



2018 ANNUAL SECURITY REPORT

Introduction

This report is provided in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act, as amended. It provides students and employees of Des Moines University ("University") with information on: Des Moines University's security arrangements, policies and procedures; programs that provide education on such things as drug and alcohol abuse, awareness of various kinds of sex offenses, and the prevention of crime generally; and procedures the University will take to notify the campus community in the event of an emergency. Its purpose is to provide students and employees with information that will help them make informed decisions relating to their own safety and the safety of others.

Policy for Preparing the Annual Report

This report is prepared by the Chief Compliance Officer in cooperation with local law enforcement authorities and includes information provided by them as well as by the University's campus security authorities and various other elements of the University. Each year an e-mail notification is made to all enrolled students and employees that provides the website link to access this report. Prospective students and employees are also notified of the report's availability. Hard copies of the report may also be obtained at no cost by contacting Philip Baughman, Building Services Manager, Ryan Hall, 3320 Grand Avenue, Des Moines, IA, 50312, 515-271-1340.

The University is committed to taking the actions necessary to provide a safe and secure working/learning environment for all students and staff. As a member of the campus community, you can feel safe and comfortable knowing that security procedures are in place that represent best practices in the field, and are constantly tested and re-evaluated for their effectiveness.

General Safety and Security Policies

Campus Security Personnel & Relationship with Local Law Enforcement

The Security Office is responsible for campus safety at the University.

Security Office personnel patrol the DMU campus, including its buildings, common areas, and parking lots. The Security Officers are non-commissioned personnel; therefore, they do not have the power to arrest or permission to carry weapons. These Security Officers are in telephone contact and are able to summon assistance when needed.

While the University does not have any written agreements with local law enforcement agencies, it does maintain a close working relationship with local police.

Campus Security Authorities

The University has designated certain officials to serve as campus security authorities. Reports of criminal activity can be made to these officials. They in turn will ensure that the crimes are reported for collection as part of the University's annual report of crime statistics. The campus security authorities to whom the University would prefer that crimes be reported are listed below.

- Building Services Manager at 515-271-1340
- Director of Facilities Management at 515-271-1472
- Chief Compliance Officer at 515-271-1526
- Health and Safety Manager at 515-271-1658
- Director of Student Affairs and Conduct Officer at 515-271-1457
- Vice President of Enrollment Management and Student Affairs at 515-271-1462

Reporting a Crime or Emergency

The University encourages accurate and prompt reporting of all criminal actions, emergencies, or other incidents occurring on campus, on other property owned by the University, or on nearby public property to the appropriate administrator and appropriate police agencies. Such a report is encouraged even when the victim of a crime elects not to make a report or is unable to do so.

- Situations that pose imminent danger or while a crime is in progress should be reported to local law enforcement by calling 911 from any campus phone or cell phone. Keep in mind that the individual making the call from a cell phone will need to provide the address where the emergency has occurred.
- Students, staff, and visitors should report criminal actions, accidents, injuries, or other incidents to the Security Office or one of the campus security authorities identified above. Once reported, the individual making the report will be encouraged to also report it to appropriate police agencies. If requested, a member of University staff will assist in making the report to the police.
- Anonymous incident reports can also be made.

Confidential Reporting

The University will protect the confidentiality of victims. Only those with a need to know the identity for purposes of investigating the crime, assisting the victim or disciplining the perpetrator will know the victim's identity.

Pursuant to the University's sexual misconduct policy, when an employee who is not a confidential resource becomes aware of alleged misconduct under that policy (including, but not limited to, dating violence, domestic violence, sexual assault, and stalking), the employee is responsible for reporting that information, including the status of the parties if known, to the Chief Compliance Officer, who also serves as the Title IX Coordinator. A victim of other types of crimes (e.g., aggravated assault, burglary, etc.) who does not want to pursue action within the University disciplinary system or the criminal justice system is nevertheless encouraged to make a confidential report to a campus security authority. Upon the victim's request, a report of the details of the incident can be filed with the University without revealing the victim's identity. Such a confidential report complies with the victim's wishes, but still helps the University take appropriate steps to ensure the future safety of the victim and others. With

such information, the University can keep an accurate record of the number of incidents involving members of the campus community, determine where a pattern of crime may be developing and alert the community as to any potential danger. These confidential reports are counted and disclosed in the annual crime statistics for the University.

The University encourages its professional counselors, if and when they deem it appropriate, to inform the person they are counseling to report crimes on a voluntary, confidential basis for inclusion in the annual report of crime statistics. The University does not have pastoral counselors.

Security of and Access to Campus Facilities

Campus academic and research buildings are open 6:45am – 5:30pm Monday through Friday. The Des Moines University Clinic Building is open 6:00am – 6:00pm Monday through Friday. During other hours, DMU uses a security access control system that limits access to buildings. The security access control system utilizes ID badges that serve as access cards, which are issued to students and employees for access to secured buildings after business hours. Employees and students may be granted additional access to buildings and rooms for legitimate purposes through Facilities Management with permission from their supervisor. Security Officers perform routine and random “walk-throughs” in University buildings throughout the day and night. The Security Officers also perform patrols of parking lots and the campus grounds.

The electronic access control system is for campus safety, so individuals should not prop doors open, open doors for unauthorized individuals under any circumstances, or lend keys or access cards to others. Individuals experiencing problems with ID badges/access cards may call 515-271-1471 or go to the Security Office, Ryan Hall, Room 140. Lost or missing ID badges/access cards or keys should be reported to the Security Office immediately by calling 515-271-1471.

Electronic access and keys to the offices, laboratories, and classrooms on campus are issued to employees only as needed and after receiving the proper authorization. Each department supervisor is responsible for assuring his/her area is secured and locked.

Students and employees must adhere to policies regarding unauthorized access to school facilities, theft of, or damage to, school property, or other criminal activity. In particular, rendering inoperable or abusing any fire prevention or detection equipment is prohibited. Violation of these policies may lead to disciplinary action, up to and including termination and the filing of charges with law enforcement authorities.

Students and employees are instructed to wear their ID badges while on campus. ID badges may be used to verify the identity of persons suspected to be in campus facilities without permission.

DMU has over 50 closed-circuit television cameras that record video 24/7. These cameras record all entrances and are strategically located throughout campus buildings and parking lots. Located on the outside of Ryan Hall, Academic Center, and the Munroe Building are blue illuminated phone signs indicating the location of emergency phones. After normal business hours, campus escort services are available for students, employees and visitors; individuals may call 515-271-1471 to request an escort.

Security Considerations in the Maintenance of Facilities

Facilities Management and Security Office personnel regularly check to ensure doors are secured, pathways are well lighted, and that egress lighting is working in hallways and stairwells. Any maintenance issues or safety hazards observed are reported and a work order is generated to correct any problem areas. The University periodically conducts safety audits and engages with local law

enforcement and other safety risk specialists to assess campus grounds for security risks. The most recent review was completed in the spring of 2018.

Educational Programs Related to Security Awareness and Prevention of Criminal Activity

The University seeks to enhance the security of its campus and the members of the campus community by periodically presenting educational programs to inform students and employees about campus security procedures and practices, to encourage students and employees to be responsible for their own security and the security of others and to inform them about the prevention of crimes. These programs are discussed below.

- **Orientation Program:** This program is provided to new students and employees. During orientations, the Building Services Manager discusses the Clery Act and explains campus security procedures; describes past criminal activity, methods to report crimes, and strategies for crime prevention; and explains where DMU crime statistics can be found online and in person.
- **Crime Prevention Material:** Email blasts are sent periodically to employees and students by the Health and Safety Manager and the Director of Facilities Management with crime prevention and other safety tips. In addition, crime prevention resources are posted on the Health and Safety and Facilities Management pages on Pulse.
- **Safety Notices:** Notices will be sent out to the campus community periodically when any actual or potential crime is considered to be of concern. Among other things, these notices advise students and employees of the importance of reporting criminal activity, to whom crimes should be reported, being responsible for their own safety and the safety of others and practices regarding timely warnings and emergency notifications.
- **Campus Safety Week:** Programming during an annual campus safety week includes information on personal safety, emergency response and preparedness, and violence prevention.

Monitoring Off Campus Locations of Recognized Student Organizations

The University does not have any officially recognized student organizations with off campus locations and therefore does not monitor or record criminal conduct occurring at such locations.

Disclosure of the Outcome of a Crime of Violence or Non-Forcible Sex Offense

Upon written request, the University will disclose to the alleged victim of a crime of violence (as that term is defined in section 16 of title 18, United States Code), or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by the University against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of the paragraph.

The previous paragraph does not apply to victims of dating violence, domestic violence, sexual assault, or stalking because under the Violence Against Women Act both the accused and accuser in these cases are given the results without the need to make a written request.

Drug and Alcohol Policy

Des Moines University is an academic health center committed to wellness, holistic health care and professional standards of behavior. The inappropriate use of drugs and alcohol by students and

employees potentially threatens the health, safety and wellbeing of the campus community. The University is concerned about students who improperly use alcohol and other drugs and the effects such use may have on their academic success, interpersonal relationships and, ultimately, their professional future. In addition to promoting a positive academic and work environment, the University is committed to preventing alcohol and drug abuse and bringing alcohol and drug awareness to all members of the University community.

The University enforces the state's underage drinking laws and complies with state law and other applicable regulations governing alcoholic beverages for those on the University's premises or participating in its activities. The University strongly supports education and treatment programs as the most effective means to help prevent and reduce alcohol abuse. In addition, the University is committed to providing an academic and social environment that supports individual freedom while promoting individual responsibility, health and safety, and community welfare. To that end:

1. The University expects that those who wish to include alcohol as part of their activities will do so responsibly and lawfully.
2. Persons planning events on campus should be mindful of the complexities introduced into planning an event with alcohol. Event management issues (the presentation of entertainment, provision of refreshments, management of the participants or audience, security, and other factors) require serious attention for any event, and all the more for an event at which alcohol is served. Event organizers must fully understand the University Alcohol and Other Drugs policy and applicable laws and manage their events accordingly.
3. Organizations may not plan events, either on-campus or off-campus, that promote or encourage the consumption of alcohol as a primary feature of the event. Persons planning events should remember that the majority of University events take place without alcohol, and that when alcohol is approved, the University expects those in attendance who consume alcohol to do so responsibly.

The University enforces federal and state drug laws. DMU prohibits the illegal manufacture, distribution, dispensation, possession and use of illicit drugs or controlled substances on University property or as part of any school activity by students and employees. Violators of the University's policies or federal and state laws regarding illegal drugs will be subject to disciplinary action and possible criminal prosecution.

While some states have legalized the use and sale of marijuana, the state of Iowa and federal law continue to classify it as an illegal drug. As such, the University will consider marijuana use as a violation of law and its Alcohol and Other Drugs policy.

Drug and Alcohol Abuse Prevention Program

The University is committed to creating and maintaining an environment that is free of alcohol and drug abuse. Through its Alcohol and Other Drugs policy ([link](#)) DMU addresses substance use and prohibits the illegal manufacture, distribution, dispensation, possession and use of alcohol and illicit drugs by students and employees. Students are required to report any arrests, charges, convictions or pleas of no contest for criminal alcohol or drug law violations within five (5) business days of occurrence. Any employee convicted of a criminal drug law violation must notify the University within five (5) business days of said conviction. Failure to do so may result in termination of student or employee status.

Legal sanctions under local, state and federal law for the unlawful possession, distribution or use of illicit drugs, alcohol or controlled substances include but may not be limited to the following: substantial

finances, imprisonment, probation, practice limitations and restrictions, loss of professional licensure or certification, and loss of eligibility for federal student financial aid.

For violations of standards of conduct set forth by the Alcohol and Other Drugs policy, DMU will impose sanctions on students and employees, consistent with local, state and federal laws, the Faculty and Staff Manuals, the Agreement between the University and Local 1547 of the AFSCME-AFL-CIO, guidance on employment policies and procedures available to all employees on Pulse, and the Student Handbook. Sanctions may include, but are not limited to, completion of a rehabilitation program, reprimand, restitution, probation, suspension, expulsion or termination for violations of the standards of conduct set forth by this policy. Additionally, the University may contact law enforcement for possible violations of criminal law. Students convicted of drug law violations may lose eligibility for federal financial aid programs.

The health risks associated with use of illicit drugs and controlled substances and the abuse of alcohol include but are not limited to the following:

- Psychological effects including depression, paranoia, etc.
- Impairment and/or permanent loss of mental ability and judgment
- Loss of immune system functions, for example, hepatitis
- Cardiac impairment and dysfunction
- Damage to tissues and vital organs – stomach, lungs, liver, etc.

DMU has a substance abuse and prevention program. The University will make available substance abuse counseling and/or rehabilitation programs, either through University resources or by referral to an appropriate facility for students or employees in need of such counseling and/or rehabilitation. Employees can independently access abuse counseling and rehabilitation services through the Employee Assistance program.

The University conducts a biennial review of its alcohol and illegal drug abuse programming to determine its effectiveness and implement changes if they are needed and ensure that the designated sanctions are consistently enforced. The last biennial review was completed in December 2016 and was reviewed and approved by the University Board of Trustees.

The University's Alcohol and Other Drugs policy complies with federal and state guidelines under the Drug-Free Schools and Communities Act and Drug-Free Workplace Act and is included in the Student Handbook and posted on DMU's intranet. All federal, state and local laws regarding the unauthorized use, possession, distribution or sale of controlled substances are followed on the DMU campus, including laws on underage drinking. DMU enforces these laws through its student and employee conduct processes. Clinical students also undergo periodic criminal background checks; any alcohol or drug law violations identified through this means are addressed through the student conduct process.

DMU provides education and counseling regarding drug and alcohol abuse. This programming is intended to educate students and employees about the health dangers of substance abuse, and potential legal and professional ramifications, including practice limitations and restrictions, and loss of professional licensure. Such education is provided through a variety of methods including presentations, written communications, outreach activities through the Student Counseling Center, and distribution of the Alcohol and Other Drugs policy to new students and employees during orientation and annually thereafter.

Policies, Procedures, and Programs Related to Dating Violence, Domestic Violence, Sexual Assault, and Stalking

Consistent with applicable laws, the University prohibits dating violence, domestic violence, sexual assault, and stalking. The University’s policy used to address complaints of this nature, as well as the procedures for filing, investigating and resolving complaints, may be found at:

- Sexual Misconduct Policy: https://dmu.policystat.com/policy/token_access/a558a580-336c-40b7-90f7-25e1b3f55cfd/

The following sections of this report discuss the University’s educational programs to promote the awareness of dating violence, domestic violence, sexual assault and stalking; provides information concerning procedures students and employees should follow and the services available in the event they do become a victim of one of these offenses; and advises students and employees of the disciplinary procedures that will be followed after an allegation that one of these offenses has occurred.

Primary Prevention and Awareness Program:

The University conducts a Primary Prevention and Awareness Program (PPAP) for all incoming students and new employees. The PPAP advises campus community members that the University prohibits the offenses of dating violence, domestic violence, sexual assault and stalking. They are also informed of the topics discussed below, including relevant definitions, risk reduction, and bystander intervention.

Crime Definitions

Crime Type (Iowa Code)	Definitions
Dating Violence	The institution has determined, based on good-faith research, that Iowa law does not define the term dating violence.
Domestic Violence	<p>The institution has determined, based on good-faith research, that Iowa law does not define the term domestic violence.</p> <p>However, Iowa law defines the following:</p> <ul style="list-style-type: none"> • “Domestic Abuse” (Iowa Code § 236.2.2): “Domestic abuse” means committing assault as defined in 708.1 under any of the following circumstances: <ol style="list-style-type: none"> a. The assault is between family or household members who resided together at the time of the assault. (“Family or household members” means spouses, persons cohabiting, parents, or other persons related by consanguinity or affinity.) b. The assault is between separated spouses or persons divorced from each other and not residing together at the time of the assault. c. The assault is between persons who are parents of the same minor child, regardless of whether they have been married or have lived together at any time.

Crime Type (Iowa Code)	Definitions
	<p>d. The assault is between persons who have been family or household members residing together within the past year and are not residing together at the time of the assault.</p> <p>e. (1) The assault is between persons who are in an intimate relationship or have been in an intimate relationship and have had contact within the past year of the assault. In determining whether persons are or have been in an intimate relationship, the court may consider the following nonexclusive list of factors: (a) The duration of the relationship; (b) The frequency of interaction; (c) Whether the relationship has been terminated; (d) The nature of the relationship, characterized by either party's expectation of sexual or romantic involvement. (2) A person may be involved in an intimate relationship with more than one person at a time. ("Intimate relationship" means a significant romantic involvement that need not include sexual involvement. An intimate relationship does not include casual social relationships or associations in a business or professional capacity.)</p> <ul style="list-style-type: none"> • Assault (Iowa Code § 708.1.2): A person commits an assault when, without justification, the person does any of the following: (a) Any act which is intended to cause pain or injury to, or which is intended to result in physical contact which will be insulting or offensive to another, coupled with the apparent ability to execute the act; (b) Any act which is intended to place another in fear of immediate physical contact which will be painful, injurious, insulting, or offensive, coupled with the apparent ability to execute the act; or (c) Intentionally points any firearm toward another, or displays in a threatening manner any dangerous weapon toward another.
Stalking (Iowa Code § 708.11.2)	A person commits stalking when all of the following occur: (a) The person purposefully engages in a course of conduct directed at a specific person that would cause a reasonable person to fear bodily injury to, or the death of, that specific person or a member of the specific person's immediate family; (b) The person has knowledge or should have knowledge that the specific person will be placed in reasonable fear of bodily injury to, or the death of, that specific person or a member of the specific person's immediate family by the course of conduct; or (c) The person's course of conduct induces fear in the specific person of bodily injury to, or the death of, the specific person or a member of the specific person's immediate family.
Sexual Assault	The institution has determined, based on good-faith research, that Iowa law does not define the term sexual assault.
Rape, Fondling, Incest, Statutory Rape	<p>For purposes of the Clery Act, the term "sexual assault" includes the offenses of rape, fondling, incest, and statutory rape. These definitions under Iowa law are as follows:</p> <ul style="list-style-type: none"> • Rape: The institution has determined, based on good-faith research, that Iowa law does not define the term rape.

Crime Type (Iowa Code)	Definitions
	<ul style="list-style-type: none"> • Fondling: The institution has determined, based on good-faith research, that Iowa law does not define the term fondling. • Incest (Iowa Code § 726.2): A person, except a child as defined in section 702.5, who performs a sex act with another whom the person knows to be related to the person, either legitimately or illegitimately, as an ancestor, descendant, brother or sister of the whole or half blood, aunt, uncle, niece, or nephew, commits incest. • Statutory Rape: The institution has determined, based on good-faith research, that Iowa law does not define the term statutory rape.
Other “sexual assault” crimes	<p>Other crimes under Iowa law that may be classified as a “sexual assault” include the following:</p> <ul style="list-style-type: none"> • Sexual Abuse (Iowa Code § 709.1): Any sex act between persons is sexual abuse by either of the persons when the act is performed with the other person in any of the following circumstances: (1) The act is done by force or against the will of the other. If the consent or acquiescence of the other is procured by threats of violence toward any person or if the act is done while the other is under the influence of a drug inducing sleep or is otherwise in a state of unconsciousness, the act is done against the will of the other; (2) Such other person is suffering from a mental defect or incapacity which precludes giving consent, or lacks the mental capacity to know the right and wrong of conduct in sexual matters; or (3) Such other person is a child. <ul style="list-style-type: none"> ▪ Iowa Code § 702.17: The term “sex act” or “sexual activity” means any sexual contact between two or more persons by any of the following: (1) Penetration of the penis into the vagina or anus; (2) Contact between the mouth and genitalia or by contact between the genitalia of one person and the genitalia or anus of another person; (3) Contact between the finger or hand of one person and the genitalia or anus of another person, except in the course of examination or treatment by [certain healthcare providers]; (4) Ejaculation onto the person of another; (5) By use of artificial sexual organs or substitutes therefor in contact with the genitalia or anus. • Lascivious Acts with a Child (Iowa Code § 709.8.1): It is unlawful for any person sixteen years of age or older to perform any of the following acts with a child with or without the child's consent unless married to each other, for the purpose of arousing or satisfying the sexual desires of either of them: (a) Fondle or touch the pubes or genitals of a child; (b) Permit or cause a child to fondle or touch the person's genitals or pubes; (c) Cause the touching of the person's genitals to any part of the body of a child; (d) Solicit a child to engage in a sex act or solicit a person to arrange a sex act with a child; (e) Inflict pain or discomfort upon a child or permit a child to inflict pain or discomfort on the person.

Crime Type (Iowa Code)	Definitions
Consent (as it relates to sexual activity)	The institution has determined, based on good-faith research, that Iowa law does not define the term consent (as it relates to sexual activity).

University Definition of Consent

Although Iowa law does not define consent (as it relates to sexual activity), the institution uses the following definition of consent in its sexual misconduct policies for the purpose of determining whether sexual violence (including sexual assault) has occurred:

Consent is voluntary and knowing agreement to engage in sexual activity. Consent to engage in sexual activity must exist from the beginning to the end of each instance of sexual activity and for each form of sexual contact and with each sexual partner. Consent is demonstrated through mutually understandable words and/or clear, unambiguous actions that indicated a willingness to engage freely in sexual activity. Consent is active, not passive.

- Each participant in a sexual encounter is expected to obtain and give consent to each act of sexual activity. Consent in one form of sexual activity does not constitute consent for all forms of sexual activity. Consent to engage in sexual activity with one person does not imply consent to engage in sexual activity with another.
- Silence or an absence of resistance does not imply consent.
- Past consent does not imply future consent.
- Consent is invalidated by use or threat of physical force, intimidation or coercion, or any other factor that would eliminate an individual’s ability to exercise free will to choose whether or not to have sexual contact.
- Consent may be withdrawn by either party at any time, as long as that withdrawal is clearly communicated. Once withdrawal of consent has been expressed, sexual activity must cease.
- Someone who is incapacitated cannot give consent. This includes mental or physical incapacitation or physical helplessness from: alcohol and/or other drug consumption (voluntarily or involuntarily); blackout; developmental disability; inability to communicate because the person is unconscious, asleep or otherwise physically limited; and bodily impairment which substantially limits the person’s ability to resist or flee.
- In the state of Iowa, the age of consent is 16.

Risk Reduction

If you find yourself in an uncomfortable sexual situation, these suggestions may help you reduce your risk:

- Make your limits known before going too far.
- You can withdraw consent to sexual activity at any time. Do not be afraid to tell a sexual aggressor “NO” clearly and loudly.

- Try to remove yourself from the physical presence of a sexual aggressor. Be direct as possible about wanting to leave the environment.
- Grab someone nearby and ask them for help.
- Be responsible about your alcohol and/or drug use. Alcohol and drugs can lower your sexual inhibitions and may make you vulnerable to someone who views an intoxicated/high person as a sexual opportunity.
- Attend large parties with friends you trust. Watch out for your friends and ask that they watch out for you.
- Be aware of someone trying to slip you an incapacitating “rape drug” like Rohypnol or GHB.

If you find yourself in the position of being the initiator of sexual behavior, these suggestions may help you to reduce your risk of being accused of sexual assault or another sexual crime:

- Remember that you owe sexual respect to the other person.
- Don’t make assumptions about the other person’s consent or about how far they are willing to go.
- Remember that consent to one form of sexual activity does not necessarily imply consent to another form of sexual behavior.
- If your partner expresses a withdrawal of consent, stop immediately.
- Clearly communicate your sexual intentions so that the other person has a chance to clearly tell you their intentions.
- Consider “mixed messages” a clear sign that the other person is uncomfortable with the situation and may not be ready to progress sexually.
- Don’t take advantage of someone who is really drunk or on drugs, even if they knowingly and intentionally put themselves in that state. Further, don’t be afraid to step in if you see someone else trying to take advantage of a nearly incapacitated person.
- Be aware of the signs of incapacitation, such as slurred speech, bloodshot eyes, vomiting, unusual behavior, passing out, staggering, etc.

Bystander Intervention

- Look out for those around you.
- Realize that it is important to intervene to help others.
- Treat everyone respectfully. Do not be hostile or an antagonist.
- Be confident when intervening.
- Recruit help from others if necessary.
- Be honest and direct.
- Keep yourself safe.
- If things get out of hand, don’t hesitate to contact the police.

Other Information Covered by the PPAP

The PPAP also provides information on possible sanctions and protective measures that may be imposed following a determination that an offense of dating violence, domestic violence, sexual assault, or stalking has occurred, an explanation of the disciplinary procedures that will be followed when one of these offenses is alleged, the rights of the parties in such a proceeding, available resources, and other pertinent information. Much of this information is set forth in the upcoming sections of this security report.

Ongoing Prevention and Awareness Campaign:

The University also conducts an Ongoing Prevention and Awareness Campaign (OPAC) aimed at all students and employees. This campaign covers the same material as provided in the PPAP, but is intended to increase the understanding of students and employees on these topics and to improve their skills for addressing the offenses of dating violence, domestic violence, sexual assault and stalking.

PPAP and OPAC Programming Methods:

The PPAP and OPAC are carried out in a variety of ways, using a range of strategies, and, as appropriate, targeting specific audiences throughout the University. Methods include, but are not limited to: online presentations, distribution of written materials, periodic email blasts, presentations, workshops and guest speakers. Past programming and currently planned programming includes the following:

New students receive education on sexual violence prevention through online training and presentations from the Title IX Coordinator during orientation. The Title IX Coordinator also meets with students as they are preparing to leave campus for clinical training. All new employees receive discrimination, harassment and sexual violence prevention training and are required to complete United Educator's online training on these topics within one month of hire. All employees are required to complete this online training every three years.

While programming occurs throughout the year, the University also offers educational sessions in coordination with nationally recognized observances such as Sexual Assault Awareness Month and Domestic Violence Awareness Month. Because DMU is a health sciences institution, such events often include a focus on recognizing and responding to sexual harassment or violence and domestic violence for those involved in health care.

Each year, employees receive instruction on their responsibilities for reporting sexual misconduct, including guidance on what to report, how to report, and how to provide support and resources to victims.

Procedures to Follow if You are a Victim of Dating Violence, Domestic Violence, Sexual Assault, or Stalking:

If you are a victim of dating violence, domestic violence, sexual assault, or stalking, go to a safe place and call 911 or the Campus Security Office at 515-271-1471. You may also contact the University's Chief Compliance Officer/Title IX Coordinator at 515-271-1526. Counselors at the Student Counseling Center at 515-271-1392 can also provide confidential assistance. Employees may seek confidential counseling from the Employee Assistance Program at 515-263-4004 or 1-800-732-4490. Any of these individuals can provide referrals to local, off-campus agencies specializing in support to those affected by dating violence, domestic violence, sexual assault or stalking.

Victims will be notified in writing of the procedures to follow, including:

1. To whom and how the alleged offense should be reported (contact the Title IX Coordinator or refer to the other resources listed in this report).
2. The importance of preserving evidence that may be necessary to prove the offense in a criminal proceeding or disciplinary action or to obtain a protective order.
3. The victim's options regarding notification to law enforcement, which are: (a) the option to notify either on-campus or local police; (b) the option to be assisted by campus security authorities in notifying law enforcement if the victim so chooses (the institution is obligated to comply with such a request if it is made); and (c) the option to decline to notify such authorities.
4. Where applicable, the rights of victims and the institution's responsibilities regarding orders of protection, no-contact orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court.

Preservation of Evidence & Forensic Examinations

Victims of physical assault are advised to not remove clothing items worn during or following an assault, as they frequently contain valuable fiber, hair, and fluid evidence. Don't bathe or wash, or otherwise clean the environment in which the assault occurred. You can obtain a forensic examination at UnityPoint - Methodist Hospital located at 1200 Pleasant Street in Des Moines or Mercy Medical Center located at 1111 6th Avenue in Des Moines.

Completing a forensic examination does not require you to file a police report, but having a forensic examination will help preserve evidence in case you decide at a later date to file a police report.

Victims are also advised to retain evidence in electronic formats (e.g., text messages, emails, photos, social media posts, screenshots, etc.). Such evidence is valuable in all situations, and it may be the only type of evidence available in instances of stalking.

Security/Law Enforcement & How to Make a Police Report

- DMU Security Office, 515-271-1471
- Des Moines Police Department, by phone at 911 (if emergency) or 515-283-4811, or in person at 25 East 1st Street, Des Moines
- To make a police report, a victim should contact the local police agency listed above either by phone or in-person. The victim should provide as much information as possible, including name, address, and when and what occurred, to the best of the victim's ability.

Information about Legal Protection Orders

In Iowa, victims may obtain several types of protective orders. The most common, No Contact Orders, are issued in cases in which a person has been arrested and charged with a crime. Another common order is a Protective Order. These orders are issued through the Civil Court and involve those persons who have been victims of domestic abuse.

Criminal No Contact Orders. A No Contact Order is issued in criminal court following an arrest for domestic abuse, assault, stalking, harassment, sexual abuse, or assault. A No Contact Order requires the defendant to have no contact with and to refrain from harassing the victim, persons residing with the victim, or members of the victim's family. These orders can be requested by the Polk County Attorney's Office, and are granted by a judge in the course of criminal proceedings.

Civil Protective Orders. Even if there are no criminal charges against an abuser, victims can ask the Court to issue a Civil Protective Order if the abuser and victim have a relationship such as a spouse, ex-spouse, current or prior co-habitation, having a child together, or being in an intimate relationship. Applications may be obtained from the Clerk of Court in Room 115 of the Polk County Courthouse, 5th and Mulberry in Des Moines. The applicant will appear before a judge who will review the request. The judge may issue a Temporary Order which will last until a full court hearing is scheduled to consider whether a Permanent Order will be granted. A Permanent Order lasts up to one year and may be extended after that. For assistance in Polk County, individuals may contact the Polk County Attorney at 515-286-3737 or 222 5th Ave, Des Moines. Individuals with questions about the qualification for obtaining a Civil Protective Order may call the Civil Court Advocate of the Family Violence Center at 515-243-6147. When a protection order is granted, it is enforceable statewide. If you have obtained a protection order and need it to be enforced in your area, you should contact the local police department.

The [Iowa State Victim Notification Service \(VINE\)](#), is a service through which victims of crime can use the telephone or internet to search for information regarding their offenders' custody status and register to receive telephone or email notification when their offender's custody status changes. The VINE Toll Free Number for Iowa is 1-888-742-8463. The institution will also enforce any temporary restraining order or other no contact order against the alleged perpetrator from a criminal, civil, or tribal court.

Any student or employee who has obtained an order of protection from a court in Iowa should provide a copy to DMU's Title IX Coordinator so that it may be kept on file with the institution and can be enforced on campus, if necessary. Upon learning of any orders, the institution will take all reasonable and legal action to implement the order.

In addition, the University may issue and enforce No Contact and No Trespass Directives. These institutional directives are not legal orders of protection and do not replace the types of legal protective orders described above.

University No Contact Directives. During an investigation, the University may issue no contact directives to parties involved in reported incidents of sexual misconduct as outlined in the Discrimination and Harassment Prohibition and Sexual Misconduct policies. These University No Contact Directives may extend beyond investigation closures and resolution. Individuals should contact the Chief Compliance Officer to request a University No Contact Directive.

University No Trespass Directives. The University has the right to ask a person to leave University property if the person's conduct is disruptive to campus activities, threatening, or harassing of others. Under these circumstances, a University No Trespass Directive will be issued by the Director of Facilities Management or the Security Office. The Des Moines Police department may be contacted if University No Trespass Directives are violated and violators may be subject to arrest.

Available Victim Services:

Victims will be provided written notification about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available to them, both within the University and in the surrounding community. Those services include:

Campus Resources

- Student Counseling Center: DMU Academic Center, 4th Floor; 515-271-1392
- Student Health: DMU Clinic, 4th Floor; 515-271-7883

- Financial Aid: DMU Academic Center, 4th Floor; 515-271-1470
- Aetna Student Assistance Program: 1-877-351-7889, 24/7 telephone support
- Employee Assistance Program: 515-263-4004 or 1-800-732-4490

Community Resources

- Polk County Crisis and Advocacy: 515-286-3600 or 515-286-3535
- Crisis Intervention Services: 1-800-270-1620
- Iowa Sexual Abuse Hotline: 1-800-284-7821
- Iowa Domestic Violence Hotline: 1-800-942-0333
- Iowa Domestic Violence Helpline: 1-800-770-1650
- Iowa Coalition Against Sexual Assault (legal assistance): 515-244-7424
- UnityPoint - Methodist Hospital: 515-241-6212
- Mercy Medical Center: 515-247-3121
- Des Moines Police Department: 911 or 515-283-4811
- National Domestic Violence Hotline: 1-800-799-7233
- National Sexual Assault Hotline: 1-800-656-4673
- Iowa Legal Aid: <https://www.iowalegalaid.org/>
- Immigration Advocates Network:
<https://www.immigrationadvocates.org/nonprofit/legaldirectory/search?state=IA>
- U.S. Citizenship and Immigration Services: <https://uscis.gov/about-us/find-uscis-office/field-offices/iowa>

Accommodations and Protective Measures:

The University will provide written notification to victims about options for, and available assistance in, changing academic, living, transportation, and working situations or protective measures. If victims request these accommodations or protective measures and they are reasonably available the University is obligated to provide them, regardless of whether the victim chooses to report the crime to campus security or local law enforcement.

Requests for accommodations or protective measures should be made to the Chief Compliance Officer/Title IX Coordinator at 515-271-1526; the Chief Compliance Officer/Title IX Coordinator is responsible for deciding what, if any, accommodations or protective measures will be implemented.

When determining the reasonableness of such a request, the University may consider, among other factors, the following:

- The specific need expressed by the complainant
- The age of the students involved
- The severity or pervasiveness of the allegations
- Any continuing effects on the complainant

- Whether the complainant and alleged perpetrator share the same class or job location
- Whether other judicial measures have been taken to protect the complainant (e.g., civil protection orders)

The University will maintain as confidential any accommodations or protective measures provided a victim to the extent that maintaining confidentiality would not impair the University's ability to provide them. However, there may be times when certain information must be disclosed to a third party in order to implement the accommodation or protective measure. Such decisions will be made by the University in light of the surrounding circumstances, and disclosures of this nature will be limited so that only the information necessary to implement the accommodation or protective measure is provided. In the event it is necessary to disclose information about a victim in order to provide an accommodation or protective order, the University will inform the victim of that necessity prior to the disclosure, including which information will be shared, with whom it will be shared and why.

Procedures for Disciplinary Action:

Allegations of domestic violence, dating violence, sexual assault or stalking will be processed through the institution's Sexual Misconduct and Discrimination and Harassment Prohibition policies and the related complaint resolution procedures. The procedures are utilized whenever or wherever a complaint is made, regardless of the status of the complainant and the respondent.

The complaint resolution procedures are invoked once a report is made to one of the following individuals:

Title IX Coordinator

Erika Linden
 Chief Compliance Officer
 515-271-1526
 Academic Center Room 514
 Erika.Linden@dmu.edu

Title IX Investigators

Becky Lade
 Chief Human Resources Officer
 515-271-1485
 DMU Clinic Room 137
 Becky.Lade@dmu.edu

Kimberly Brown, PhD
 Vice President of Enrollment Management and Student Affairs
 515-271-1462
 Student Education Center Room 139
 Kimberly.Brown@dmu.edu

Alicia Lynch
 Director of Student Affairs and Conduct Officer
 515-271-1457
 Student Education Center Room 130
 Alicia.Lynch@dmu.edu

An electronic form available on Pulse at <https://pulse.dmu.edu/students/Pages/MisconductReporting.aspx> can also be used to file a report.

Once a complaint is made, the Title IX Coordinator will commence the investigatory process as soon as practicable, but not later than seven (7) days after the complaint is made. The Title IX Coordinator and/or designee will analyze the complaint and notify the respondent that a complaint has been filed.

During the investigation, the complainant and respondent will each have an equal opportunity to describe the situation and present witnesses and other supporting evidence. The investigator(s) will review the statements and evidence presented and may, depending on the circumstances, interview others with relevant knowledge, review documentary materials, and take any other appropriate action to gather and consider information relevant to the complaint. Upon completion of the investigation, the investigator makes a determination as to whether any allegations in the complaint were found to be substantiated by a preponderance of the evidence. The investigator will then prepare an investigation report outlining the findings and include, if necessary, sanctions or other remedial measures to impose. The parties will be notified of this determination in writing within three (3) business days of it being made. The institution will conduct a fair, impartial investigation in a timely manner. The amount of time needed to conclude an investigation will depend on the nature of the allegation and the scope of the investigation (e.g., the number and/or availability of witnesses involved).

Both parties have an equal opportunity to appeal the determination by filing a written appeal with the Chief Compliance Officer/Title IX Coordinator within five (5) calendar days of being notified of the outcome of the investigation. The Chief Compliance Officer/Title IX Coordinator will consider the appeal and render a decision, typically within thirty (30) days of receipt of request.

Rights of the Parties in an Institutional Proceeding:

During the course of the process described in the previous section, both the accuser and the individual accused of the offense are entitled to:

1. A prompt, fair and impartial process from the initial investigation to the final result.
 - A prompt, fair and impartial process is one that is:
 - Completed within reasonably prompt timeframes designated by the institution's policy, including a process that allows for the extension of timeframes for good cause, with written notice to the accuser and the accused of the delay and the reason for the delay.
 - Conducted in a manner that:
 - Is consistent with the institution's policies and transparent to the accuser and the accused.
 - Includes timely notice of meetings at which the accuser or accused, or both, may be present; and
 - Provides timely access to the accuser, the accused and appropriate officials to any information that will be used during the informal and formal disciplinary meetings and hearings.
 - Conducted by officials who do not have a conflict of interest or bias for or against the accuser or the accused.
2. Proceedings conducted by officials who, at a minimum, receive annual training on the issues related to dating violence, domestic violence, sexual assault and stalking and on how to conduct

an investigation and hearing process that protects the safety of victims and promotes accountability.

- Training topics for these officials include relevant evidence and how it should be used during a proceeding, proper techniques for questioning witnesses, trauma informed interviewing and response, basic procedures including review of DMU's procedures, and avoiding actual or perceived conflicts of interest and bias. University officials have attended training programs offered by the Association of Title IX Administrators, the Association of Student Conduct Administrators, the Clery Center, and the National Center for Campus Public Safety, among others.
3. The same opportunities to have others present during any institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice. The institution may not limit the choice of advisor, but may establish limits regarding the extent to which that advisor may participate in the proceeding, as long as those limits apply equally to both parties.
 4. Have the outcome determined using the preponderance of the evidence standard.
 5. Simultaneous, written notification of the results of the proceeding, any procedures for either party to appeal the result, any change to the result, and when the result becomes final. For this purpose, "result" means "any initial, interim and final decision by an official or entity authorized to resolve disciplinary matters" and must include the rationale for reaching the result and any sanctions imposed.

Possible Sanctions or Protective Measures that the University May Impose for Dating Violence, Domestic Violence, Sexual Assault or Stalking Offenses:

Following a final determination in the institution's disciplinary proceeding that domestic violence, dating violence, sexual assault, or stalking has been committed, the institution may impose a sanction depending on the mitigating and aggravating circumstances involved. Sanctions for employees and students can include verbal or written warnings, loss of privileges, no-contact directives, remedial training, restitution, probation, suspension, dismissal from the University, or termination of employment. A period of suspension for students may be for a partial or entire academic year. An employee may be suspended for any length of time determined appropriate by the Chief Human Resources Officer and Chief Compliance Officer/Title IX Coordinator.

In addition, the University can make available to the victim a range of protective or interim measures. They may include modifications to academic assignments for class schedules, implementing protective or restraining orders, issuing no-contact directives, excluding a respondent from areas of campus, and providing security escorts.

Publicly Available Recordkeeping:

The University will complete any publicly available recordkeeping, including Clery Act reporting and disclosures, without the inclusion of personally identifiable information about victims of dating violence, domestic violence, sexual assault, and stalking who make reports of such to the University to the extent permitted by law.

Victims to Receive Written Notification of Rights:

When a student or employee reports to the University that he or she has been a victim of dating violence, domestic violence, sexual assault, or stalking, whether the offense occurred on or off campus, the University will provide the student or employee a written explanation of his or her rights and options as described in the paragraphs above.

Sex Offender Registration Program:

The Campus Sex Crimes Prevention Act of 2000 requires institutions of higher education to advise members of the campus community where they can obtain information provided by the state concerning registered sex offenders. It also requires sex offenders to notify the state of each institution of higher education in the state at which they are employed or enrolled or carrying on a vocation. The state is then required to notify the University of any such information it receives. Anyone interested in determining whether such persons are on this campus may do so by contacting the Building Services Manager at 515-271-1340. State registry of sex offender information may be accessed at the following link: <http://www.iowasexoffenders.com/>

Timely Warnings and Emergency Response

Timely Warnings

In the event of criminal activity occurring either on campus or off campus that in the judgment of the Building Services Manager and Administrator on Duty constitutes a serious or continuing threat to members of the campus community, a campus-wide “timely warning” will be issued. Examples of such situations may include a sexual assault or a series of motor vehicle thefts in the area that merit a warning because they present a continuing threat to the campus community. Warnings will be communicated to students and employees via one or more of the methods discussed later in this section. Updates to the warnings will be provided as appropriate.

Anyone with information warranting a timely warning should immediately report the circumstances to:

- Security Office, 515-271-1471
- Building Services Manager, 515-271-1340
- Chief Compliance Officer, 515-271-1526
- Health and Safety Manager, 515-271-1658
- Director of Student Affairs and Conduct Officer, 515-271-1457
- Vice President of Enrollment Management and Student Affairs, 515-271-1462

The University has communicated with local law enforcement asking them to notify the University if it receives reports or information warranting a timely warning.

Emergency Response

The University has an emergency management plan designed to ensure a timely and effective response in the event of a significant emergency or dangerous situation occurring on campus involving an immediate threat to the health or safety of members of the campus community. Such situations include, but are not limited to: severe weather such as tornadoes or high winds, bomb threats, chemical spills or gas leaks, disease outbreaks, fires, violent intruders, terror incidents, etc. The University has

communicated with local police requesting their cooperation in informing the University about situations reported to them that may warrant an emergency response.

The emergency response plan may be initiated by an Administrator on Duty (AOD) or the Building Services Manager in the event of a serious emergency on campus. DMU's AODs are the President, Provost, Chief Financial Officer, Chief Human Resources Officer, Chief Compliance Officer, and Vice President of Research. An Administrator on Duty will serve as the Incident Commander and will assign others to various emergency response roles. The Security Office will serve as the command center for an emergency response.

Students, staff and visitors are encouraged to notify the Security Office at 515-271-1471 of any emergency or potentially dangerous situation.

The Building Services Manager, in consultation with an Administrator on Duty, will access available sources of information from campus administrative staff and local authorities to confirm the existence of the danger and will be responsible for initiating the institution's response and for marshaling the appropriate local emergency response authorities for assistance. Depending on the nature of the emergency, other University departments may be involved in the confirmation process.

The Building Services Manager will consult with the Administrator on Duty to determine the appropriate segment or segments of the University community to be notified. These individuals may confer with other appropriate University officials or with the Des Moines Police or pertinent municipal authorities when making the determination about who should receive notifications. The decision to expand notifications may be made following ongoing assessment of the situation as it evolves.

The Building Services Manager, in collaboration with the Administrator on Duty, will determine who should be notified, and will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

Depending on the segments of the campus the notification will target, the content of the notification may differ. When appropriate, the content of the notification will be determined in consultation with local authorities. As appropriate, the notification will give guidance as to whether its recipients should shelter in place or evacuate their location.

The Building Services Manager will direct the issuance of emergency notifications, which will be accomplished using one or more of the methods discussed later in this section, depending on the nature of the threat and the segment of the campus community being threatened.

At the direction of an Administrator on Duty, the University's Building Services Manager will contact local law enforcement of the emergency if they are not already aware of it and local media outlets in order that the larger community outside the campus will be aware of the emergency.

Methods for Issuing Timely Warnings and Emergency Notifications

The method(s) listed below may be utilized when the University issues a timely warning or emergency notification to the campus community.

Method	Sign-Up Instructions
Website postings and campus digital signage	n/a
Campus-wide intercom/public address system	n/a
Omnilert ¹ text messages	Students and Employees can go to the Facilities Management page on Pulse to sign up to receive Omnilert text messages
Omnilert email to all Students and Employees	Employees and Students are automatically enrolled to receive Omnilert email alerts

Testing & Documentation

The University tests its emergency response and evacuation procedures at least once a year. The tests may be announced or unannounced. Also, at various times the Emergency Management Advisory Team will meet to train, test and evaluate the University’s emergency response plan.

The Building Services Manager maintains a record of these tests and training exercises, including a description of them, the dates and times they were held and an indication of whether they were announced or unannounced. In connection with at least one such test, the University will distribute to its students and employees information to remind them of the University’s emergency response and evacuation procedures.

Crime Statistics

The statistical summary of crimes for this University over the past three calendar years follows:

Crime	On Campus			Non Campus			Public Property		
	2017	2016	2015	2017	2016	2015	2017	2016	2015
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0

¹ The Omnilert notification system was previously called e2campus.

Crime	On Campus			Non Campus			Public Property		
	2017	2016	2015	2017	2016	2015	2017	2016	2015
Statutory Rape	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Arrest - Liquor Law Violation	0	0	0	0	0	0	0	0	0
Arrest - Drug Abuse Violation	0	0	0	0	0	0	0	0	0
Arrest - Weapon Violation	0	0	0	0	0	0	0	0	0
Disciplinary Referral - Liquor Law Violation	0	0	0	0	0	0	0	0	0
Disciplinary Referral - Drug Abuse Violation	0	0	0	0	0	0	0	0	0
Disciplinary Referral - Weapon Violation	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	2	2	1	0	0	0	0	0	0

*The University does not have on-campus student housing facilities.

Hate crimes:

2017: 1 On Campus incident of Intimidation characterized by religion bias

2016: No hate crimes reported.

2015: No hate crimes reported.

Crimes unfounded by the University:

2017: 0 unfounded crimes.

2016: 0 unfounded crimes.

2015: 0 unfounded crimes.

Statistics for unfounded crimes provided by law enforcement agencies:

2017: 0 unfounded crimes.

2016: 0 unfounded crimes.

2015: 0 unfounded crimes.

Data from law enforcement agencies:

- The data above reflects statistics provided from law enforcement agencies related to crimes that occurred on the University's Clery Geography.
- The University was provided with some crime data from law enforcement agencies for which it cannot be determined whether any of the statistics apply to or include the University's Clery Geography.
- Certain law enforcement agencies did not comply with the University's request for crime statistics.