

Campus Security and Safety Report  
Des Moines Center  
September 30, 2010

This information is being provided to all students and employees as part of Upper Iowa University's - Des Moines Center commitment to safety and security on campus and in compliance with the Federal Student Right-to-Know and Campus Security Act (1990), Public Law 101-542, as amended by the Higher Education Technical Amendments of 1991, Public Law 120-26, and the Sexual Abuse Bill, House File 2026, which was passed into law by the Iowa General Assembly effective July 1, 1992.

Upper Iowa University - Des Moines Center is located in West Des Moines, IA; a community of approximately 49,000. West Des Moines is located in Polk County in central Iowa. A total of 467 students were enrolled in the fall of 2010. Upper Iowa University's main campus is located in Fayette, Iowa a small rural community of 1,200 people in NE Iowa.

### **General Philosophy**

Upper Iowa University is committed to creating an environment that promotes the intellectual, social, emotional, spiritual or ethical, and physical well-being of its community members. The commitment includes encouraging and reinforcing healthy, responsible living and respect for center standards and regulations, and community laws.

### **Des Moines Center Campus**

Upper Iowa University owns the property in West Des Moines. The campus is comprised of two buildings; 1119 - 5th Street (purchased in 1996) and 1101 - 5th Street (purchased in 1998). Classrooms and the administrative offices are at the 1119 - 5th Street location. The 1101 - 5th Street address currently houses On-Line Administration and five classrooms. Parking lots with over 500 parking spaces are adjacent to the two buildings.

### **Reporting of Criminal Actions or Emergencies**

The Center Coordinator and The Conley Group, Inc. are responsible for the security of the buildings and grounds. The Conley Group officers lock and check the buildings. The center staff may be responsible for locking the building when security officers are not on duty. Conley works with the Des Moines Center Coordinators and the center staff reports to the Center Coordinator.

The Des Moines Center has a cooperative relationship with the West Des Moines Police Department. Since the center is located in a low-crime area, the Des Moines Center relies on the West Des Moines Police Department to handle criminal matters.

Also, the University has policies and procedures followed by the Des Moines Center administrative staff to handle violations of conduct standards and the law by students or employees. This information is contained in the Upper Iowa University Center Bulletin and Handbook for Administration and Staff.

To report a crime, a student should notify the Des Moines Center Coordinator, the Conley Group Officer and the West Des Moines Police Department. An employee should call his/her immediate supervisor or the West Des Moines Police Department.

The person making the call shall complete the Incident Report Form available at the Des Moines Center office. In the event of a fire, the student or employee should pull the fire alarm or call the West Des Moines Fire Department. The West Des Moines Fire Department is a well-equipped and well-trained fire department. The Center Coordinator will notify the Extended University.

All buildings at the Des Moines Center have fire alarm systems, accessible fire extinguishers, and also have smoke detection systems.

Several medical clinics and ambulance services can provide professional medical emergency care to the University community. Emergency care is available 24 hours a day at Mercy Hospital, Iowa Methodist Medical Center, and Iowa Lutheran Hospital all located in Des Moines.

### **EMERGENCY TELEPHONE NUMBERS**

Fire Department - West Des Moines 911  
Ambulance - West Des Moines 911  
Police - West Des Moines Emergency 911  
Non-Emergency 222-3321  
Mercy Hospital Emergency 247-3211  
Iowa Methodist Medical Center Emergency 241-6423  
The Conley Group Emergency 277-7437

### **DES MOINES CENTER TELEPHONE NUMBERS**

515-225-1800

Karin Dunn Coordinator ext. 2207  
Jeff Klunenberg Associate Coordinator ext. 2204

### **Center Facilities**

University facilities are well maintained. Access to academic and administrative offices are generally limited to students, employees, and visitors for the purpose of study, work, teaching, and conducting other University business.

Only those who have demonstrated a need are issued keys to the building. A record is kept of keys issued, thus identifying each person carrying keys to the building.

Administrative Offices are open on Monday and Wednesday from 9 a.m. until 7 p.m., Tuesday and Thursday from 9 a.m. until 6 p.m., and Friday from 9 a.m. until 3 p.m. Classes meet from 5:15 to 10:15 p.m. Monday through Thursday, and from 8:00 a.m. to 3:30 p.m. on Saturday. The building is open during these hours. Evening hours for the media center and certain laboratories are posted. Buildings are closed after regular class time hours. Access to classrooms and laboratories is limited to UIU students, faculty, staff and those assisting with class. A private security guard is employed for an on-site presence during class hours.

### **The Law and University Policies - Alcohol, Drugs, and Sex Offenses**

To provide for the safety of members of the University community and its property, Upper Iowa University - Des Moines Center has set standards of conduct for members of the community and for those seeking admission to the University. These University standards are included in the Handbook for Faculty, Handbook for Administration and Staff, and Center Bulletin.

The standards of conduct do not replace or relieve persons from complying with the requirements of civil or criminal laws. Unlawful behavior may result in criminal prosecution as well as disciplinary action.

The policies relating to alcoholic beverages, drugs, and sexual assaults are found in the Center Bulletin, Handbook for Administration and Staff and Extended University Faculty Handbook. As part of the education process, members of the University community are informed about University expectations and consequences when an individual violates alcohol, drug, and sexual assault policies and related laws.

**Alcohol & Drugs:** In consideration of federal, state and local laws, the possession, use or sale of illicit drugs is prohibited at the Des Moines Center. The possession, use or sale of alcoholic beverages is prohibited at the Des Moines Center unless otherwise stated in writing by the University. The possession or consumption of alcoholic beverages is not permitted at any center social activity, athletic event, intramural activity, student campus organizational activity, student activity for prospective students, and recreational areas of the Des Moines Center. The University neither condones nor sanctions the use of alcohol. All individuals are expected to observe the alcoholic beverage and illicit drug laws of the State of Iowa. Members of the Des Moines Center who are of legal age (21) are expected to make responsible decisions about the use of alcohol or drugs and to assume full responsibility for their personal conduct and actions. This includes respecting the right of those individuals who choose not to use alcohol or drugs.

The University reserves the right to expel a student or terminate an employee who is involved in the use, possession, sale or distribution of illegal drugs on University property or at University functions.

**Sex Offenses:** Sexual harassment or assault is not tolerated at the Des Moines Center. Specific programs and procedures are in place to deal with those concerns. Sexual abuse is prohibited and is defined as:

- Unwanted or unwilling sexual contact-any sexual touching or attempting to disrobe a person without his/her willing consent.
- Unwanted or unwilling sexual intercourse-any unlawful sexual intercourse however slight that occurs without the consent of either party. Consent is defined as a positive verbal acknowledgment such as "yes". Any person under the influence of alcohol or other drugs is considered incapacitated and unable to give consent.
- Sexual exploitation-the observation or reproduction of any sexual act without the written consent of all parties involved.

Examples: (not an exclusive list) Force or threats of force, including stranger and/or gang rape. Preventing a person from resisting by administering any intoxicant. Sexual intercourse with a person who is known to be unconscious of the nature of the act (e.g. sexual intercourse with a person who is sleeping, passed out or blacked out from alcohol or drugs.) Sexual intercourse with a person who is incapable of giving legal consent or under the legal age. Sexual intercourse with a student who is unable to give consent because of a language barrier.

### **Crime Awareness and Campus Security Act of 1990**

In November of 1990 President George Bush signed into law the Student Right-To-Know and Campus Security Act. This piece of legislation will affect, to some extent, the campus security programs of every postsecondary institution in the nation.

The Crime Awareness And Campus Security Act establishes a minimum standard for the disclosure of campus crime statistics in each institution's "annual report". Numbers of the following offenses which are reported (to campus security authorities or local police agencies) to have occurred 'on campus' must be reported:

Murder  
Sex Offenses  
Robbery  
Aggravated Assault  
Burglary  
Motor Vehicle Theft

Also required to be reported are the numbers of arrests for the following crimes that have occurred 'on campus':

Liquor Law Violations  
Drug Abuse Violations  
Weapons Possession

The campus/center includes any building or property owned or controlled by the institution of higher education within the same reasonably contiguous area and used by the institution in direct support of, or related to, its educational purposes; or any building or property owned or controlled by student organizations recognized by the institution.

### **Categories and Definitions**

Mandatory categories of this act include as follows:

1. Murder - the willful (non-negligent) killing of one human being by another
2. Sex Offenses - a forcible sex offense is "any sexual act directed against another person, forcibly and/or against another person's will; or not forcibly or against the person's will where the victim is incapable of giving consent" and includes forcible rape, forcible sodomy, sexual assault with an object and forcible fondling. Non forcible sex offenses are acts of "unlawful, non forcible sexual intercourse" and include incest and statutory rape.
3. Robbery - the taking, or attempting to take, of anything of value under confrontational circumstances from the control, custody, or care of another person or persons by force or threat of force or violence and/or putting the victim in fear of immediate harm.
4. Aggravated Assault - an unlawful attack by one person upon another wherein the offender uses a weapon or displays it in a threatening manner, or the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness - note that an (unsuccessful) attempt to commit murder would be classified as an aggravated assault.
5. Burglary - the unlawful entry into a building or other structure with the intent to commit a felony or theft - note that forced entry is not a required element of the offense, so long as the entry is unlawful (constituting a trespass) it may be accomplished via an unlocked door or window - included are (unsuccessful) attempts to commit a burglary where forced is employed, or where a perpetrator is frightened off while entering an unlocked door or climbing through an open window.
6. Motor Vehicle Theft - The theft or attempted theft of a motor vehicle.

7. Liquor Law Violations \* - violations of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages (with the exception of "driving under the influence" or "drunkenness").

8. Drug Abuse Violations \* - violations of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use.

9. Weapons Possessions \* - violations of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

\* Resulting in arrest.

### Crime Information and Statistics

Upper Iowa University Des Moines Center will publish and distribute an annual security report containing campus security policies and procedures as well as center crime statistics. The statistics are compiled in cooperation with the West Des Moines Police Department. Statistics concerning the occurrences of the following criminal offenses at the Des Moines Center reported to center authorities or local police are as follows:

| OFFENSES                 | 1/1-12/31/9 | 1/1-12/31/08 | 1/1-12/31/07 |
|--------------------------|-------------|--------------|--------------|
|                          | Number      | Number       | Number       |
| Murder                   | 0           | 0            | 0            |
| Forcible Sex Offenses    | 0           | 0            | 0            |
| Nonforcible Sex Offenses | 0           | 0            | 0            |
| Robbery                  | 0           | 0            | 0            |
| Aggravated Assault       | 0           | 0            | 0            |
| Burglary                 | 0           | 0            | 0            |
| Motor-Vehicle Theft      | 0           | 0            | 0            |

Statistics concerning the number of arrests for the following crimes occurring at the center are as follows:

|                       |   |   |   |
|-----------------------|---|---|---|
| Liquor-Law Violations | 0 | 0 | 0 |
| Drug Abuse Violations | 0 | 0 | 0 |
| Weapons Possession    | 0 | 0 | 0 |

Crime statistics will be maintained on a calendar year basis in compliance with the Campus Security Act.

Anyone having questions about the Campus Security and Safety Report may contact the Center Coordinator at 515-225-1800.

---