Carlson College Annual Security Report
9/16/2024

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act requires colleges and universities to:

-publish an annual report every year by October 1 that contains three years of campus crime statistics and certain campus policy statements.

-disclose crime statistics for the campus and public property immediately adjacent to campus (County Rd. X 28).

-provide "timely warning" notices of those crimes that have occurred and pose an ongoing threat to students and employees.

Policy for Reporting the Annual Disclosure of Crime Statistics

Karen Eichler prepares this report to comply with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Act.
This report is prepared in cooperation with local law enforcement agencies and designated campus officials.
Each year a copy of this report is provided to all enrolled students, faculty, and staff.
Prospective students may receive a copy of the report by contacting the College via phone at 319-462-3402.

Crime definitions are as follows:

Criminal Homicide:
• Murder and Non-negligent Manslaughter—the willful (non-negligent) killing of one human being by the other.
• Negligent Manslaughter—the killing of another person through gross negligence.
Sex Offenses:
• Forcible—any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly, or against the person's will where the victim is incapable of giving consent.
Rape – Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
Fondling
• Non-forcible—unlawful non-forcible sexual intercourse (e.g. incest and statutory rape).
Robbery—the taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated Assault – an unlawful attack by one person upon another for the purposes of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by using a weapon or by means likely to produce death or great bodily harm.
Burglary – the unlawful entry of a structure to commit a felony or a theft.
Motor Vehicle Theft – the theft or attempted theft of a motor vehicle.
Arson – any willful or malicious burning or attempt to burn, with or without intent to defraud
Weapons: Carrying, Possessing, Etc. – violation 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.
Drug Abuse Violations – the violation 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. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Drug abuse also includes arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.
Liquor Law Violations – the violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.
Hate Crimes - a criminal offense committed against a person or property which is motivated, in whole or part, by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their actual or perceived race, gender, religion, national origin, sexual orientation, gender identity, ethnicity, or disability. Crime categories of criminal homicide, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, intimidation, vandalism (including destruction and/or damage to property), simple assault and of other crimes involving bodily injury to any person, in which the victim is intentionally selected because of actual or perceived (1) race, (2) gender, (3) religion, (4) national origin, (5) sexual orientation, (6) gender identity, (7) ethnicity, or (8) disability of the victim will be reported according to category of prejudice; and of domestic violence, dating violence, and stalking incidents.
Unfounded – If a determination is made through investigation of a sworn law enforcement agency that a reported offense or attempted offense is false or baseless.
Carlson College does not have circumstances in which it will remove reports of unfounded crimes.

Timely Warnings

If a situation arises, either on or off campus, that, in the judgment of the Campus Security Authorities constitutes an ongoing or continuing threat, a campus wide "timely warning" will be issued. The warning will be issued as a posting on the bulletin board to students, faculty, and staff.
Name(s) of the victims are confidential and will not be provided in a timely warning.

Emergency Response and Evacuation Procedures

Carlson College is dedicated to providing a safe and secure work and learning environment for students, faculty, staff, and visitors. It is Carlson College policy to be timely, accountable, and honest when communicating with the campus community in times of crisis.
Faculty and staff will determine the severity of the incident or crisis and report it to

Christina Rider	President	319-462-3402
Dana Peterson	Office Manager	319-462-3402
Pam Ellis	Financial Aid Administrator	319-462-3402

Upon assessment Chris, Dana, and/or Pam will execute a chain of action of events pertinent to the incident, execute internal and external communication response protocol, debrief, and document a resolution.
When a significant health or safety emergency, or some other dangerous situation occurs on campus, campus community members are immediately notified once the threat to the college community has been

verified. Carlson College has a variety of ways to disseminate this information which include local broadcast media, Carlson website, bulletin boards, and direct communication.

Emergency Response and Evacuation Testing Procedures

Carlson College conducts two unannounced building evacuation drills each year. Drills are conducted to familiarize students, faculty, staff, and visitors with the evacuation procedure, location of exits, and meeting locations
Carlson College maintains documented records of drills, which detail the date, time, and length of each drill.

Policy for Reporting a Crime

Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety related incidents to Jones County Sheriff Dept. ph. 319-462-4371
(non-emergencies), dial 9-1-1 (emergencies only) in a timely manner.
You may also report a crime on campus to:

Christina Rider	President	319-462-3402
Dana Peterson	Office Manager	319-462-3402
Pam Ellis	Financial Aid Administrator	319-462-3402

Campus Security Officers can assist in reporting a crime if the victim elects not to or is unable to make a report.
Carlson College does not have campus police.

Campus Law Enforcement

Carlson College does not have campus police. Campus Security Authorities do not have law enforcement authority. Carlson College Campus Security Authorities work with State and Local Law Enforcement by reporting any criminal activity. Carlson College does not utilize written memoranda of understanding (MOU), or any other written agreement with any law enforcement agencies for investigation of alleged criminal offenses with law enforcement. Campus Security Authorities are expected to report crimes accurately and promptly to the Jones County Sheriff Dept.

Voluntary Confidential Reporting

Carlson College encourages anyone who is the victim or witness to any crime to promptly report the incident to the Sheriff's Dept.
Carlson College does not have procedures for voluntary, confidential reporting of crimes.

Campus Security and Access

During business hours, the College will be open to students, parents, employees, contractors, guests, and invitees.
During nonbusiness hours access to all College facilities is by key, if issued.
Carlson College does not have any campus residences or retain any security personnel.
Maintenance regularly checks to see that parking lot and pathways are well lit and locks are in functioning order.

Counselors

Carlson College does not employ Pastoral or Professional Counselors.
The College does not have procedures for voluntary, confidential reporting of crimes.

Security Awareness Programs

Carlson College currently does not provide a security awareness program.
Students and employees are encouraged to be aware of their responsibility for their own security and the security of others.
Be aware. Lock your vehicle. Use lockers provided, with your own lock. Alert faculty/staff if you see suspicious people on the grounds (in parking lot, walking trail, etc...) If you feel in danger, do what you need to do to get to a safe place immediately.
If needed, a timely warning, will be issued to inform students and employees of an ongoing or continued threat.

Criminal Activity (Off Campus)

Carlson College does not have any off-campus student organizations.
You are encouraged to report all crimes and public safety related incidents to Jones County Sheriff Dept. ph. 319-462-4371 (non-emergencies), dial 9-1-1 (emergencies only).

Policy on Alcoholic Beverages and Illegal Drugs

Carlson College does not allow illegal drug consumption on campus. Alcohol consumption is permitted only under certain circumstances. Anyone under the influence of illegal drugs or alcohol will be subject to College disciplinary action (possibly resulting in dismissal), criminal prosecution, fine, and imprisonment.
It is unlawful to sell, furnish, or provide alcohol to a person under the age of 21. The possession of alcohol under 21 years of age is illegal. Violators are subject to College disciplinary action (possibly resulting in dismissal), criminal prosecution, fine, and imprisonment.
The possession, sale, manufacture, or distribution of any controlled substance is illegal under both federal and state laws. Violators are subject to College disciplinary action (possibly resulting in dismissal), criminal prosecution, fine, and imprisonment.

Iowa State Law

Students are expected to abide by the Iowa Alcoholic Beverage Control Act and all its provisions. This includes but is not limited to:
• Iowa's minimum age for purchase, possession or consumption of alcohol is 21 years of age.
• It is illegal to sell or give alcoholic beverages to underage people.
• It is illegal to use fake identification or other means of misrepresenting your age to obtain alcohol. It is also illegal to allow someone to use your identification to obtain alcoholic beverages

Alcohol and Substance Abuse Information

Carlson College has a program to prevent the illicit use of drugs and the abuse of alcohol by students and employees. The program provides services related to drug use and abuse including dissemination of informational materials, educational programs, referrals, and college disciplinary actions.

Drug and Alcohol counseling, treatment, and rehabilitation services are referred to

Sedlacek Treatment Center
5975 Rockwell Dr NE
Cedar Rapids, IA 52402
Ph. 319-398-6226
www.mercycare.org

Carlson College does not allow illegal drug consumption on campus. Alcohol consumption is permitted only under certain circumstances. Anyone under the influence of illegal drugs or alcohol will be subject to College disciplinary action (possibly resulting in dismissal), criminal prosecution, fine, and imprisonment.

Hazards of Alcohol and Drug Use

Illicit drug and alcohol use may result in: physical or psychological dependency; a craving or inability to stop using alcohol and/or drugs; adverse effects on body systems; injury due to motor vehicle crashes, assaults or other unintended acts; disruption of personal relationships and work habits; ineligibility for some types of employment.

Guidelines for Alcohol on Campus

Carlson College is committed to maintaining an environment conducive to the intellectual and personal development of students and to the safety and welfare of all members of the college community. Students are expected to make responsible decisions regarding the use of alcohol personally and at organizational events on and off campus. The College cannot support and will not tolerate public intoxication. Students who appear intoxicated on campus are subject to campus judicial proceedings. The following College alcohol guidelines reflect this commitment to personal responsibility.

• Alcohol is not to be used in ways that harm or degrade individuals or the community.
• Students are obligated to obey the State of Iowa Code regarding alcoholic beverages. The following laws are especially important:
• It is illegal to consume or possess alcohol if you are not 21 years of age.
• It is illegal to serve alcohol to an individual who is not 21 years of age.
• It is illegal to serve alcohol to a person who is intoxicated.
• It is illegal to sell alcohol without a vendor's license.
• Alcohol is not to be used as an incentive or award at social events, raffles, or college activities.
• Advertising which specifies or emphasizes the quantity of alcohol to be served is prohibited. Alternative beverages are to be advertised whenever alcohol is advertised.
• Drinking activities which are potentially dangerous, such as "chugging" of alcoholic beverages, competitive drinking activities, and activities which employ peer pressure to force alcohol consumption are prohibited.
• The quantity of alcohol available at an activity is determined by the number of persons expected to attend and the duration of the event. Non-alcoholic beverages and food shall be served at every activity where alcohol is available.
• College funds may not be used to purchase alcohol.
• Student hosts are encouraged to provide safe transportation or temporary accommodations for those persons who are unable to drive safely.
• The serving of alcohol at functions attended by students and hosted by administrators and/or faculty is permissible with the understanding that the following guidelines are observed:
• The host shall serve alcohol in a manner which is safe and in compliance with state law.

• A non-alcoholic beverage must be available.
• Legal-aged servers must be provided to serve alcoholic beverages.
• Carlson College recognizes that the abuse of mood-altering substances can develop into a dependency and recognizes that dependency is detrimental to an individual's health. Services are available to assist members of the Carlson community with the treatment of chemical dependency in terms of referrals to appropriate treatment agencies. Students seeking confidential assistance should consult the President and/or Vice President.
Staff and faculty should consult the section included on the Drug-Free Workplace for information on assistance.
• Illegal drugs are not permitted on the Carlson College campus or on other college property.
Institutional knowledge of possession or use of illegal drugs may subject the involved person(s) or organization to investigation. The college may take disciplinary action or may refer the person to civil authorities.
• To assist students in broadening their knowledge of the harmful effects of controlled substances and the treatment of alcoholism or addiction to these substances, the program provides services related to drug use and abuse including dissemination informational materials, educational programs, referrals, and college disciplinary actions on the dangers of drug and alcohol abuse.

Sanctions for Misconduct for Students

Violation of the above regulations may result in one or more of the following sanctions:
• Oral or written reprimand.
• Fines or restitution: reimbursement for damage to or misappropriation of property. May also take the form of college service or other compensation and may be combined with other sanctions.
• Disciplinary warning: written notice that continuation or repetition of specified conduct has been found unacceptable for the specified period of time. Failure to comply may be cause for further disciplinary action. A copy of this warning remains in the student's file until the specified period has passed.
• Disciplinary Probation: the most severe and serious warning a student may receive and still remain enrolled in the college. During the probation period, the student may not hold office in recognized student organizations or may lose other designated privileges (e.g., on campus job). Infraction of any college regulation during the probation period may be grounds for suspension or dismissal.
• Suspension: separation from the college for a specified period of time, usually the remainder of the term. Readmission must be applied for and may be contingent upon compliance with specific conditions. Appeal for suspension is to the President.
• Dismissal: termination of enrollment for an indefinite period. The conditions of readmission, if any, shall be stated in the notice of dismissal. Appeal is to the President of the college.

Standards of Conduct for Employees

Carlson College will promote a work environment free of drugs and alcohol, and employees have the right to perform their duties with unimpaired co-workers. To this end the college has developed a policy to address and to comply with the Drug-Free Workplace Act of 1988.
In addition to a written policy the college will provide comprehensive counseling and support services to employees in need. Employees are encouraged to seek assistance for alcohol and/or drug dependencies. The college assures that all information and participation in a rehabilitative program will be treated in a confidential manner.
Drug and Alcohol counseling, treatment, and rehabilitation services are referred to

Sedlacek Treatment Center
5975 Rockwell Dr NE
Cedar Rapids, IA 52402
Ph. 319-398-6226
www.mercycare.org

In compliance with the Drug-Free Workplace Act of 1988, all Carlson College faculty and staff are notified that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in the workplace. The workplace is defined as the site(s) where the performance of work is done in connection with one's specific employment.
To assist employees in broadening their knowledge of the harmful effects of controlled substances, and in the treatment of alcoholism or addiction to controlled substances, Carlson College will use faculty and staff meetings, and other avenues to make employees aware of the following:
• The dangers of drug abuse in the workplace;
• Carlson College's policy of maintaining a drug-free workplace;
• The services of the Sedlacek Treatment Center;
• Faculty and staff development training in substance abuse;
• The penalties that may be imposed for Drug-free Workplace policy violations.

Sanctions for Misconduct for Employees

• In situations where there is reasonable cause to suspect that an employee is in violation of the alcohol and drug policy, an appropriate investigation may be made by the President. If upon completion of the investigation, the employee is found to have violated the policy, that employee can be subject to any one or a combination of the following educational and/or disciplinary sanctions:

- Required attendance at designated staff development or other substance abuse education program.
- Disciplinary action, including reprimand, suspension, or termination.
- All employees have the right to appeal the sanctions to the President of the college. Appeals must be made within five (5) working days of notice of sanctions.

• In situations where the college does not suspect a problem, but one exists, the employee may contact the Sedlacek Treatment Center directly and expect confidential treatment (without college involvement or knowledge).
• All employees will notify the President of any criminal drug statute conviction occurring in buildings, facilities, grounds, or property controlled by the college within five (5) working days after such a conviction. The appropriate college official will, in turn, notify the applicable federal agency of the conviction. Appropriate action will be taken within thirty (30) days of the college's notice of conviction or violation of the college's policy on a drug-free workplace.
As a condition of employment, the faculty and staff members agree to abide by the terms outlined in this policy.

Federal, State, and Local Legal Sanctions

The Federal Controlled Substance Act provides penalties of up to 15 years imprisonment and fines of up to $25,000 for unlawful distribution or possession with intent to distribute narcotics. For unlawful possession of a controlled substance, a person is subject to up to one-year imprisonment and fines up to $5,000.
An important part of the Controlled Substances Act makes it a federal crime to sell drugs in or near a public or private elementary, secondary, vocational, or post-secondary school. Under this "schoolhouse" law, sales within 1,000 feet of a school are punishable by up to double the sentence that would apply if the sale occurred elsewhere.
Even more serious punishments are available for repeat offenders.
Distribution or sale to minors of controlled substances is also a federal crime. When anyone age 18 or over sells drugs to anyone under 18, the seller runs the risk that he/she will receive up to double the sentence that would apply to a sale to an adult. More serious penalties may be imposed on repeat offenders.
Code 204 of the Iowa law states that it is unlawful for any person to possess, manufacture, distribute or dispense any controlled substance except under certain restrictions. The penalties range from a serious misdemeanor with a penalty of up to six (6) months incarceration and/or $1,000 fine to a felony with a penalty of up to fifty (50) years, incarceration and/or a one-million dollar fine.
Further information on these federal and state laws will be maintained in the Office of the President and will be available to students and employees. Students and employees are encouraged to obtain copies of this information.

Suicide and Crisis Lifeline
24/7
Call or Text
988

Sexual Assault Prevention and Response

Carlson College provides Students literature and education once a session, and new employees on preventing and reporting domestic violence, dating violence, sexual assault, and stalking.

Carlson College is committed to address sexual misconduct.

Carlson College prohibits domestic violence, dating violence, sexual assault (including non-consensual sexual contact and non-consensual sexual intercourse) sexual harassment and a hostile environment caused by sexual harassment, retaliation, intimidation, sexual exploitation, and stalking.

Definitions

Rape – Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

Awareness program – Programs, initiatives, or campaigns that increase audience knowledge of domestic violence, dating violence, sexual assault, or stalking and share information and resources to prevent interpersonal violence, promote safety, and reduce perpetration. These efforts can include campus community wide mobilizations as well as targeted audience specific programming (including both students and employees) Informational posters or resource websites, and educational programming that focuses on sharing resources and information about these issues are examples of awareness programs.

Bystander Intervention - Safe and positive options that may be carries out by an individual or individuals to prevent harm or intervene in situations of potential harm where there is a risk of domestic violence, dating violence, sexual assault, or stalking against a person other than the individual. Effective bystander intervention training prepares participants to recognize situations of potential harm, overcome barriers to intervening, identify safe and effective intervention options, and act.

Ongoing prevention and awareness programs – Programs that are sustained over time focusing on increasing awareness or understanding of topics relevant to sexual assault, dating violence, domestic violence, and stalking prevention. These programs will occur at different levels throughout the institution (faculty, incoming students) and will utilize a range of strategies. Ongoing awareness and prevention campaigns may include information about what constitutes sexual assault, dating violence, domestic violence, and stalking, changing social norms, enhancing understanding of content. Effective ongoing awareness and prevention programs will include developmentally appropriate content for the specific audience and their knowledge and awareness level and provide positive and concrete ways for individuals to get involved.

Primary prevention programs – Programs, initiatives, and strategies intended to stop domestic violence, dating violence, and stalking before it occurs to prevent initial perpetration or victimization through the promotion of positive and healthy behaviors and beliefs. Efforts to change behavior and social norms, and promote healthy relationships, healthy sexuality, and equal gender roles, or efforts to understand risk

factors and protective factors for bystander inaction and change social norms around bystander inaction are all examples of primary prevention.

Risk reduction – Risk reduction refers to approaches that seek to mitigate risk factors that may increase the likelihood of perpetration, victimization, or bystander inaction. Risk reduction focuses on helping individuals and communities address the institutional structures or cultural conditions that facilitate sexual assault, dating violence, domestic violence, and stalking to increase safety. Examples of risk reduction may include but are not limited to general crime prevention education, programs that educate on how to create individual and community safety plans and strategies, and bystander intervention programs that educate the campus on how to recognize and interrupt situations of harm.

Iowa law combines two sections of the criminal code to define domestic violence. The assault code, which defines criminal behavior and the domestic abuse act, which defines a domestic relationship.

Assault, in lay language, is defined as one of the following:

- Physical contact that is insulting or can cause an injury.
- The threat of physical contact and the apparent ability to carry the threat out.
- Using a weapon in a threatening manner.

A domestic relationship is defined as one of the following:

- Two individuals that are married, divorced or separated.
- Two individuals that have lived together at some point in the past year.
- Two individuals that have a child in common, whether they have been married, divorced or living together at some point in the past year.
- Two individuals in an intimate relationship or have been within the past year.

Dating violence is controlling, abusive, and aggressive behavior in a romantic relationship. It can happen in straight or gay relationships. It can include verbal, emotional, physical, or sexual abuse, or a combination.

Sexual assault is an offense classified as:

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 of 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 right and wrong of conduct in sexual matters.

3. Such other person is a child.

What is consent?

Sexual activity requires consent, which is defined as voluntary, positive agreement between the participants to engage in specific sexual activity.

Communicating consent:

- Consent to sexual activity can be communicated in a variety of ways, but one should presume that consent has not been given in the absence of clear, positive agreement.
- Consent is a voluntary agreement to engage in sexual activity.
- Someone who is incapacitated cannot consent.
- Incapacitation (such as due to the use of drugs or alcohol, when a person is asleep or unconscious, or because of an intellectual or other disability that prevents the student to give consent)
- While verbal consent is not an absolute requirement for consensual sexual activity, verbal communication prior to engaging in sex helps to clarify consent. Communicating verbally before engaging in sexual activity is imperative. However potentially awkward it may seem, talking about your own and your partner's sexual desires, needs, and limitations provide a basis for a positive experience.
- Consent must be clear and unambiguous for each participant at every stage of a sexual encounter. The absence of "no" should not be understood to mean there is consent.
- Silence or absence of resistance does not imply consent; consent to engage in sexual activity with one person does not imply consent to engage in sexual activity with another; consent can be withdrawn at any time; and coercion, force, or threat of either invalidates consent.
- A prior relationship does not indicate consent to future activity.
- Past consent does not imply future consent.

Stalking is a repeated course of conduct intended to cause fear of bodily injury or death to you or a member of your immediate household. Stalking is a course of conduct used to maintain contact with, or exercise power and control over, another individual.

Bystander Intervention

A Study conducted at the University of Wisconsin La Cross on bystander intervention concluded that people are more likely to help others under certain conditions.

- Notice the incident. Bystanders must first notice the incident taking place.
- Interpret incident as emergency. Bystanders also need to evaluate the situation and determine whether it is an emergency, or at least one in which someone needs assistance
- Assume responsibility. Another decision bystanders make is whether they should assume responsibility for giving help.
- Attempt to help. Whether this is to help the [person leave the situation, confront a behavior, diffuse a situation, or call for support/security.

Tips for intervening in a situation potentially involving domestic violence, sexual assault, dating violence, or stalking:

- Approach everyone as a friend
- Do not be antagonistic
- Avoid using violence
- Be honest and direct whenever possible
- Recruit help if necessary
- Keep yourself safe
- If things get out of hand or become too serious, contact the police

Risk reduction

Strategies you can use to minimize risk of sexual violence include:

- Trust your gut instinct. If a situation doesn't feel right, just leave.
- Notice when someone doesn't respect your boundaries.
- Most perpetrators of sexual violence will look for vulnerable targets: appear to not be aware of their surroundings, under the influence of alcohol or drugs, isolated from their friends, etc...
- Control access to your home or car by locking your doors and closing windows if they provide easy access.
- Travel in groups when possible.
- Don't be afraid to ask for help in situations where you feel unsafe.

Some warning signs of an abusive personality

- Jealousy
- Controlling behavior
- Quick involvement
- Threatening suicide
- Hypersensitivity
- Verbal abuse
- Threatening violence
- Isolation
- History of battering of sexual violence
- Unrealistic expectations

If you are a victim of domestic violence, sexual assault, dating violence, or stalking at this institution, your first priority should be to get to a place of safety.

If you are a victim of domestic violence, sexual assault, dating violence, or stalking it should be reported in a timely manner for evidence collection and preservation, or in obtaining a protection order.
Carlson College will follow the Jones County Sheriff's Office for standard of evidence.
Physical evidence of a criminal sexual assault must be collected within 72 hours. If you believe you have been a victim of a criminal sexual assault, you should go to St. Lukes Hospital Emergency Room (1026 A Ave NE, Cedar Rapids, IA 52406 – Directly across the street from Greene and Hickok Hall), before washing yourself or your clothing. The Sexual Assault Nurse Examiner (SANE Nurse - a specially trained nurse) at St. Luke's Hospital is on call 24 hours a day, 7 days a week (call the Emergency Room at 319-369-7105 if you first want to speak to the nurse; ER will refer you). In addition, Mercy Hospital in Cedar Rapids and the University of Iowa Hospital and Clinics in Iowa City both have SANE nurses. A victim advocate can also accompany you to the hospital. Victim advocates are available in Cedar Rapids through Riverview Center Sexual Assault Hotline at 1-888-557-0310 (24-hour crisis line), and the Rape Victim Advocacy Program (RVAP) in Iowa City at 1-800-284-7821. Some hospitals may notify the local police when a sexual assault victim seeks emergency room services, but you are not obligated to talk to the police or to prosecute. The exam will help to keep that option open for you, should you decide later to exercise it. The hospital staff will collect evidence, check for injuries, and address the possibility of exposure to sexually transmitted infections. If you have changed clothing since the assault, bring the clothing you had on at the time of the assault with you to the hospital in a clean, sanitary container such as a clean paper grocery bag or wrapped in a clean sheet (plastic containers do not breathe, and may render evidence useless). If you have not changed clothes, bring a change of clothes with you to the hospital, if possible, as they will likely keep the clothes you are wearing as evidence. You can take a support person with you to the hospital, and they can accompany you through

the exam, if you want. Do not disturb the crime scene—leave all sheets, towels, etc. that may bear evidence for the police to collect.

Domestic violence, sexual assault, dating violence, or stalking should be reported to the Jones County Sheriff Dept. ph. 319-462-4371 (non-emergencies), dial 9-1-1 (emergencies only).
And/or to

Christina Rider	Title IV Coordinator	319-462-3402
Dana Peterson	Office Manager	319-462-3402
Pam Ellis	Financial Aid Administrator	319-462-3402

Carlson College will assist the student in notifying local police, if requested.
Carlson College will assist in following orders of protection, no contact orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court.
There are no on-campus or off-campus counseling, health, victim advocacy, legal assistance, mental health, visa and immigration assistance, student financial aid, or student services for victims of sex offenses.
Referral for these services is to the following:

Iowa Sexual Abuse Hotline
Ph. 800-284-7821
www.rvap.org

Carlson College will provide, in writing, to victims about options for, and available assistance in, changing academic, living, transportation, and working situations, if so requested by the victim and if such accommodations are reasonably available, regardless of whether the victim chooses to report the crime to campus police or local law enforcement.

Carlson College sanctions could include the following in cases of alleged domestic violence, dating violence, sexual assault, or stalking.

• Oral or written reprimand.
• Disciplinary warning: written notice that continuation or repetition of specified conduct has been found unacceptable for the specified period of time. Failure to comply may be cause for further disciplinary action. A copy of this warning remains in the student's file until the specified period has passed.
• Disciplinary Probation: the most severe and serious warning a student may receive and remain enrolled in the college. During the probation period, the student may not hold office in recognized student organizations or may lose other designated privileges (e.g., on campus job). Infraction of any college regulation during the probation period may be grounds for suspension or dismissal.
• Suspension: separation from the college for a specified period of time, usually the remainder of the term. Readmission must be applied for and may be contingent upon compliance with specific conditions. Appeal for suspension is to the President.
• Dismissal: termination of enrollment for an indefinite period. The conditions of readmission, if any, shall be stated in the notice of dismissal. Appeal is to the President of the college.

A disciplinary proceeding can include Core Faculty members.
The proceeding would be scheduled within 10 days of the completed finding from the Sheriff Dept.
The finding from the Sheriff Dept. would be used in the decision-making process for the disciplinary proceeding.
A disciplinary complaint can be filed to the President.

Proceeding: The form in which actions are to be brought and defended, the manner of intervening in suits, of conducting them, mode of deciding them, of opposing judgments, and of executing.

A proceeding shall provide a prompt, fair, and impartial investigation and resolution. We will have officials who receive annual training on the issues related to domestic violence, dating violence, sexual

assault, and stalking who know how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability. They will not have a conflict of interest or bias for or against the accuser or accused.
Mediation is not an option in sexual misconduct cases.
The accuser and the accused are entitled to the same opportunities to have others present during an institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice.
Both the accuser and the accused will be simultaneously informed in writing the result of any institutional disciplinary proceeding that arises from an allegation of domestic violence, dating violence, sexual assault, or stalking; In these cases, it is not necessary for a victim to make a written request. The institution's procedures for the accused and the victim to appeal the results of the institutional disciplinary proceeding; any change to the results that occurs prior to the time that such results become final; and when the results will become final.

Result: Outcome of the proceeding

Carlson College will protect the confidentiality of the victims, by not releasing their names. They will be referred to by case number to protect their confidentiality. Compliance with these provisions does not constitute a violation of section 444 of the General Educations Provisions Act (20 U.S.C. 1232g), commonly known as the Family Educational Rights and Privacy Act of 1974 (FERPA).
Carlson College will, upon written request 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 such institution 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 this paragraph.

These policies apply to all students and employees, regardless of sexual orientation or gender identity, and to third parties.

Sex Offender Registry

Iowa law requires a person who has been convicted of a sex offense crime anywhere to register with the Sheriff in the county in which they reside, and, if the person attends or works for an institute of higher education, register with the sheriff in the county in which the institution is located. To obtain further information regarding registered sex offenders in Jones County please contact the sheriff's office at 319-462-4371.
To access the statewide registry, visit **www.iowasexoffender.com**.

Hate Crime Statistics

There were 0 hate crimes reported in 2022, 2021, 2020 on campus or on public property.

Hate Crime Category of Bias are:

Race
Religion
Sexual Orientation
Gender
Gender Identity

Disability
Ethnicity
National Origin

Criminal Offense

Murder/Non-negligent manslaughter
Rape
Fondling
Incest
Statutory Rape
Robbery
Aggravated Assault
Burglary
Motor Vehicle Theft
Arson
Simple Assault
Larceny-theft
Intimidation
Destruction/damage/vandalism of property

CCMT Crime Statistics Table

Offense	On Campus			Public Property			Optional Total		
	01/23-12/23	01/22-12/22	01/21-12/21	01/23-12/23	01/22-12/22	01/21-12/21	01/23-12/23	01/22-12/22	01/21-12/21
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Sex Offenses	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
Sex Offenses	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	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
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	0	0	0	0	0	0	0	0	0
Drug Abuse Arrests	0	0	0	0	0	0	0	0	0

Drug Abuse Violations Referred for Disciplinary Action	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Arrests	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Violations Referred for Disciplinary Action	0	0	0	0	0	0	0	0	0

Offense	On Campus			Public Property			Optional Total		
	01/23-12/23	01/22-12/22	01/21-12/21	01/23-12/23	01/22-12/22	01/21-12/21	01/23-12/23	01/22-12/22	01/21-12/21
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0

Offense	On Campus			Public Property			Optional Total		
	01/23-12/23	01/22-12/22	01/21-12/21	01/23-12/23	01/22-12/22	01/21-12/21	01/23-12/23	01/22-12/22	01/21-12/21
Unfounded Crimes	0	0	0	0	0	0	0	0	0