

UPPER IOWA UNIVERSITY – FORT POLK CENTER CENTER SECURITY AND SAFETY REPORT

October 7, 2010

This information is available to all students and employees as part of Upper Iowa University's commitment to safety and security at the Fort Polk Center 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.

The Fort Polk Center is located at Fort Polk, Louisiana, Home of the Army's Joint Readiness Training Center (JRTC). There are approximately 9,792 soldiers assigned to the installation. Fort Polk is located in west-central Louisiana, about 45 miles from Alexandria, 70 miles from Lake Charles, 250 miles from New Orleans and 180 miles from Houston. Closer to our front gate is the nearby town of Leesville, LA, located in Vernon Parish.

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 and installation standards, regulations and community laws.

Reporting of Criminal Actions or Emergencies

The administrative office responsible for security of buildings and grounds utilized by the Fort Polk Center is the Army Education Center, which is a component of the Directorate of Community Activities. The center staff is responsible for security of the center office. A contracted person locks and checks all classrooms and buildings at the conclusion of evening classes.

As the Center conducts all of its operations in government facilities, the Installation Provost Marshall handles all criminal matters that may occur on the installation. Additionally, the University has policies and procedures to handle violations of conduct standards and the law by students or employees. This information is contained in the Center Bulletin and Handbook for Administration and Staff.

To report a crime, a student should call the military police. An employee should contact his/her immediate supervisor in addition to the military police. The person making the call shall complete the Incident Report Form, which is available from the Center Coordinator.

In the event of a fire, the student or employee should call the post fire department. All buildings utilized by the Center have fire evacuation plans posted. Bayne-Jones Army Community Hospital provides medical emergency care for Center students. If, for some reason, the student is not authorized care in the military treatment facility, arrangements will be made to transfer the student to one of the civilian medical facilities in the surrounding communities.

EMERGENCY TELEPHONE NUMBERS

Any Emergency	911
Fire Reporting – Ft. Polk	911
Fort Polk Fire Station	531-2026
Ambulance – Bayne Jones	531-3361/3362
Military Police (Emergency)	911
Military Police (Non-Emergency)	531-2677/2227
Bayne-Jones Army Community E.R.	531-3368/3369

CENTER TELEPHONE NUMBERS

Army Education Center (South Fort)	531-1537
UIU Center Office	537-4465/531-5262
Post Information	531-2911

Center Facilities

The government provides all facilities utilized by the Center. The administrative offices are located at 7460 Colorado Avenue, Bldg. 660, Room 104, Fort Polk. Classrooms utilized by the Center are in Building 660. The close proximity of our classrooms makes it easy for our students to get from class to class with minimal problems. Access to academic classrooms and administrative offices is generally limited to students, employees, and visitors for the purpose of study, work, teaching and conducting other University business. Upper Iowa University has no residence halls at the Fort Polk Center.

Only those who have a demonstrated need are issued keys to a building or designated classroom. A record is kept of keys issued (both by the Center and by the Education Center), thus identifying each person carrying keys for a particular room or building.

Administrative offices are open from 8:00 a.m. to 5:00 p.m. Monday through Thursday and from 8:00 a.m. until 2:00 p.m. on Friday. Classrooms are open from 8:00 a.m. until 10:00 p.m. while terms are in sessions. The facility is monitored by night monitor.

The Law and University Policies – Alcohol, Drugs, and Sex Offenders

To provide for the safety of members of the University community and its property, Upper Iowa University has set standards of conduct for members of its 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, or applicable Army Regulations that may apply. 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 and the Handbook for Administration and Staff. 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, and Army Regulations, the possession, use, or sale of illicit drugs is prohibited on Center facilities. The possession, use or sale of alcoholic beverages is prohibited on Center facilities unless otherwise stated in writing by the University. All individuals are expected to observe the alcoholic beverage and illicit drug related laws of the State of Louisiana. Members of the Ft. Polk Center University Community 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 and 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 Center facilities.

Sexual Abuse: Sexual harassment or assault is not tolerated at the 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.

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 by the appropriate disciplinary board or administrator.

Guide to Sexual Assault Referral Services for University Students and Employees

It is an unfortunate fact that many individuals in our society are victims of personal violence. There is assistance available for a victim of such personal violence. A person who has been sexually abused will need support and information that will help clarify the issues and facilitate recovery. Please contact the Center Coordinator at Fort Polk for a counseling referral.

Victims of sexual abuse may wish to consider the following actions:

If you are raped or sexually assaulted:

1. Get to a safe place as soon as you can.
2. Try to preserve all of the physical evidence. Do not wash, use the toilet, or change clothing if you can avoid it. If you do change clothes, put all clothing you were wearing at the time of the attack in a paper, not plastic, bag.
3. Get medical attention as soon as possible to assess and treat any injuries you may have sustained and to collect important evidence to assist police in legal action.

4. Contact the Vernon County Sheriff (339) 238-1311 or the Ft. Polk military police (339) 531-2677.
5. Contact the Center Coordinator of the Ft. Polk Center who will maintain confidentiality, help explain your options, give you information and provide emotional support.
6. Contact someone you trust - a close friend or relative to be with you and support you.

Male Victims: While most victims of sexual assault are women, men can also be victims. Male victims at the Ft. Polk Center should take the same steps as outlined in this document.

Medical Treatment: It is important to seek immediate and follow-up medical attention for several reasons:

1. To assess and treat any physical injuries you may have sustained
2. To determine the risk of sexually transmitted diseases or pregnancy and take preventative measures
3. To gather evidence that could aid in criminal prosecution. Physical evidence should be collected immediately, ideally within the first 24 hours. It may be collected later that this, but the quality and quantity of the evidence may be diminished. A Ft. Polk student can receive the examination at the Ft. Polk emergency room.

Transportation: The administrative staff at the Ft. Polk Center will help arrange transportation to the clinic or hospital during normal working hours. The Ft. Polk Military Police will transport anyone assaulted to the hospital at any time of day.

Counseling and Emotional Support

There are several local counseling services available to provide counseling and emotional support. The staff at these agencies is able to intervene in a crisis situation and to provide you with information about your options.

Reporting to the Ft. Polk Center Staff: The Ft. Polk Center staff members are also available to help provide you with information about your options, including medical assistance, counseling, University disciplinary action, and legal prosecution information. Talking about your concerns with Center Coordinator may help you sort through your feelings and decide what to do. You can also report a recently occurring incident at a later date, if you do not choose to report it immediately. However, the sooner you report the incident, the sooner action steps can be outlined for your welfare.

The reasons for reporting to the Ft. Polk staff are:

1. To protect yourself and others from future victimization
2. To apprehend the assailant
3. To, in some way, seek justice for the wrong that has been done to you.

If you choose to report the incident to the Ft. Polk Military Police, an officer will take a statement from you regarding what happened. He/she will ask you to describe the assailant(s) (if you do not know them), or identify them if you do. He/she may ask questions about the scene of the crime, any witnesses and what happened before and after the incident. You may have a support person with you during your interview.

University Disciplinary Action

If you have been sexually assaulted by another student or group of students and are considering University action, you are encouraged to discuss the matter with the Center Coordinator or the Dean

of the Extended University. Please note that the University is required by the Clery Act (formerly the Campus Security Act) to report sexual assault statistics to the University community.

If you do not wish to have the assault reported statistically, you will need to discuss your options with the Center Coordinator or Dean of the Extended University. This will allow you a chance to review the procedures should you decide to file a formal complaint to be handled by the University. This discussion does not obligate you to pursue official action.

Charges may either be filed directly by you or by the University on the basis of your written statement. Such a charge would be handled in accordance with the procedures relating to violations of the Code of Student Conduct in the Center Bulletin.

Those students who are involved in sexual abuse cases are entitled to certain rights under Upper Iowa University's Disciplinary Hearing Procedures as well as the following:

1. Both the accuser and the accused have the right to present relevant information and witnesses in a hearing.
2. Both the accuser and the accused have the right to be notified of the sanctions imposed.
3. The accuser may request reasonable accommodations as to academic arrangements after an alleged sexual assault.
4. The accuser has the right to file a complaint at any time during their enrollment at the University.
5. Students who violate University policies while involved in a sexual assault will be adjudicated for the policy violation. Sanctions will be of an educational nature instead of punitive.

Non-student employee: If you have been sexually assaulted or harassed by a non-student employee of the University, this is a violation of the law and University policy. Complaints should be filed with the Center Coordinator or the Dean of the Extended University.

An employee (non-student) who has been sexually assaulted by another employee or student should report the matter to the Center Coordinator or Dean of the Extended University. If you want to press criminal charges, call the Ft. Polk Military Police.

Anonymous Reporting

If you are assaulted, and at this time do not want to pursue action within the University system or the local police department, you may still want to consider making an anonymous report. With your permission, the Center Coordinator or Dean of the Extended University can file a report of the incident without revealing your identity. The purpose of an anonymous report is to comply with your wish to keep the matter confidential, while taking steps to ensure future safety for yourself and others. With such information, the University can keep accurate records about the number of incidents involving students or employees, determine whether there is a pattern of assaults with regard to a particular location, method or assailant, and alert the Ft. Polk student community to potential danger.

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 post-secondary institution in the nation.

The Crime Awareness and Campus Security Act establish a minimum standard for the disclosure of campus crime statistic 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
Arson
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 Possessions

The campus includes any building or property owned or controlled by the institution of higher education within the same reasonable 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 the following:

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. **Arson**- Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, building, motor vehicle or aircraft, personal property or another, etc.
5. **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.
6. **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 force is employed, or where a perpetrator is frightened off while entering an unlocked door or climbing through an open window.

7. **Motor Vehicle Theft** – the theft or attempted theft of a motor vehicle.
8. **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”).
9. **Drug Abuse Violations*** -violations of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in the preparation and/or use.
10. **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

The statistics are compiled in conjunction with the Army Education Center and, if applicable, the Installation Provost Marshall. Statistics concerning the occurrences at the Center of the following criminal offenses reported to campus authorities or the military police are as follows:

OFFENSES	2009 Number
Murder	0
Forcible Sex Offenses	0
Nonforcible Sex Offenses	0
Robbery	0
Aggravated Assault	0
Burglary	0
Motor Vehicle Theft	0
Arson	0

Statistics concerning the number of arrests for the following crimes occurring on the installation is as follows:

OFFENSES	2009 Number
Liquor-Law Violations	0
Drug Abuse Violations	0
Weapons Possession	0

Campus Security Committee

The Fort Polk Center falls under the auspices of the Campus Security Committee, which serves as the coordinating body for campus security.