

# CHADRON STATE COLLEGE

## Security, Crime Prevention, and Fire Safety

### Policies and Statistics

#### 2011/2012

Chadron State College is located within the city limits of the northwestern Nebraska community of Chadron, a city of approximately 5,000 with an additional 2,000 students. During the academic year, approximately 1,000 students live in six residence halls and 55 family housing units. The incidence of crime is very low in this rural part of Nebraska, in the city of Chadron and on the campus. Still, Chadron State College strives to provide a safe environment for all individuals on campus, including students, staff and visitors. However, the primary responsibility for safety and security rests with each individual. CSC policies are designed to ensure a high level of security on campus and our staff works continually to increase the on-campus awareness of crime. Reporting of known crime is a part of Chadron State College's commitment to the safety of the members of our campus community.

#### DISCLOSURE OF CRIME STATISTICS

In accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1990, 20 U.S.C. 1092, Chadron State College annually compiles and releases information regarding crime statistics and policies to prospective students, prospective employees, current students and employees upon request, and the U.S. Dept. of Education. Crime statistics for the CSC campus, certain non-campus properties, and certain public property areas, which have been reported to the Chadron Police Department and Campus Security authorities for the most recent three calendar years, are disclosed in this publication.

Campus Security authorities are those officials to whom reports should be submitted for the purpose of making timely warnings and the annual statistical disclosure. CSC Campus Security authorities include Campus Security, the Vice President for Administration and Finance, Vice President for Enrollment Management and Student Services, Director of Housing and Residence Life, residence hall directors and coordinators.

#### MAKING IT SAFE FOR OUR STUDENTS

Chadron State College is sensitive to the needs and concerns of all students and actively promotes student respect toward each other. Open communication among students, and between students and the college community, will prevent and/or solve many problems. The primary responsibility for safety and security rests with each individual. Faculty, staff and students must observe all reasonable precautions to ensure their own well-being. Prompt and accurate reporting of criminal incidents is essential to a successful crime prevention program. The college takes steps to educate faculty, staff and students regarding the importance of these programs.

#### SAFETY AND CRIME PREVENTION EDUCATION

Students are routinely educated about issues that directly affect their welfare through student programming and contact with faculty and staff. Those issues include health topics, crime, and social and personal concerns. Students are encouraged to seek assistance from an academic advisor, counselor, and/or residence hall advisor in dealing effectively with safety-related needs and concerns.

Crime prevention education, including information addressing rape awareness, acquaintance rape, and other forcible and non-forcible sex offenses, is provided by a variety of sources. These sources include the Chadron radio stations, campus and Chadron newspapers, computer network, and in-service programs sponsored on campus, as well as in fliers distributed throughout the residence halls. Safety and crime experts such as the Chadron Police Department, Dawes County Sheriff's Office and Nebraska State Patrol participate in crime prevention and personal safety programs for residence hall students and other college groups annually. Chadron State College sponsors a variety of alcohol education classes that are required of students who are repeat violators of the college's alcohol policy.

Prospective students who attend Orientation are acquainted with Campus Security. All students and employees may access the incident statistics and crime information through the Chadron State College website: [www.csc.edu/documents/security/SafetySecurity.pdf](http://www.csc.edu/documents/security/SafetySecurity.pdf)

Students living in the residence halls receive security information from their residence hall director/coordinator or resident advisor. Safety is also addressed in the CSC Student Handbook which can be found at [www.csc.edu/publications/csc\\_student\\_handbook.pdf](http://www.csc.edu/publications/csc_student_handbook.pdf).

**An on-campus escort service is available to students. Contact the Chadron Police Department at 432-0510 for more information.**

#### PROVIDING A SAFE ENVIRONMENT

##### Access to Facilities

Keys to all buildings, except the residence halls, must be requested through and approved by the building manager. The Director of Housing and Residence Life is responsible for keys to the residence halls. All campus buildings are secured after normal working hours and access to them is controlled by personnel in conjunction with Campus Security. Campus Security officers and student employees patrol the campus at night to deter theft, vandalism and fire. Security deficiencies should be reported to either the building manager or Physical Facilities.

The Physical Facilities staff maintains the college buildings and grounds with a concern for safety and security. These individuals inspect campus facilities and make necessary repairs to ensure that appropriate safety and security standards are met.

## Residence Halls

Access to the residence halls on campus is limited to residents, their guests, authorized employees, and others with a specific need to enter the hall. Each hall posts notification to that effect. In general, responsibility for access to the halls and the security within rests with residence hall directors, resident advisors, residence hall coordinators and occupants of each hall. The side doors of all halls are locked each evening at 7 p.m. Front doors are also locked at 7 p.m. and the front desk of each residence hall is staffed by security personnel from 11 p.m. to 7 a.m.

Campus Security officers patrol the residence hall areas and check the security of the halls during the late night and early morning hours. Security deficiencies are corrected and reported to the office of Housing and Residence Life. The Housing and Residence Life Office notifies Physical Facilities regarding necessary repairs and upkeep.

Students who believe the safety of their living arrangements has been jeopardized may request a room/residence hall change from the Director of Housing and Residence Life. If such changes are reasonably available, they will be made immediately. For further information, please contact the Chadron State College Office of Housing and Residence Life at 432-6355.

## Emergency Response Team

Coordinated planning and response is essential for campus safety in emergencies. The CSC Emergency Response Team and its members take the campus leadership role in the event of an emergency. The team reviews emergency response plans and keeps them current as well as works closely with campus, local, state, and federal authorities for emergency planning and coordinated response.

Depending on the extent of the situation, the team initiates emergency notification of confirmed threat to health or safety to appropriate segments of campus. Students, faculty, and staff will be provided timely warning as to the occurrence of a serious crime that is thought to be a continuous threat to members of the campus community as soon as pertinent information becomes available.

Warnings and notifications will be made through personal notification including text or email messages, if applicable; as well as flyers, the student newspaper; local radio; CSC website; and the employee newsletter.

## Security Staff

Chadron State College has an interlocal agreement with the Chadron Police that provides a Campus Resource Officer and the support of the Police Department support to the campus. In addition, the campus employs a campus Security Supervisor; who is a former Nebraska State Trooper; to hire, train, and supervise a cadre of security workers for campus. The security workers patrol on campus and are responsible for reporting unusual or suspicious activity, building security, and front desk coverage in the evening hours for the Residence Halls. To contact campus security, please call 432-6037.

The Campus Security Department works closely with city, county, and state law enforcement agencies. They coordinate information and provide assistance to each other as needed. The Chadron Police Department monitors and records criminal activity at off-campus student organizations which are recognized by the college and that are engaged in by students attending the college.

## Campus Community Member Role

To help ensure that the campus emergency and safety plans and procedures work effectively students and staff members have important roles in campus safety and crime prevention. All campus members should take responsibility for understanding and following the regulations and information provided by campus officials and within campus publications. Educational and information sessions are also provided for the benefit of the campus members and attendance at these provides additional knowledge about health, safety, and crime prevention. Up-to-date contact information is essential for personal and mass notification about safety issues. Students, faculty, and staff members should review and update personal and emergency contact information regularly to ensure accurate listing of contact information within MyCSC, the campus information system.

## Reporting Crime

People who see or know of criminal activity or other emergencies on campus may report this in several ways. The campus is directly linked into the local government's Emergency 911 system. **Emergencies and serious injury accidents should be reported by dialing 9-1-1 off campus or 9-9-1-1 on campus.** The dispatcher is able to locate the source of the call and the Campus Security officer on duty will be dispatched. Several agencies from the city, including the fire department/ambulance service, will respond to the campus. Non-emergency calls should be made to 432-0510. The Chadron Police Department is on duty 24 hours a day to respond to calls for assistance. Residence hall directors, coordinators, and resident advisors are also on call 24 hours a day.

Accurate crime reporting is essential to the investigative process and confidentiality is maintained. Students, faculty, and staff are encouraged to make accurate and prompt reporting of crimes to Campus Security or the appropriate law enforcement agency. CSC Campus Security will assist students who choose to ask for help in notifying the proper law enforcement officials of offenses committed.

If a sex offense occurs, the victim should contact the Chadron Police Department (432-0510) or the CSC Director of Human Resources (432-6224). If the victim is not comfortable discussing the situation with any of these, he or she may report the incident to any CSC official or call the Office of the President (432-6201). **It is vital that evidence of the offense be preserved as it may be necessary to the investigation of the criminal sexual assault.** All allegations of sexual offenses will be immediately and confidentially investigated. If a claim is substantiated, disciplinary action will be taken according to policies developed by the Board of Trustees of the Nebraska State College System. A student found guilty of rape, acquaintance rape, or other sex offenses, forcible or non-forcible, may be subject to probation, suspension or expulsion. Public information concerning registered sex offenders can be obtained at the official Web site of the Nebraska State Patrol: [www.nsp.state.ne.us](http://www.nsp.state.ne.us)

## MISSING STUDENTS

This policy establishes a framework for cooperation among members of the Chadron State College (CSC) community aimed at locating and assisting students who are reported missing.

1. A student shall be deemed missing when he or she is absent from CSC for more than 24 hours without any known reason.
2. All reports of missing students shall be directed to the Vice President for Enrollment Management and Student Services, the Director of Student Housing, and Campus Security who shall investigate each report and make a determination whether the student is missing in accordance with this policy.
3. Students will be given the opportunity during each semester registration process to designate an individual or individuals to be contacted by CSC no more than 24 hours after the time that the student is determined to be missing. Unless otherwise specified by the student to the Registrar, the College will consider the parent/guardian or other primary emergency contact provided to the College by the student to be the person to be contacted in the event the student is determined to be missing. The student should notify the Emergency Contact that he or she has been designated as an Emergency Contact. A designation will remain in effect until changed or revoked by the student.
4. At any point during a student's enrollment, he or she may choose to register or change Emergency Contact information with CSC by notifying the Registrar or updating Emergency Contact information in MyCSC. This information is confidential but may be released to CSC Campus Security and the Chadron Police Department staff as necessary to carry out the purposes of this policy.
5. If a missing student is under the age of 18 and not emancipated, the Vice President for Enrollment Management and Student Services is required to notify the custodial parent(s) or guardian(s) of the missing student no later than 24 hours after the determination by the Vice President for Enrollment Management and Student Services and Campus Security that the student is missing.
  - a. No later than 24 hours after a student is reported missing, the Vice President for Enrollment Management and Student Services, or his designee, will be responsible for contacting the appropriate Emergency Contacts as established above.
  - b. The Vice President for Enrollment Management and Student Services and Campus Security will also notify the Chadron Police Department not later than 24 hours after it determines that the student is missing.
6. The Vice President for Enrollment Management and Student Services, or his designee, shall have the responsibility to make provisions of this policy and the procedures set forth below available to students.
7. The Vice President for Enrollment Management and Student Services, or his designee, will be responsible for filing all related missing person reports with other agencies as may be required and conduct an investigation.
  - a. The Vice President for Enrollment Management and Student Services, or his designee, will organize support personnel when a student is determined missing and make appropriate contacts within the College (Counseling Center, Academic Dean of student's school, and Campus Security).

## DISCIPLINARY PROCEDURES

The Board of Trustees of the Nebraska State College System grants authority to the President of Chadron State College to designate appropriate officers to render initial decisions relative to conduct and discipline, and to establish representative college committees for the review of these decisions. Acceptance of this policy by the student is implied as a condition of his or her enrollment.

A violation of college regulations or policy (whether the violation occurs on or off campus) may cause the student to be liable to disciplinary action, which may include suspension, following a hearing. Procedures are outlined in the Chadron State College Student Handbook.

On-campus disciplinary action in cases of alleged sexual assault will follow the due process procedure as developed by the Board of Trustees of the Nebraska State College System and as outlined in the CSC Student Handbook. The accuser and accused in these cases will be entitled the same opportunities to have others present during the campus disciplinary hearing. Both the accuser and accused will be informed of the outcome of the campus disciplinary hearing alleging a sexual assault.

## COUNSELING

Students who have experienced any crime or assault are encouraged to contact college counseling services at 432-6268 or 432-6232. The Panhandle Mental Health Center (877-492-7001) is a counseling service provider. A student's privacy will be protected. Professional mental health and pastoral counselors are encouraged; if and when they deem it appropriate, to inform persons they are counseling of any procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics. Students may request a change in an academic schedule or living accommodations, if available and reasonable, and can submit a request to the Vice President for Enrollment Management and Student Services for short-term escort service to and from class.

## DRUG AND ALCOHOL POLICY

The manufacture, distribution, dispensation, possession, or use of controlled substances on college property is prohibited by the drug use policy adopted by the Board of Trustees of the Nebraska State College System on April 14, 1989. The unauthorized possession or consumption of alcoholic beverages on campus property is in violation of the policies of the Board of Trustees of the Nebraska State College System and Nebraska law. Conviction of a violation of this law is considered a Class IV misdemeanor and could lead to a maximum fine of \$500. Applicable federal and state laws regarding possession, use and sale of illegal drugs will be enforced. Additional information about drug and alcohol law, policy, and education are available in the student handbook. [www.csc.edu/publications/csc\\_student\\_handbook.pdf](http://www.csc.edu/publications/csc_student_handbook.pdf)

## CAMPUS CRIME STATISTICS

The following is a summary of crime incidents reported to Chadron State College by the Chadron Police Department for January 1, 2008 through December 31, 2010.

Report of Criminal Offenses	On-Campus (Includes Res Halls)			Residence Halls			Non-Campus Building or Property			Public Property		
	'10*	'09*	'08*	'10*	'09*	'08*	'10*	'09*	'08*	'10*	'09*	'08*
<b>Homicide</b>												
<i>Murder &amp; Non-Negligent Manslaughter</i>	0	0	0	0	0	0	0	0	0	0	0	0
<i>Negligent Manslaughter</i>	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sex Offenses</b>												
<i>Forcible</i>	1	0	0	1	0	0	0	0	0	0	0	0
<i>Non-Forcible</i>	0	0	0	0	0	0	0	0	0	0	0	0
<b>Robbery</b>	0	0	0	0	0	0	0	0	0	0	0	0
<b>Aggravated Assault</b>	1	2	1	1	2	1	0	0	0	0	0	0
<b>Burglary</b>	0	6	15	0	4	10	0	0	0	0	0	0
<b>Motor Vehicle Theft</b>	0	1	0	0	0	0	0	0	0	0	0	0
<b>Manslaughter</b>	0	0	0	0	0	0	0	0	0	0	0	0
<b>Arson</b>	0	0	0	0	0	0	0	0	0	0	0	0
<b>Arrests (Referrals for Campus Disciplinary Action)</b>												
<b>Liquor Violations</b>	6(99)	0(111)	11(149)	6(99)	0(105)	3(149)	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
<b>Drug Violations</b>	2(5)	3(9)	3(4)	2(5)	3(9)	3(4)	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
<b>Weapons Violations</b>	0(1)	0(0)	0(0)	0(1)	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)

\*No victims of crimes reported were identified as being intentionally selected because of a category of prejudice. For further information, contact the Chadron Police Department at 432-0510 or the Vice President for Enrollment Management and Student Services at 432-6280.

## FIRE SAFETY

Fire safety and education is a cooperative effort between the CSC and Chadron Community. Communication and planning regarding fire safety is coordinated through administrative and residence hall staff and includes emergency evacuation procedures, alarm and extinguisher testing, as well as fire education programs offered through local and state agencies. Fire Alarm Systems installed in the campus buildings are equipped with horns and strobes for occupant notification. The panel monitors smoke detectors, heat detectors and pull stations in order to detect fire. This system is tested every six months for proper operation by licensed personnel. Additional information regarding campus fire emergency procedures and regulations are available in the Residence Life Handbook <http://www.csc.edu/housing/policies.csc>

Name of Facility	Street Address	Number of Fires		Number of Fire Related Injuries		Number of Fire Related Deaths	
		2010	2009	2010	2009	2010	2009
<b>Andrews Hall</b>	1051 Chapin Street	0	0	0	0	0	0
<b>High Rise</b>	501 East 10th Street	0	0	0	0	0	0
<b>Kent Hall</b>	1050 Shelton Street	0	0	0	0	0	0
<b>Brooks Hall</b>	245 East 10th Street	0	0	0	0	0	0
<b>Edna Work Hall/Wing</b>	1065 Main Street	0	0	0	0	0	0
<b>Family Housing</b>	1000 Chadron Avenue	0	0	0	0	0	0

09/30/11