of Saint Mary campus, first call "911" if city assistance is required. Then call security by dialing "1" from any campus phone or 402-670-8848 from any other phone. Someone will be available at this number 24 hours a day to answer your call.

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

Access to campus facilities and residence halls

During business hours, the University (excluding certain housing facilities) will be open to students, parents, employees, and guests. During non-business hours, access to all University facilities is by key or swipe card, if issued, or by admittance via the Security Office. Persons wishing to have locked facilities opened for admittance must present a CSM ID card to the security officer.

Residence halls are secured 24 hours a day. Some facilities may have individual hours, which may vary at different times of the year. Examples are the Lied Fitness Center and the Library. In these cases, the facilities will be secured according to schedules developed by the department responsible for the facility. Emergencies may necessitate changes or alterations to any posted schedules.

Security considerations in the maintenance of campus facilities

College of Saint Mary is committed to campus safety and security. Exterior lighting and landscape control is a critical part of that commitment. Department members conduct routine checks of lighting on campus during regularly assigned patrol duties. If lights are out or dim, officers will initiate an immediate work order, which is acted upon by a representative of the appropriate maintenance office, usually within 24 hours or the next business day. We encourage community members to report any deficiency in lighting to the Maintenance Department. Any community member who has a concern about physical security should contact Security at 402-670-8848.

Security and Maintenance work together to identify inoperative locking mechanisms. We encourage community members to promptly report any locking mechanism deficiency to Security.

Maintenance staff members are available to respond to calls for service regarding unsafe facility conditions or for personal safety and property protection. These conditions also may include unsafe steps or handrails, unsafe roadways on campus, and unsecured equipment.

Campus Safety Alerts

Timely Warnings

In the event that a situation arises, either on or off campus, that, in the judgment of the Director of Security, the President, or a member of Administrative Council constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued through both the University’s text alert system and the email system to students, faculty, staff.

Fire Report and Emergency Evacuation Procedures

CSM Annual Fire Safety Report / Academic Year 2009					
Residence Hall/ Apartment	Number of Fires	Cause of Fire	Number of Injuries	Number of Deaths	Property Damage
Lozier	0	0	0	0	0
MLL- Walsh Hall	0	0	0	0	0

CSM Annual Fire Safety Report / Academic Year 2010					
Residence Hall/ Apartment	Number of Fires	Cause of Fire	Number of Injuries	Number of Deaths	Property Damage
Lozier	0	0	0	0	0
MLL- Walsh Hall	0	0	0	0	0

Specifications for On-Campus Housing Facility Fire Systems:			
Residence Hall/ Apartment	Fire Safety Control System	Location of Sprinklers	Alarm Types
Lozier	Security Equipment Inc. Reports to CSM and the Omaha Fire Department	Bedrooms, bathrooms, common areas, hallways, lounges, stairwells, kitchens, and office area	Heat and smoke activated, pull stations, and some audio/visual
Mothers Living and Learning- Walsh Hall	Security Equipment Inc. Reports to CSM and the Omaha Fire Department	Bedrooms, living room, kitchens, and bathrooms	Heat and smoke activated

Fire Evacuation Plan

In the event of fire:

1. When UNINTERRUPTED alarm is heard, evacuate the building IMMEDIATELY using nearest exit/outside hallway.
2. Do not use elevators!
3. Pull the alarm (if readily available)
4. Attempt to evacuate as many people as possible, if safe to do so. Do not put yourself in harms way.
5. Move completely away from the building. Do not block the street.
6. From a safe location, call the fire department at 911. State that you wish to report a fire. (You do not need to dial 9 first) State your name, building name, street address (7000 Mercy Road), street intersection (72nd Street and Mercy Road), office number, location of fire, extent of fire, and your telephone number.
7. Call the Campus Information Center to report the location of the fire at extension 2400 (or dial "0" from a campus phone). After office hours, call the Duty Engineer/Security phone at 402-670-8848 (or dial "1" from a campus phone) to report the location.
8. Keep fire doors closed at all times.
9. Wait for the alarm to end and a verbal "all clear" signal before returning to the building.

NOTE: Familiarize yourself with building exits, location of fire alarms and fire extinguishers. Fire drills are conducted on an annual basis. Residence Hall students must comply with procedures as noted in the Residence Hall Handbook, and directions given by Hall staff.

It is essential for each student to know what to do if and when an evacuation of the building is necessary; a minimum of one fire evacuation drill is conducted each year and is mandatory for students.

Policies on portable electrical appliances, smoking, and open flames

In the Student Handbook, students are informed that guidelines have been established in the interest of individuals' safety and the preservation of University housing property. Within this, students are informed that the following items are not permitted within the residence halls:

- halogen lamps
- electric skillets
- flammable liquids
- space heaters
- sun lamps
- deep fryers
- broilers
- outdoor grills
- multiple-outlets without self-contained circuit breaker

Also, the following guidelines have been established regarding decorating personal space:

- no items that could create a fire hazard
- hanging of sheets, blankets or any object obstructing emergency evacuation
- hanging posters or other decorations that cover large portions of wall or other surfaces that could present a fire hazard
- candles, incense or any other flame/heat producing items
- anything hung from the sprinkler heads

Smoking and the use of smokeless tobacco is not allowed on campus.

Fire safety education and training

Resident Assistants are trained and given specific information on the following types:

- who to contact in emergency
- how to assess an emergency situation
- how to respond using general response steps
- how to respond to fire emergencies

In addition, Resident Assistants receive a Residential Life RA Handbook that contains information for future reference. This training is put into practice by Resident Assistants when drills are conducted along with follow-up discussion for purpose of improvement.

Tornado Warning Plan

If the tornado siren is sounding and/or you are asked to seek shelter, evacuate immediately to a designated area (listed below). You may have only two or three minutes to take shelter. Do not use elevators. If time does not permit reaching a designated area, use a hall, an elevator lobby, or an inside room without windows. Stay away from windows & large open rooms, such as gyms & auditoriums. Flying debris, particularly glass, is the most dangerous hazard. Crouch low to the floor with your head down. Use your arms to protect the back of your head.

All personnel should close doors and go to the designated area of shelter in the building. Do not go outside. Listen to the Weather Radio found in every designated shelter area for updates. Once the National Weather Service allows the warning to expire, persons in the shelter are free to leave making sure to look in their immediate area for debris, glass, or downed power lines.

Designated areas for shelter:

Science Building: Evacuate to the ground floor

Walsh Hall: Evacuate to the ground floor north hallway and/or to the tunnels.

Hixson-Lied Commons: Go out the North doors to Walsh and enter the tunnels.

Lozier Tower, McAuley, and Gallagher Hall: Evacuate to the ground floor hallways. Stay out of the rooms on the East side of the hallway. You can remain in the West side conference room or computer rooms in addition to the hallway.

Lied Fitness Center: Evacuate to the lowest level hallway. Use locker rooms if needed.

Mercy Hall (including Dining Hall): Evacuate to the basement landing and/or stairwell. Stairs to the basement are near the exit in the North side of the building.

Spellman Child Development Center: Evacuate to the kitchen, teachers bathrooms, breast feeding room, and staff LRC room based on classroom.

Harassment and Discrimination

CSM is committed to maintaining a humane atmosphere in which individuals do not abuse their personal power in interpersonal relationships. CSM will not condone actions or words that a reasonable person would regard as discrimination or harassment.

Definitions:

Harassment is a deliberate act, verbal or non-verbal, which is threatening, abusive, or physically harmful to another person.

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when the conduct is sufficiently severe, persistent, or pervasive to limit a student's ability to participate in or benefit from the educational program, or to create a hostile or abusive educational environment. (Source: Department of Education guidelines.)

Discrimination may be defined as any distinction, derogatory reference, or favor for or against an individual compared to others that is based upon an individual's gender, race, color, creed, national or ethnic origin, or physical or mental disability.

Investigation and Appeals Procedure:

A faculty member, employee, or student who believes her/himself to be the subject of discrimination or harassment should report it to the Vice President for Student Development or the Vice President for Academic Affairs. One or both of the above-named individuals will conduct an investigation of the complaint. The investigation will be conducted in an expeditious manner, which ensures confidentiality consistent with the principles of due process and fairness as follows:

- A. The complaint must be in writing with sufficient specificity;
- B. A person bringing a complaint founded in good faith will be protected from retaliation;
- C. If a complaint is found to be valid, appropriate counseling may be made available to the offender and/or disciplinary action consistent to the degree of seriousness of the complaint may be instituted, which may include expulsion.

Some forms of harassment including physical contact of a blatant sexual nature or behavior that constitutes clear and unwanted intimidation, are grounds for immediate dismissal, contractual obligations notwithstanding.

Crime Log

The Security Office maintains the crime log that records, by the date the incident was reported, all crimes and other serious incidents that occur in and around the University district.

The crime log is available for public inspection at the Security Office. The log includes the crime classification, date, time, and location of each incident reported to Security, as well as the disposition of the complaint, if this information is known at the time the log is created.

Security posts specific incidents in the crime log within two business days of receiving a report of an incident and reserves the right to exclude reports from the log in certain circumstances.

Crime Prevention Education and Awareness

Crime Prevention Programs on personal safety and theft prevention are sponsored by various campus organizations throughout the year. The security office facilitates programs for student orientations, in addition to programs for Residence Life Resident Advisers and residents, providing a variety of educational strategies and tips on how to protect themselves from sexual assault, theft, and other crimes. *To enhance personal safety, and especially after an evening class, walk with friends or someone from class that you know well, or call the Security Office for an escort at "1" from any campus phone or 402-670-8848 from other outside phones.*

Information is also disseminated to students and employees through crime prevention awareness tips published by the Director of Security on myCSM.

When time is of the essence, information is released to the University community through security alerts posted prominently throughout campus, through computer messages sent over the University's electronic alert system.

Policies Regarding Firearms, Explosives, and Other Weapons

Explosives, firearms, and weapons of any kind are prohibited on College of Saint Mary property or at University-sponsored events. All faculty, staff, students and others are prohibited from carrying a weapon of any kind, including concealed handguns, onto College of Saint Mary property or into any College of Saint Mary facility.

A student who violates this policy will be asked to remove the weapon from campus immediately and will be subject to disciplinary action pursuant to the Code of Conduct. Furthermore, CSM may contact the appropriate law enforcement agency if a student violates this policy. The student may also be subject to arrest. If a student believes that a fellow student intends to or has brought a weapon or a concealed handgun onto the premise the student should alert Security/Maintenance or Student Development.

College Of Saint Mary Alcohol & Drug Policy

College of Saint Mary does not encourage consumption of alcoholic beverages, nor does it promote the use or abuse of them. The University adheres to the laws of the state of Nebraska and does not permit students under the age of 21 to possess or consume alcoholic beverages on campus. The following policies are in effect:

1. Students 21 years of age or older may consume alcohol in their own residence hall room, or the room of another resident who is 21 years of age or older, with no more than five individuals present.
2. Students 21 years of age or older may not possess or consume alcohol in the presence of minors (under 21).
3. Students 21 years of age or older are strictly forbidden from offering, providing, or selling alcohol to minors.
4. Consumption of alcohol and/or possession of open containers in public areas, including

parking lots and residence hall lounges, are not permitted on campus. Exceptions will be made for events sponsored by Student Senate, RHC or others where the Director of Student Leadership & Organizations grants specific permission for the event. Provisions for compliance with the legal age, safety, security, and availability of food and alternative beverages will be considered in determining approval. For these events, students must obtain a third-party vendor and there must be a separate section where only those students 21 years of age or older who wish to consume alcohol are allowed.

5. Kegs, beer balls, and all other common bulk alcohol containers are not permitted on campus.
6. Any student who becomes intoxicated or who, while under the influence of alcohol, acts in a manner detrimental to her own good name or the good name of the University, will be subject to disciplinary sanctions, including potential notification of parents and possible expulsion. This expectation exists regardless of the location of the behavior (on- or off-campus), or whether the student is participating in University-related or sponsored activities.

In addition, College of Saint Mary prohibits the unlawful possession, use, or distribution of illicit drugs by any student on University's property or as part of any of the University's activities on or off campus.

As it is stated in our mission, CSM calls us to pay attention to the development of mind, body, and spirit. Therefore, CSM recognizes that the use of alcohol and drugs have potential health risks. Consequently, when appropriate, CSM will refer students to CAP (Counseling Assistance Program) for an evaluation. Students will be expected to follow through with the recommendations CAP may suggest. Any student in violation of our alcohol and drug policy will be referred to the judicial process outlined in the code of conduct section.

Preventing and Responding to Sexual Assault

Sexual Assault Prevention and Response

The University educates the student community about sexual assaults and date rape through student orientation and programs offered each year. If you are a victim of a sexual assault at this institution, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. If you need medical transport to an area hospital, call security at "1" from any campus phone or 402-670-8848 from other phones. Calling for transport will not result in an investigation unless the victim wants to pursue one. Visits to hospitals for medical treatment and counseling are confidential. The Security Office strongly advocates that a victim of sexual assault report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to a Security Officer and/or to any university official.

Filing a police report with Security will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from officers. Filing a police report will:

- Ensure that a victim of sexual assault receives the necessary medical treatment and tests, at no expense to the victim
- Provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam)

- Assure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

When a sexual assault victim contacts the Security Office, the Omaha Police Department will be notified as well. A representative from the Office of Residence Life will also be notified if appropriate. The victim of a sexual assault may choose for the investigation to be pursued through the criminal justice system. A representative from Student Development will guide the victim through the available options and support the victim in his or her decision. Various counseling options are available from the University through the YWCA and other organizations.

Filing a report with the Security Office

If the victim or witness elects to contact Security to file a formal report of the assault, an officer will work with the individual to gather the pertinent information. The victim always retains the right to decide whether she or he wants to proceed with a criminal prosecution.

The officer will ensure that the victim is made aware of the counseling and other assistance she or he needs. The safety of the victim will always remain the top priority of the Security Office.

Contacting Other Law Enforcement Agencies

Students may also contact local law enforcement agencies. Members of the Security Office and other University officials will assist the student in notifying the appropriate agency in the applicable jurisdiction.

Code of Conduct

A student enrolled at College of Saint Mary assumes an obligation to conduct herself in a manner compatible with the University's function as an educational institution. Misconduct, for which students are subject to discipline, ranging from verbal reprimand to expulsion and referral for prosecution, includes but not limited to the following:

1. Obstruction or disruption of teaching, research, administration, disciplinary procedures, or other University activities including its public service functions or of other authorized activities on University premises
2. Abuse of any person on University-owned or University-controlled property, or at University-sponsored or supervised functions, or conduct which threatens or endangers the health or safety of any such person, including self
3. Intentionally harassing any person in such a way as to interfere with that person's personal, emotional, or academic pursuits; creating a hostile, abusive, coercive, or intimidating environment; and/or slander or defaming another's character
4. Intentionally and substantially interfering with others' freedom of expression
5. Disorderly conduct or lewd, indecent, or obscene conduct or expression on University-owned or controlled property or at University-sponsored or supervised functions
6. Conduct which adversely affects the student's suitability as a member of the academic community
7. Dishonesty, such as cheating, plagiarism or knowingly furnishing false academic information (see also, Policy for Academic Honesty)

8. Unauthorized accessing, destruction of, or interference with computer programs, computer databases, computer files, or computerized information stored in University computer systems
9. Forgery, alteration, or misuse of University documents, records, or identification
10. Theft or unauthorized possession of, or damage to property of the University or of a member of the University community or campus visitor
11. Unauthorized entry or use of University facilities or unauthorized possession of University keys, access cards, and codes
12. Use, possession, or distribution of marijuana, narcotics, illicit or dangerous drugs; and unlawful possession and distribution of alcohol; use, possession, verbal or written threat of weapons or explosives of any kind;
13. Violation of rules governing residence in University-owned or controlled property
14. Violation of University policies, or of campus regulations including, but not limited to: the provisions of this handbook; other University publications; and residence hall rules and regulations
15. Failure to comply with directions of University officials acting in the performance of their duties

A CSM student must abide by this code of conduct, as well as the following sets of policies and agreements: student handbook, academic catalog, residence hall contract, residence hall handbook, community agreement, and federal, state and local laws. Any student engaging in any manner of conduct prohibited under these guidelines shall be subject to one or more of the following sanctions, as well as others that may be deemed appropriate at the University's discretion: warning, fines, financial restitution, community service, mandatory counseling, research and/or reflection, disciplinary reprimand, disciplinary probation, disciplinary removal from University residence halls, disciplinary suspension, disciplinary expulsion, referral for prosecution or any other appropriate sanction.

Parents may be notified if it is anticipated that a student infraction may result in disciplinary probation, removal, suspension and/or expulsion, if the student is: (1) age 18 or younger, and/or (2) financially dependent on her parent(s) (as defined by the Federal government for income tax purposes), or (3) when the student is in violation of law or policy governing the use of alcohol or drugs, if the student is under 21. Public disclosure may be made of the final results of any disciplinary proceeding for a crime of violence or nonforcible sex offense.

When a student is suspected of being involved in an infraction, she will be expected to participate in its resolution. The nature of the infraction and the student's situation will help determine whether the opportunity for discussion of responsibility will occur in an administrative hearing or mediation with a staff member designated by the Vice President for Student Development or the Assistant Dean of Students. Appropriate sanction(s) or action steps and time frame will be communicated in writing to the student.

A student has the right to appeal a judicial decision; to do so; she must prepare and hand deliver a written appeal to the Vice President for Student Development within five working days. Pending the response to the appeal, the student's status as a student will remain unaltered except in cases where there are reasons relating to the emotional or physical welfare of the student or of others, or reasons involving the safety of persons or property.

The student may appeal only on the following grounds:

1. Procedural due process;

2. Absence of sufficient evidence to support the decision;
3. Submission of new evidence.

Note that concern as to the severity of the sanction is not considered an acceptable reason to appeal.

Appeal letters must be complete enough so that a personal appearance will not be necessary. **A letter which merely lists the grounds of appeal, without description of the merits or concern for the individual case at hand is not sufficient. The student will typically receive a response within ten days, unless unusual circumstances are present.**

The standards and procedures set forth in this document are those the University normally applies to disciplinary matters. The University reserves the right to take necessary and appropriate action to protect the safety and well-being of the campus and community. This includes the right to suspend, expel, or request the withdrawal of a student at any time, with or without specific charge or hearing, subject only to the student's right to request review of the decision.

Missing Students Procedure

In compliance with the Missing Person Procedures 20 USC 1092 C (Section 488 of the Higher Education Opportunity Act of 2008), it is the policy of Student Development and the Office of Security to investigate any report of a missing student who resides at College of Saint Mary. CSM's practice, procedures, and policy are as follows:

The term *missing student* shall refer to any College of Saint Mary student living on campus who is reported missing from her residence.

Upon check-in to the campus residence halls, all students will have the opportunity to identify an individual to be contacted by the University in case the student is determined to be missing.

- For students under the age of 18, that notification will be made to the student's parent or guardian within 24 hours of the time that the student is determined to be missing.
- Any notification to parents, guardians, or designated contacts will be made by the Vice President for Student Development.

If a member of the CSM community has reason to believe that a student is missing, a report should be made to the Vice President for Student Development at 402.399.2422, who will in turn notify the Office of Security. All possible efforts will be made to locate the student to determine her state of health and well-being through collaboration of the Division of Student Development, the Office of Security and the missing student's friends and floormates. Within 24 hours, a University official will call the emergency contact on file in the student's confidential records to report the student missing.

If not located after 24 hours have passed, appropriate family members, associates or a University official will make a confidential official missing person report to the law enforcement agency with jurisdiction. The University will also contact the missing student's custodial parent or

guardian if the student is under the age of 18 and not emancipated. The Office of Security will cooperate with, aid and assist the primary investigative agency in all ways prescribed by law.

Crime Statistics

The Annual Disclosure of Crime Statistics Policy

The Security Office prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. Campus crime and referral statistics include those reported to the Security Office, and designated University officials (including but not limited to: directors, deans, department heads, designated staff, advisors to student/staff organizations, athletic coaches).

Nebraska law requires prompt, mandatory reporting to the local law enforcement agency by health care practitioners when they provide medical services to a person they know or reasonably suspect is suffering from wounds inflicted by a firearm or is a result of assaultive or abusive conduct.

Copies of the report may be obtained at the Security Office by calling “1” from any campus phone or 402-670-8848 from any other phone.

	<u>2010</u>	<u>2009</u>	<u>2008</u>
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Forcible Sex Offenses	1	0	0
Non-forcible Sex Offenses	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	1	5
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Hate Crimes	0	0	0
Liquor Law Violations Arrests	0	0	0
Liquor Law Violations Referred for Disciplinary Action	4	0	3

Drug Abuse Violations Arrests	0	0	0
Drug Law Violations Referred for Disciplinary Action	0	0	0
Illegal Weapons Possessions Arrests	0	0	0
Illegal Weapons Possessions Referred For Disciplinary Action	0	0	0

Clery Definitions

Murder - The willful (non-negligent) killing of one human being by another.

Negligent Manslaughter - The killing of another person through negligence.

Forcible Sex Offenses - 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 sex offenses include:

- *Forcible Rape* - The carnal knowledge of a person, forcibly and/or against the person's will; or not forcibly or against the person's will where the victim is incapable of giving his/her temporary 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 the person's will; or 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 permanent mental or physical incapacity.
- *Sexual Assault with an Object* - The use of an object or instrument to unlawfully penetrate, however slight, the genital or anal opening of the body of 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 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 the person's will; or not forcibly and/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 permanent mental or physical incapacity.

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

- *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.

Robbery - The taking, or attempting to take anything of value under confrontational circumstances from the control, custody or care of another person by force or threat of force or violence, and/or putting the victim in fear.

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

Burglary - The unlawful entry into a building or other structure with the intent to commit a felony or a theft.

Motor Vehicle Theft - The theft or attempted theft of a motor vehicle.

Arson - To unlawfully and intentionally damage, or attempt to damage, any real or personal property by fire or incendiary device.

Hate Crimes - Includes any crime reported under one of the listed offense types, and any other crime involving bodily injury reported to local police agencies or to a campus security authority, that manifest evidence that the victim was intentionally selected because of the victim's actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability.

Bias Crimes now include crimes; Larceny-Theft, Simple Assault, Intimidation, Destruction, Damage, or Vandalism of Property.

Liquor Law Violations - The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possessing or use of intoxicating alcoholic beverages.

Drug Related Violations (Sale and Possession) - The unlawful cultivation, manufacture, distribution, sale, purchase, transportation or importation of any controlled drug or narcotic substance. Or, the unlawful manufacture, sale, purchase, possession or transportation of equipment or devices used for preparing and/or taking drugs or narcotics (drug paraphernalia).

Weapon Law Violations - The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons.

NOTES:

1. *Crime statistics are broken down geographically according to specific definitions.*

2. *Offense definitions are based upon the FBI Uniform Crime Reporting manual.*
3. *Rape is one of the most underreported crimes according to the FBI. Nine out of ten sexual assaults and rapes are not reported.*
4. *By definition, sexual assault incidents are categorized as either forcible or non-forcible (Higher Ed. Amendments of 1992, Public Law 02-325)*

Sexual Offender Registration

The Campus Sex Crimes Prevention Act (CSCPA) of 2000, which became law October 28, 2000, but which delayed certain provisions until October 28, 2002, amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act. CSCPA provides special requirements relating to registration and community notification for sex offenders who are enrolled in or work at institutions of higher education. In addition to the Wetterling Act, CSCPA also amended the Clery Act, an annual crime reporting law, and the Family Educational Rights and Privacy Act of 1974 to allow the disclosure of this information regarding students. As provided in the Wetterling Act, any person required to register under a state sex offender registration program must notify the state regarding each institution of higher education in the State of which the person is employed, carries on a vocation, or is a student and must also alert the state of any change in enrollment or employment status.

Under state law, sex offender information can be obtained through local law enforcement agencies and the Nebraska State Patrol through its sex offender registration information line.