

 CAMPUS PUBLIC SAFETY

## 2022 Annual Security & Annual Fire Safety Reports

The Drake University Annual Security and Annual Fire Safety Reports are posted online for review by employees, prospective employees, students, prospective students, and parents at [www.drake.edu/publicsafety/annualreport](http://www.drake.edu/publicsafety/annualreport). Hard copies of the reports may be obtained by visiting the Drake University Department of Public Safety, located at 1214 31st Street on the Drake campus, or through the mail by calling 515-271-2222.

Drake University publishes its Annual Security Report in accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, 20 U.S.C. § 1092(f), which requires Drake to publish an annual security report containing safety and security related policy statements and crime statistics. Drake publishes its Annual Fire Safety Report pursuant to the provision of the Higher Education Opportunity Act pertaining to campus fire safety information and statistics, 20 U.S.C. § 1092(i), which requires Drake to publish an annual fire safety report containing policy statements as well as fire statistics associated with each on-campus student housing facility, including number of fires, causes, and any injuries, deaths, and property damage.

For specific questions regarding these annual reports, please call the Drake University Department of Public Safety at 515-271-2222.

*Nondiscrimination Statement: The principles of equal access and equal opportunity require that all interactions within the University be free from invidious discrimination. Drake University therefore prohibits discrimination based upon race, color, national origin, creed, religion, age, disability, sex, gender identity, sexual orientation, genetic information, or veteran status.*

# Annual Security Report/Statistics

## Overview

The purpose of the Clery Act is to provide the campus community with timely, accurate, and complete information about crime and the safety of campus so that they can make informed decisions to keep themselves safe. Under the Clery Act, Drake must disclose “statistics concerning the occurrence of certain criminal offenses reported to local law enforcement agencies or any official of the institution who is defined as a ‘Campus Security Authority.’”

As defined by the Clery act, a “Campus Security Authority” is, “An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.” Examples of Campus Security Authorities at Drake include but are not limited to: The Drake Public Safety Department, the Chief Student Affairs Officer, members of dean of student’s office, the Athletic Director and assistant athletic directors and coaches, residence hall directors, and advisors of student organizations.

Campus “Professional Counselors,” when acting as such, are not considered to be Campus Security Authorities, and are not required to report crimes for inclusion into the annual disclosure of crime statistics. Drake’s Professional Counselors are those individuals employed by the University’s health center whose official responsibilities include providing psychological counseling to students at Drake University and who are functioning within the scope of their license or certification. As a matter of policy, Drake’s Professional Counselors are encouraged, if and they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

The criminal offenses for which Drake is required to disclose statistics are murder/non-negligent manslaughter, negligent manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson, liquor law violations, drug law violations, and weapons violations (carrying, possessing etc.). Drake is also required to report statistics for bias-related (hate) crimes for the following offenses: murder/non-negligent manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, vandalism, intimidation, simple assault, and damage/destruction/vandalism of property. Recent legislation under the Violence Against Women Act (VAWA) has also been implemented requiring institutions to disclose statistics of incidents of domestic violence, dating violence, and stalking.

## Reporting Timeframe

This report, “2022 Annual Security and Annual Fire Safety Reports” follows the reporting timeframe as required by federal law. The report itself is published and made available in the year 2022, but retroactively publishes the required information for the calendar year 2021 (January 1, 2021 through December 31, 2021).

## Campus Geography

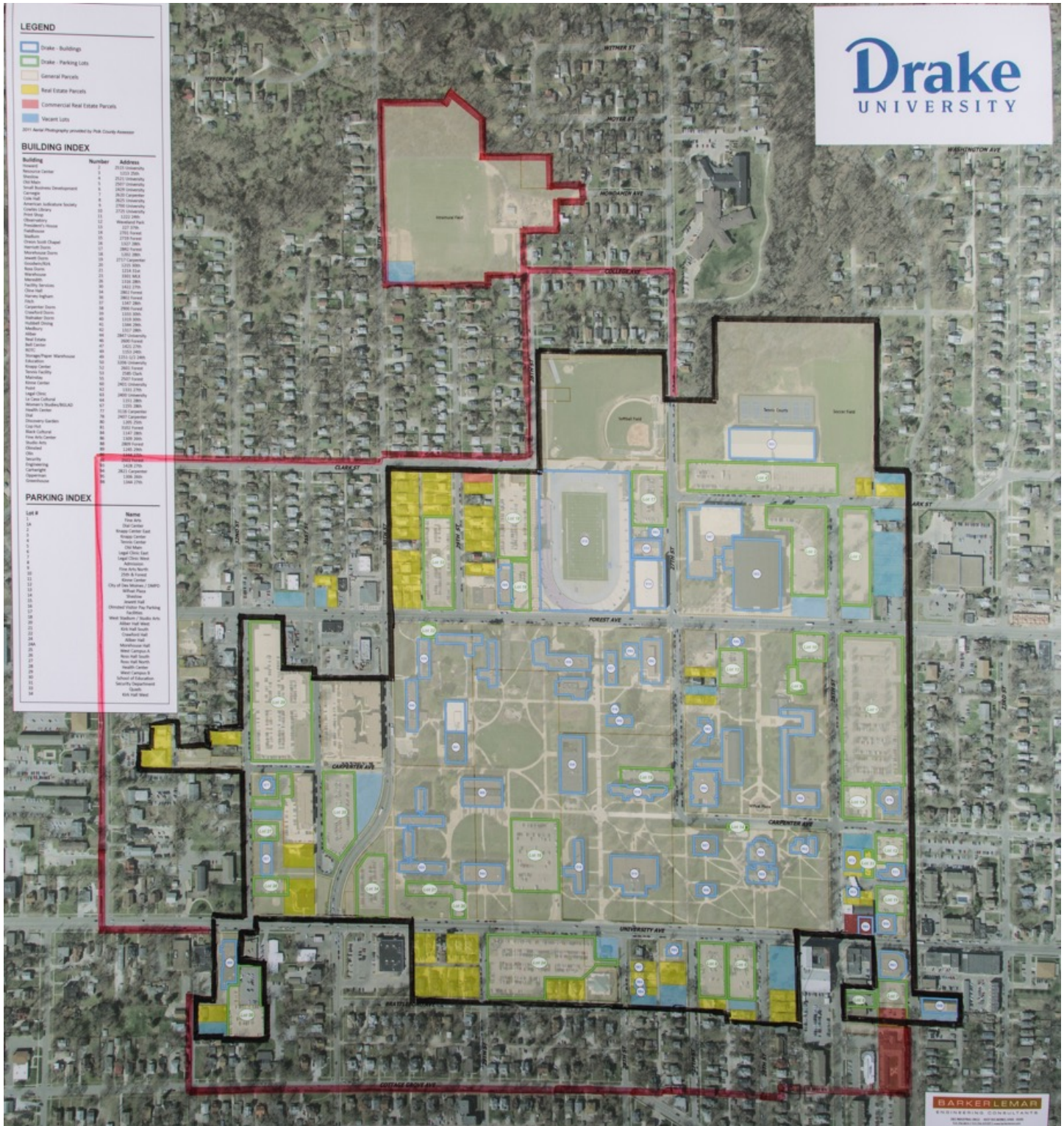
The Clery Act requires every institution to define its boundaries as best as possible. Drake is required to disclose statistics for offenses that occur on campus, in or on a non-campus building or property owned or controlled by Drake, and public property within or immediately adjacent to the campus. Statistics are sorted by these categories, with the “On Campus” location designation being separated and reported into two parts: On Campus, and On Campus within Student Housing.

The Drake University campus map appears on the next page and includes the University’s core campus and its patrol jurisdiction, both defined as follows:

*Core Campus Outline:* Except for city public property, generally property within this border is Drake University owned and/or controlled. It represents the core of campus and encompasses student housing.

*Patrol Jurisdiction:* Clery requirements state a university security or public safety department (even non-sworn departments), must define their jurisdictional boundaries. The jurisdictional boundary below represents the most patrolled areas, but patrol is not limited to within the designated boundary.

# Drake University Campus Map; Clery Geography Outlined



- Core Campus Outline
- Drake Public Safety Patrol Jurisdiction

# Drake University Department of Public Safety

## Mission Statement

The mission of Drake University Public Safety is to provide a safe and secure environment for students, faculty, staff, and campus visitors.

Drake Public Safety strives to achieve this mission through a community-friendly approach that enhances safety through the visibility of public safety personnel, preventive patrols, 24-hour accessibility, positive conflict resolution, and crime-prevention and awareness programs. Drake Public Safety collaborates with local law enforcement and community organizations in fulfilling its mission. Drake Public Safety officers have the authority to ask persons for identification and to determine whether individuals have lawful business at the University. In addition, they have authority to issue parking tickets for parking citations on University property. Public Safety officers also have those arrest powers under Iowa Code chapter 804. In addition to their role in keeping the campus community safe, Drake Public Safety officers are also trained to assist in medical emergencies, first response, narcotic overdoses (Narcan) and have access to portable defibrillators when necessary.

## Background on the Department

Drake Public Safety is one of the largest private campus security forces in the state of Iowa, consisting of 14 full-time officers who patrol the campus around the clock and throughout the year. Two full-time administrators; one full-time dispatcher; two part-time bus drivers; and four part-time, on call officers comprise the rest of the department personnel. A computerized communications/dispatch post is staffed 24 hours a day, 365 days a year to coordinate security activities.

Drake Public Safety officers undergo regular, mandatory training under the direction of certified law enforcement professionals, including an initial training period that includes areas ranging from conflict resolution and use of force, to diversity and CPR.

Our public safety force conducts routine patrols to enhance the safety of our campus by deterring crime. Public Safety officers work closely with the Des Moines Police Department in preventing crime in our surrounding neighborhood, and when necessary, making arrests and investigating crimes.

## CCTV Operation

Drake University uses dozens of CCTV smart cameras, monitored and recorded 24/7, to enhance safety in student parking lots and many other exterior locations. Still cameras have also been installed to monitor access and activity in common areas (lobbies and exit doors) of residence halls.

## Local Police Department

### The Des Moines Police Department

As the largest and most urban law enforcement agency in the state of Iowa, the Des Moines Police Department (DMPD) has a strong commitment to community policing. They encourage Des Moines residents to help them address issues occurring in their neighborhoods and to participate in the resolution of their concerns. DMPD's Neighborhood Based Service Delivery Program has been

expanded, assigning detectives and Traffic Unit officers to neighborhoods to provide citizens with greater access to department resources.

The department consists of an authorized strength of 372 sworn officers and 104 civilian support personnel. The department is organized into three divisions: the Administrative Services Division, Operations Division, and the Investigations Division. All divisions are commanded by majors who report directly to the chief of police.

The Des Moines Police Department is dedicated to protecting the citizens of this community by impartially enforcing the laws of the state and the city, as well as providing emergency security during times of natural disasters.

Although there is no written memorandum of understanding between the Des Moines Police Department and the Public Safety Department, we maintain a very close working relationship. The Des Moines Police have assigned a Drake Neighborhood Sergeant to keep a close eye on the campus area and keep Public Safety informed on anything occurring in the surrounding area. Both the Des Moines Police and Drake Public Safety departments have officers attend the Drake Neighborhood Community meetings to stay current on events and help as needed.

## **Monitoring and Recording Local Criminal Activity**

Drake Public Safety cooperates with the Des Moines Police Department in monitoring and recording any criminal activities at off-campus student organizations, such as fraternities and sororities, or by members of such organizations. Drake Public Safety has a DMPD scanner in the dispatch center so real-time monitoring of any important events and/or incidents near or within our Drake community can be handled appropriately.

## **Reporting Procedures**

### **Incident Reporting**

Drake University encourages all members of the Drake Community and guests to report all crimes, emergencies, and incidents relating accurately and promptly to public safety to the Drake University Department of Public Safety. This publication focuses on Drake Public Safety because it patrols most of the campus and is always present. However, Drake Public Safety can assist the reporting party in determining the best local police agency for reporting any incident.

To report a crime or an emergency on Drake's campus, call Drake Public Safety at 515-271-2222; or call the Des Moines Police Department at 911. To report a non-emergency public safety matter, call Drake Public Safety at 515-271-2222.

Crimes should be reported to Drake Public Safety for purposes of assessing the crime for distributing a potential timely warning notice and for disclosure in the annual crime statistics and security report.

## Response to Reports

Dispatchers are available at Drake Public Safety 24 hours a day to answer calls. In response to a call, Drake Public Safety will take the required action, dispatching an officer or asking the victim to report to the Des Moines Police Department to file a case report. Incident reports involving students may be forwarded to the Dean of Students Office for review and potential disciplinary action. Drake Public Safety will investigate a case report as it is deemed necessary. If assistance is required from the Des Moines Police and/or Fire Departments, Drake Public Safety will contact the appropriate unit. If a sexual assault or rape should occur, staff on the scene, including Drake Public Safety, will offer the victim a wide variety of services.

Drake University encourages accurate and prompt reporting of all crimes to the Public Safety Department and appropriate police agencies, when the victim of a crime elects to, or is unable to, make such a report.

## Emergency Phones / “Blue Light” Phones

Over 50 emergency security phones that connect directly to Drake Public Safety are located inside buildings and in heavily traveled outdoor locations across campus. Drake Community members are encouraged to call Drake Public Safety from one of these phones whenever anything of concern is observed. All these emergency phones dial Public Safety directly by either picking up the red phone receiver while inside a building or pushing the red talk button on any exterior blue pole emergency phone.

## Voluntary Confidential Reporting

Drake Public Safety encourages anyone who is the victim or witness to any crime to promptly report the incident to the Public Safety Department. But if any Drake Community member is the victim of a crime and does not want to pursue action within the University system or the criminal justice system, a Drake Community member may still want to consider making a confidential report. The purpose of a confidential report is to comply with wishes to keep the matter confidential, while taking steps to ensure the future safety of victim/survivor and the Drake Community. With such information, the University can keep an accurate record of the number of incidents involving students, employees, and visitors; determine where there is a pattern of crime with regard to a particular location, method, or assailant; and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for Drake University.

A confidential reporting tool is also available at: <https://www.drake.edu/ethicspoint/>

Professional Counselors are also available to students. Counselors are employees of the University's health center whose official responsibilities include providing psychological counseling to students at Drake University, and who is functioning within the scope of his or her license and/or certification. Crimes may be confidentially discussed with professional counselors, but the counselors are encouraged when they deem appropriate, to inform persons being counseled of the procedures to report crimes to Drake Public Safety on a confidential basis using the reporting tool above.

# Emergency Procedures

Drake University is prepared to respond to emergencies 24 hours per day, 7 days per week. If a major emergency such as a tornado, hazardous materials accident, or shooting occurs, the Incident Command Team will direct the University's emergency response. Specially trained response and support teams will be activated. At all times, the University's highest priority is the safety and well-being of the faculty, staff, students, and visitors.

Drake Community members' responsibilities are to be familiar with the information in this document, to be sure that contact information is up to date in the Bulldog Alert database, and to know the escape routes for locations visited frequently. Escape routes are posted in building lobbies. Drake Community members may also want to purchase or assemble a personal disaster preparedness kit.

## Fire and Evacuation Procedures

### Fire

1. Calmly alert people in the area of the fire and activate the nearest fire alarm.
2. Do not attempt to retrieve items in another area of the building.
3. Evacuate the building using the stairs. Do not use elevators!
4. Close as many doors behind you as possible.
5. Touch doors with the back of your hand to see if they are hot. Do not open hot doors.
6. Call the Fire Department by dialing 911

*If trapped in a building:*

1. Close all windows and doors.
2. Wet and place cloth material around and under doors to prevent smoke from entering.
3. Call 911 for help and tell them your location.

### Evacuation

*To be prepared, Drake Community members should know the nearest exits and the evacuation site for each building visited frequently.*

1. When you hear a bullhorn or fire alarm, immediately stop what you are doing and exit the building.
2. While leaving, take note of any hazards and any remaining occupants.
3. If requested, assist anyone who appears to need direction or assistance.
4. Take with you ONLY essential personal items (wallet, keys, etc.).
5. Shut all doors behind you but do not lock them. Closed doors can slow the spread of fire, smoke, and water.

# Campus Emergency Communication

All emergency communication, except for Bulldog Alerts and Timely Warning Notices, affecting the Drake campus community will originate from Drake's Incident Command Team. The Incident Command Team is a group of University professional staff and faculty called together in the event of a campus, local, regional, or national emergency that impacts the campus, to discuss the incident and the University's response. Members of the Incident Command Team will always include but are not limited



to: a member from Public Safety, the Facilities Department, the Department of Technology Services, University Communications, and the Provost's Office, and may include others as needed.

Once a significant emergency or dangerous situation is confirmed by the Incident Command Team, the Team will determine the appropriate segment or segments of the campus community to receive emergency communication. Emergency communication is then distributed to the Drake Community by Public Safety through various methods including, but not limited to local media outlets, signage, or other methods available, and Timely Warning Notices and/or Emergency Notifications; both of which have corresponding procedures described below.

## **Emergency Notification (Bulldog Alert)**

Drake will immediately notify the campus community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus. Information that is reported to Drake Public Safety is reviewed to determine if a reported crime poses a serious ongoing threat to members of the University community. One way Drake may communicate such emergencies and threats is through the Bulldog Alert mass notification service.

Bulldog Alert is a service that enables Drake University to notify the University Community quickly about a major emergency on campus and to provide people with information and instructions. Using Bulldog Alert, Drake can send important messages within minutes via phone, text, email, and social media. These messages may be sent as follow-ups in emergencies to keep our community informed and up to date.

Students, faculty, and staff must ensure their information is up to date in the database. To add a cell phone number or other number to the system, log in to myDRAKE at drake.edu, navigate to the Campus Info tab, and click on Bulldog Alert Settings. Contact information included in the Bulldog Alert system will be used ONLY for campus emergency notifications and will NOT be made available to any other service.

Drake Public Safety will, without delay, and considering the safety of the community, determine the content of the notification and initiate the notification system; unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

## **Timely Warning Notices**

Pursuant to the Clery Act, in the event a situation arises either on or off campus, that, in the judgment of the Executive Director of Public Safety and University Operations, constitutes an ongoing or continuing threat, a campus wide "Timely Warning" will be issued. The warning will be issued through the University's e-mail system to students, faculty, and staff.

Depending on the circumstances of the crime, especially in situations that could pose an immediate threat to the community and individuals, Drake Public Safety may also send a notice through Bulldog Alert, providing the University community with more immediate notification. Anyone with information

warranting a timely warning should report the circumstances to the Drake Public Safety office by phone, 515-271-2222 or in person at 1214 31st Street.

Timely Warning Notice and Bulldog Alert messages are generally written by the Executive Director of Public Safety and University Operations but may have input from other members of the Incident Command Team. Updates to the campus community about any case resulting in a Timely Warning Notice may be distributed via blast email, posters may also be posted in campus buildings when deemed necessary, or information may be shared with The Times-Delphic newspaper for a follow-up story.

Using the Bulldog Alert and Timely Warning system, Drake can reach thousands of individuals in minutes. The program can store up to six phone numbers per student or faculty/staff member, including campus, cell and home phone numbers, ensuring that time-sensitive messages reach all recipients as quickly as possible. The same messages can also be delivered via e-mail or text message.

## **Access to Campus Facilities at Drake University**

### **Academic and Administrative Buildings**

Most campus buildings and facilities are accessible to faculty, staff, students, guests, and contractors during normal operating hours on weekdays and during designated hours on weekends. Normal operating hours vary for individual buildings and University offices.

Some buildings have 24-hour availability using card access; however, hours may vary during the periods of time the University is not in normal operation. (This includes most holidays and University breaks).

Policies regarding guests and visitors on campus are integrated with other policies relating to student housing, student conduct, and facilities access. Generally, students and other campus community members are held accountable for the conduct of their guests while they are on campus. All guests are subject to the same University rules and regulations governing the conduct of students, faculty, and staff.

Academic and administrative buildings do not have a specific Public Safety officer assigned to them. However, Drake Public Safety officers patrol the academic and administrative buildings on a regular basis. For information about the access protocol for a specific building, see the department head or contact Drake Public Safety at (515) 271-2222.

### **Residence Halls**

Access to residence halls is restricted to residents, their approved guests, and other approved members of the University community. Residents gain entry by swiping their cards in the card access readers. Residents are cautioned against permitting strangers to enter the buildings and are urged to require individuals seeking entry to use their access cards. Drake Public Safety officers patrol residence halls and check door status and security on a regular basis.

Residence Life staff, directors, and coordinators also enforce security measures in the halls and work with residents to achieve a community respectful of individual and group rights and responsibilities.

Residence Life staff and Drake Public Safety also conduct periodic educational sessions on prevention of various crimes, including sexual assault and acquaintance rape, and how to report the crimes if they do occur.

Front desk receptionists are on duty in every Drake residence hall during specific periods of the day. All residence halls are locked and only accessible by those granted permission with their access card key. If a student or a guest enters any residence hall, even their own hall after 11 p.m., that person must present identification when asked to do so.

Guests must be always accompanied by a hall resident. Drake Community members must follow the guest check-in procedure with the receptionist when visiting a residence hall other than their own residence. To be admitted to other campus buildings after business hours, that person may also be required to show proper ID to a building monitor.

## Maintenance of Campus Facilities

### Security Considerations Regarding Maintenance

Drake University maintains and tests monthly emergency phones and security lighting to ensure campus remains well-lit to deter crime and increase visibility. A monthly phone report is tested by Public Safety Officers to confirm emergency devices are in working order and ready when needed. The facilities department tends to and maintains grounds to prevent hiding areas and keep things neat and orderly. Facilities and landscaping are preserved in a manner that minimizes hazardous conditions.

## Best Practices, Tips and Advice, Education Programs on Security Awareness

### Personal Safety Protection

*\*Call Drake Public Safety.* No matter how trivial an incident seems or how harmless an unknown visitor appears, call Public Safety any time. The emergency number is 811 from an on-campus phone and the non-emergency number is 515-271-2222.

*\*In case of fire or if an ambulance is needed,* the first call should be the Des Moines emergency number, 911. Follow that call by phoning Drake Public Safety at 515-271-2222. Make sure to have the street address available when calling the Des Moines emergency number. If anyone needs help in contacting Public Safety or any public authorities, ask a resident assistant or a university administrator.

*\*Three's a crowd.* Don't walk alone, travel in groups whenever possible. Walk close to the curb, away from bushes, alleys, or driveways. Stay in well-lit areas when walking at night and call a friend for an escort if necessary. If a person must walk alone, let someone know when and where to expect an arrival.

*\*Maintain personal privacy.* Always pull curtains or shades after dark. Never dress or undress in front of windows.

*\*Keep good company.* If a Drake Community member thinks someone may be following them, immediately make way to a heavily used and occupied area. If close to a building with people inside, go in and stay awhile. Call Public Safety at 515-271-2222.

## Personal Property Protection

*\*Locks don't work unless they are used.* Most thefts on campus occur in unlocked rooms. If there's a problem with a lock, report it immediately to residence services.

*\*Be on the lookout.* If a Drake community member sees someone suspicious in a residence hall or office building, ask what he or she is doing or call Public Safety. Salespeople are not allowed in the residence halls, and a hall resident must accompany all non-Drake visitors.

*\*Keep an eye on laundry.* Clothing can be removed during laundry cycles. If off-campus laundry facilities are used, don't go alone or late at night.

*\*Caution is paramount.* Don't leave keys or identification lying around. Don't lend them to anyone. Don't leave copies under a mat, behind a desk or in a mailbox. If keys or ID's are taken or lost, report the loss to a residence hall director at once. It is always possible to get new keys or an ID and have locks changed for a fee.

*\*Make a mark.* Operation Identification at Drake helps identify belongings. Just call the Des Moines Police Department for an identification number and then engrave it on the property. Police can use the number to identify stolen property and return it to the rightful owner—Drake will even supply an engraver. Ask a resident assistant for more information or call Drake Public Safety for more details.

## The importance of reporting incidents

If a Drake Community member is robbed, attacked, or feels victimized; report it. When a call is made to Drake Public Safety (515-271-2222), describe what was seen or heard. Give the address and location of the incident, the number of people involved, descriptions of the people, details and circumstances, and the license numbers and descriptions of any vehicles involved.

Drake Community members are encouraged to make prompt and accurate reports of all crimes to Drake Public Safety and/or the Des Moines Police Department. Public Safety treats all reports very seriously and we will respond accordingly.

It's important to report a crime, no matter how insignificant it seems. Sometimes police can fit a problem into a pattern developing in the city. Reporting a crime is one way to help to keep the same person from hurting or stealing from someone else.

If a Drake Community member intends to report a theft to an insurance company, a police report must be filed. Drake Public Safety will not issue copies of their reports to any individuals.

# Educational Programs and Services

## Overview of Programs and Services

Many different and varying programs and services are available to members of the Drake Community designed to inform students and employees about campus security procedures and practices. These programs and services are also intended to encourage students and employees to be responsible for own security and the security of others. A synopsis and description of the type and frequency of many of Drake Public Safety's programs and services are highlighted below.

In addition to these programs, Crime Prevention and Security Awareness procedures are discussed during new student orientation sessions in the summer months. Drake Public Safety officers and administration participate in Neighborhood Association meetings, meet, and greet opportunities, and student organization meetings to address the Drake Community and explain University crime prevention, security measures and procedures. Members of Drake Public Safety host Crime Prevention and Security Awareness presentations when requested by various organizations and departments around campus, including students and employees of Drake University. During these types of presentations, the following information is typically provided: crime prevention tips; statistics on crime and public safety data at Drake; information regarding campus security and procedures and practices, including encouraging participants to be responsible for their own security and for the security of others on campus. In addition, Drake Public Safety has created and sets up an informational display table which is staffed by an officer or administrator at Olmsted throughout the year. This activity provides an opportunity for Drake Public Safety to hand out safety related information, answer individual questions, and give an overview of Public Safety's services.

### 1. Self Defense Training

Drake Public Safety offers a free educational course to any current student that centers on defending against an attacker. This security awareness course is taught by members of the department. The Self Defense Training Program is offered on a by-request basis throughout the calendar year. Any interested student and/or student organization should contact the Public Safety Department for availability and scheduling.

### 2. Safe Ride Bus

Drake Public Safety operates its own evening bus system. The bus service is an ongoing crime prevention program designed to offer students a reliable, safe transportation option in evening hours. The bus runs throughout the school year, Sunday through Wednesday, 8 p.m. to 1 a.m., and Thursday through Saturday 8 p.m. to 2:30 a.m. The bus follows two routes:

1) An exterior route from 25th Street to Cottage Grove Avenue, Cottage Grove to 34th Street, 34th Street to College Avenue, and College back to 25th Street.

2) An interior route from 25th Street to University Avenue, University Avenue to 30th Street, 30th Street to Forest Avenue, and Forest Avenue back to 25th Street.

The bus is completely free of charge and available to any current student, faculty, or staff member. Riders may be asked to present identification to confirm their Drake status when boarding the bus.

### **3. Public Safety “Meet and Greets”**

Drake Public Safety officers and administrators often make appearances at University residence halls in a casual and informal nature to be available for questions, act as resources, and simply gain familiarity with students. The focus of the meetings is security awareness education and crime prevention. The meeting is a great opportunity for Public Safety to discuss best practices and tips, offer personal security advice, and allow for students to gain public safety knowledge in a much more conversational nature.

### **4. Rave Guardian App**

The Rave Guardian mobile phone app is available as a free download for all Drake University students, faculty, and staff. The app enhances safety on campus and crime prevention through real-time, interactive features that create a virtual safety network of friends, family, and Drake’s Department of Public Safety.

### **5. “Lock It Up” Poster Campaign**

The “Lock It Up” Poster Campaign is a security awareness program designed to encourage proper securing of personal belongings by placing the poster in highly trafficked areas throughout the campus. It’s possible that crimes, specifically theft, may be prevented by locking and securing personal items; making it much more difficult to steal them. Thefts are often crimes of convenience, and if theft is made more difficult to accomplish, then the crime itself should be reduced. While thefts cannot be guaranteed they will not occur, the poster campaign is an ongoing crime prevention program serving as a reminder that students can help protect themselves by following safe procedures.

### **6. Community Coordinated Response Team**

Once each month while school is in session, the Polk County Crisis and Advocacy Services Department holds a meeting for the Community Coordinated Response Team (CCR). The CCR is comprised of administrative individuals from different local higher education institutions. Many administrators from departments throughout Drake University are members.

The goal of the CCR is to develop and enhance response to violence on campuses in a timely, appropriate, sensitive, and respectful manner. The CCR is intended to bring together students, staff, faculty, campus security, local law enforcement, prosecutors, SANE professionals, and victim service providers to address sexual assault, dating violence and stalking on college campuses.

The objectives of the CCR include:

- Providing joint education on trauma informed care, victims’ rights, Title IX and Amended Clery requirements, sexual assault exam procedures, law enforcement involvement, prosecution requirements, and the role of advocates.
- Assessing and/or developing campus policies, protocols and services that more effectively identify and respond to the crimes of sexual assault, dating violence and stalking.

- Sharing and reviewing educational programs being used for prevention.
- Supporting improved coordination among campus administrators, campus security, and local law enforcement and victim service providers.

Ultimately, the CCR is about collaboration on a local level with similar institutions to make area campuses safer and better equipped to not only respond to sexual assaults, dating violence, and stalking, but to help reduce the number of incidents.

## 7. Bicycle Permit Registration

Bicycle Permit Registration is available for any Drake associated faculty, staff, or student. Registration is free and easy. Bicycle registration forms and permit stickers can be picked up at Drake Public Safety or at the Student Services Center. The permit stays with the registered owner for their entire career at Drake and is a program available all year round to help prevent bike theft. In the unfortunate event a registered bike is stolen, the permit helps in recovering a stolen item.

# Drake University Policies

## Alcohol and Drugs Policies

### Alcohol Usage and Statement of Policy

While the University cannot deny persons of legal age the right to drink alcohol, it endeavors to prevent the abuse of drinking privileges by encouraging individuals to behave in an appropriate and responsible manner when consuming alcohol.

Drake traditionally places great value on student autonomy, independence, and responsibility. Consistent with this value, Drake embraces the concept of student ownership in and responsibility for establishing and reinforcing community alcohol standards. Specifically, Drake expects students who use alcohol to:

- make healthy choices that avoid high-risk behaviors and negative effects on academics, health, or relationships
- refrain from abuse to self, others, or property
- maintain control of his or herself and circumstances
- comply with all applicable laws
- be informed, supportive peers who look out for one another's welfare

In furtherance of these expectations, Drake will educate its students on alcohol-related issues, including peer groups as part of this effort. Students receive information on:

- alcohol standards and policies
- signs of alcohol problems
- how to explore and understand their own drinking choices
- available campus and off-campus resources
- levels of alcohol impairment
- effects of tolerance on alcohol consumption
- effects of other drugs on alcohol consumption

- how to calculate blood-alcohol levels
- emergency responses and procedures
- issues that drive substance abuse

The following definitions apply throughout this policy.

- 1. Alcoholic Beverage.** “Alcoholic beverage” means any beverage containing more than one-half of one percent of alcohol by volume, including alcoholic liquor, wine, and beer.
- 2. Legal Age.** In Iowa, the legal age is 21.
- 3. Public Place.** A “public place” is any area or building on campus to which the public is permitted access. It does not include private residences.
- 4. Intoxicated.** A person is intoxicated when one or more of the following are true:
  - the person’s reason or mental ability has been affected.
  - the person’s judgment is impaired.
  - the person’s emotions are visibly excited.
  - the person has, to any extent, lost control of bodily actions or motions.

### **Alcohol and Prohibited Conduct**

The following conduct is prohibited by Iowa law and Drake University’s Student Code of Conduct. Each act is punishable as non-academic misconduct under the Code of Conduct, subjects the offender to criminal sanctions under federal, state, or local laws, and subjects the offender to the University fines described below.

#### **1. Underage Consumption or Possession of Alcohol**

Drake University prohibits the consumption or possession of alcoholic beverage by persons under the legal age, except to the extent that a person under legal age may handle alcoholic beverages during the regular course of the person’s employment.

#### **2. Supplying Underage Persons with Alcoholic Beverages**

Drake University prohibits selling, giving, or otherwise supplying alcoholic beverages to persons under the legal age.

#### **3. Public Consumption/Intoxication**

Drake University prohibits the consumption of alcohol in public places except to the extent the place has the requisite license or permit (e.g., certain areas of the Olmsted Center), and permission from the Office of Student Life or the President of the University, to dispense alcoholic beverages. Drake University also prohibits being intoxicated, or pretending to be intoxicated, in public places.

#### **4. Providing Alcoholic Beverages to an Intoxicated Person**

Drake University prohibits selling, dispensing, or giving alcoholic beverages to an intoxicated person, and/or a person simulating intoxication.

#### **5. Other Violations of Federal, State, or Local Laws Relating to Alcohol**

Any act or course of conduct that is a violation of a federal law, the Iowa Code, or the Des



Moines Municipal Code also constitutes a violation of this policy. In addition to any criminal or civil penalties, a Drake student is also subject to discipline under the Student Code of Conduct. A Drake student is subject to discipline under the Student Code of Conduct whether criminal charges or civil actions are brought against the student, and whatever the outcome of such criminal or civil proceedings may be.

### **University Sanctions for Alcohol Violations**

Students who violate University's Alcohol Policy face various sanctions based on the number of violations the student has previously committed and other factors relevant to the violation. One sanction violators may receive is a fine payable to the University, in the amounts set forth below. All funds collected from these fines will be used for campus-wide alcohol educational programming.

Students who fail to pay a fine within 30 days after receiving notice of the fine will have the fine added to their university bill. Note: The University may place a "hold" on the record of any student who is delinquent in payment of his/her university bill. Because of the hold, the student will be unable to register for class, receive transcripts, or receive diplomas until the bill is paid.

### **University Sanctions**

First Violation	*Formal Reprimand *\$100.00 Fine *Additional sanctions may be imposed in the discretion of the Residence Hall Coordinator, the Assistant Director of Residence Life, and/or the Dean of Students
Second Violation	*Warning/Probation *\$150.00 Fine * Additional sanctions (e.g., probation, community service, alcohol assessment/counseling) may be imposed in the discretion of the Assistant Director of Residence Life and/or the Dean of Students
Third (and more) Violations	*Probation *\$200.00 Fine * Additional sanctions (e.g., removal from residence halls, alcohol assessment/counseling, disciplinary action under the Student Code of Conduct, which could result in suspension or expulsion from the University) may be imposed in the discretion of the Director of Residence Life and/or the Dean of Students

\*The foregoing prohibited conduct is meant to establish minimum standards of conduct applicable to Drake students. Nothing in this policy prevents student organizations or other groups from establishing stricter standards for their members. This policy establishes a floor, not a ceiling.

### **Drug Usage and Statement of Policy**

Pursuant to the Drug-Free Schools and Communities Act, the Higher Education Act Amendments of 1998, and the Higher Education Opportunity Act of 2008, the University prohibits the unlawful

possession, use, or distribution of illicit drugs and controlled substances by students and employees on Drake's property or as part of any Drake activity. Prohibited conduct regarding drugs and controlled substances is explained below. Engaging in drug-related prohibited conduct is non-academic misconduct, punishable under the sanctions below and in addition to any potential criminal sanctions. Any questions about this policy should be directed to the Dean of Students' Office at 515-271-2835.

The following definitions apply throughout this policy:

- 1. Controlled Substance:** "Controlled substance" means a drug, substance, or immediate precursor in Iowa Code chapter 124 schedules I through V, and/or the Federal Controlled Substances Act, 21 U.S.C. § 812. "Controlled substance" includes, but is not limited to heroin, cocaine, marijuana, opiates, and opioids (e.g., hydrocodone, Vicodin®, OxyContin®), amphetamines, LSD, MDMA (ecstasy), and steroids. "Controlled substance" under this policy includes simulated controlled substances, which means a substance that is not a controlled substance but that is expressly or impliedly represented to be a controlled substance.
- 2. Distribute:** "Distribute" means to deliver a controlled substance, other than by administering or dispensing by an authorized healthcare or pharmacy professional.
- 3. Manufacture:** To "manufacture" a controlled substance includes the production, preparation, propagation, compounding, conversion, or processing of a controlled substance, as well as any packaging or repackaging of the substance or labeling or relabeling of its container.

## **Drugs, Controlled Substances, and Prohibited Conduct**

The following conduct is prohibited by Iowa law and Drake University's Student Code of Conduct. Each act is punishable as non-academic misconduct under the Code of Conduct, subjects the offender to criminal sanctions under federal, state, or local laws, and subjects the offender to the University fines described below.

### **1. Possession of a Controlled Substance**

Drake University prohibits the knowing or intentional possession of a controlled substance unless the substance was obtained directly from, or pursuant to, a valid prescription or order of a practitioner while acting during the practitioner's professional practice, or except as otherwise authorized by law.

### **2. Distribution, Manufacture, or Possession with Intent to Distribute or Manufacture**

Drake University prohibits the manufacture of a controlled substance, the distribution of a controlled substance, the possession of a controlled substance with the intent to distribute it, the possession of a controlled substance with the intent to manufacture another controlled substance, and entering a common scheme or design with, or conspiring with, one or more other persons to do any of the foregoing acts.

### **3. Possession, Manufacture, or Delivery of Drug Paraphernalia**

Drake University prohibits the possession, manufacture, or delivery of drug paraphernalia. "Drug

paraphernalia” means all equipment, products, or materials of any kind used or attempted to be used in combination with an illegal controlled substance, to:

- Manufacture a controlled substance.
- Inject, ingest, inhale, or otherwise introduce into the human body a controlled substance.
- Test the strength, effectiveness, or purity of a controlled substance; or
- Enhance the effect of a controlled substance.

## **University Sanctions for Drugs and Controlled Substances Violations**

Students who violate University’s Drug Policy face various sanctions based on the number of violations the student has previously committed and other factors relevant to the violation. One sanction violator may receive is a fine payable to the University, in the amounts set forth below. All funds collected because of fines will be used for campus-wide alcohol educational programming.

Students who fail to pay a fine within 30 days after receiving notice of the fine will have the fine added to their university bill. Note: The University may place a “hold” on the record of any student who is delinquent in payment of his/her university bill. Because of the hold, the student will be unable to register for class, receive transcripts, or receive diplomas until the bill is paid.

### **University Sanctions**

#### ***Possession***

First Violation	*\$200.00 Fine *Probation *Additional sanctions may be imposed in the discretion of the Residence Hall Coordinator, the Assistant Director of Residence Life, and/or the Dean of Students
Second Violation	*Extended Probation *Removal from the residence hall/ housing contract cancellation *\$200.00 Fine *Drug and Alcohol Assessment *Additional sanctions may be imposed in the discretion of the Residence Hall Coordinator, the Assistant Director of Residence Life, and/or the Dean of Students
Third (and more) Violations	*Referral to Dean of Students for disciplinary action under the Code of Student Conduct, which could result in suspension or expulsion from the University

#### ***Possession with Intent to Distribute***

- \*\$400.00 Fine
- \*Removal from residence halls
- \* Referral to Dean of Students for disciplinary action under the Code of Student Conduct, which could result in suspension or expulsion from the University

\*In addition to criminal and/or University sanctions, a student convicted of a state or federal offense involving the sale of a controlled substance based on conduct that occurred during a period of enrollment during which the student was receiving federal financial aid faces possible ineligibility for federal financial aid. Call the Dean of Students' Office for more details at 515-271-2835.

## **Medical Amnesty**

Drake University's primary concern is the health and safety of its students. The University is aware that students are sometimes reluctant to seek medical attention in alcohol- and drug-related emergencies, out of fear that they may face sanctions related to possessing or consuming alcohol and drugs. Because these emergencies are potentially life-threatening, the University wants to do what it can to reduce barriers that prevent students from seeking assistance.

Accordingly, students who seek emergency medical attention for themselves or someone else related to the consumption of alcohol or drugs will be referred for substance abuse evaluation and/or treatment, instead of receiving the University-imposed sanctions referenced above, for the alcohol or drug-related policy violation. Medical Amnesty only applies when a student initiates the call for emergency medical attention and only when the emergency medical attention is needed to address alcohol or drug emergencies. It does not apply when the individual suffering from the alcohol or drug emergency is discovered by a university official (e.g., public safety, RA, etc.).

Medical Amnesty does not apply to violations of the Code of Student Conduct that are egregious, in the judgment of the Dean, including, but not limited to, sexual assault, weapons possession, possession of drugs that induce incapacitation (e.g., Rohypnol or other "date rape drugs"), and all drug offenses beyond mere possession. The University strongly encourages victims who have been sexually assaulted after consuming alcohol or drugs and witnesses to such assaults to come forward without fear of disciplinary action by the University. The University strongly encourages students to seek emergency treatment when alcohol poisoning or a drug overdose is suspected.

## **Drug and Alcohol Abuse Education Programs**

### **1. Drake University CARE Team**

Drake's top priorities include providing a safe environment in which students are mentally and physically able to study, work and play. The University CARE team focuses on prevention by proactively responding to students showing signs of distress such as sadness, anxiousness, irritability, or depression. The team meets regularly to provide guidance to faculty, staff and students who are responding to troubled students and preventing campus disruptions. Discussions, recommendations, and actions of the team remain confidential to the extent feasible under the circumstances.

Parents are an important partner in the health and safety of the campus community as well. The CARE team may contact parents, when permitted by law<sup>1</sup>, as a preventative measure when signs of distress have been identified, and the CARE team encourages parents to do the same if they have concerns about their child.

For more information about the Drake CARE team, contact the Dean of Students Office at 1-800-44-DRAKE or 515-271-2835.

Under the Family Educational Rights and Privacy Act (FERPA), schools may disclose education records to parents if (1) the student consents, (2) the student is a dependent for income tax purposes, (3) a health or safety emergency involves their son or daughter, (4) if the student who is under age 21 has violated any law or school policy concerning the use or possession of alcohol or a controlled substance, and (5) a school official may generally share with a parent information that is based on that official's personal knowledge or observation of the student.

## 2. “Drunk Goggles” Checkout Program

“Drunk Goggles,” as they are often referred to, are a very popular ongoing crime prevention tool designed to educate Drake students about the effects of alcohol misuse and abuse. Available through Drake Public Safety, the goggles utilize a technology that allows the wearer of the tool to experience a realistic simulation of impairment by alcohol. The wearer of the goggles gains a first-hand experience of just how difficult it is to perform routine tasks while intoxicated. The Drunk Goggles are an amazing security awareness program that educates students on how vulnerable and susceptible they are to potentially dangerous situations while exhibiting signs of intoxication.

A demonstration program of the goggles may be given by a member of the Public Safety Department when scheduled, or an approved organizer of a student group may checkout the goggles at any time throughout the calendar year.

## 3. University Offered Programs

Drake offers programs designed to inform students, faculty and staff about drug and alcohol abuse education.

- Residence halls and Greek houses' video programs (throughout the year)
- Crime prevention/campus security programs (Go to <https://www.drake.edu/publicsafety/> for more information.)
- Monthly meetings of the all-campus Safety and Security Committee
- Drug and alcohol abuse education programs through Office of Residence Life
- BACCHUS, student organization encouraging responsible alcohol use
- GAMMA, Greek alcohol education organization
- Alcohol Awareness Week (October)
- Safe Spring Break Days (March)
- Drug and alcohol counseling without charge (call the Drake Counseling Center, x3864)
- Drugs in Society academic credit course
- S.M.A.R.T. course in partnership with Employee and Family Resources of Des Moines
- eCheckUpOnline for all incoming students

# Sexual and Interpersonal Misconduct Policy

## Purpose

The purpose of this section of the document is to set forth Drake University's policies and procedures related to Sexual and Interpersonal Misconduct. In addition, it is intended to ensure that the

University's policies and procedures related to Sexual and Interpersonal Misconduct are interpreted and applied consistently with Title VII, IX, the Violence Against Women Act (VAWA), the Clery Act, and other applicable law.<sup>1</sup> It is also intended to notify victims/survivors of their rights and resources that are available to them when Sexual or Interpersonal Misconduct occurs. It explains the investigatory and disciplinary procedures the University follows and possible sanctions the University may impose with respect to complaints of Sexual and Interpersonal Misconduct. It also explains interim and long-term protective measures and accommodations that may be offered to survivors<sup>2</sup>, if requested and reasonably available, such as no-contact orders and temporary or permanent changes in housing, academic, transportation and working conditions<sup>3</sup>. Finally, it includes information about prevention and awareness. Questions about this document, any related policy or procedure, making a report, or requesting accommodations to academic, living, working, and/or transportation arrangements, may be directed to any of the following: <sup>4</sup>

*Title IX Coordinator Samantha Nordstrom: 515-271-4956 or [samantha.nordstrom@drake.edu](mailto:samantha.nordstrom@drake.edu)*

*Dean of Students Hannah Clayborne: 515-271-2835 or [hannah.clayborne@drake.edu](mailto:hannah.clayborne@drake.edu)*

*Executive Director of Human Resources Maureen De Armond: 515-271-3676 or [maureen.dearmond@drake.edu](mailto:maureen.dearmond@drake.edu)*

## Policy

Drake University prohibits discrimination based on sex in its educational programs and in employment. This includes, but is not limited to, discrimination in the form of sex-based harassment (including sexual harassment), sexual assault and sexual exploitation (collectively referred to herein as "Sexual Misconduct"). Drake also prohibits dating violence, domestic violence, and stalking (collectively referred to herein as "Interpersonal Misconduct"). Finally, retaliation against anyone seeking guidance, filing a complaint, or participating in an investigation into Sexual or Interpersonal Misconduct is strictly prohibited.

## Scope

The policy expressed above governs the conduct of all Drake University students, employees and third parties whose actions impact the University's educational and working environment. It also provides for interim and long-term protective measures and accommodations for Drake student and employee survivors of Sexual or Interpersonal Misconduct. This policy applies regardless of sexual orientation or gender identity and whether an incident occurs on or off campus.

## Definitions

### **Sexual Misconduct:**

The University defines Sexual Misconduct as including Sexual Assault, Sexual Exploitation and Sex-Based Harassment (including Sexual Harassment) as each term is defined below.

### **Sexual Assault:**

Sexual assault is an extreme form of sexual misconduct ranging from forcible rape to nonphysical forms of pressure that compel individuals to engage in sexual activity against their will. In Iowa, the terms

“rape” and “sexual assault” fall under the legal definition of “sexual abuse,” which includes any sex act done by force or against the will of another. Examples of sexual assault under this policy include, but are not limited to the following behaviors when consent is not present:

- Sexual intercourse (vaginal, anal, oral)
- Oral sex
- Rape or attempted rape
- Penetration of an orifice (anal, vaginal, oral) with the penis, finger, or other object
- Unwanted touching of the genitals, buttocks, breast, or other body part
- Coercion or force to make someone else touch one’s genitals, buttocks, breast, or other body part
- Engaging in sexual activity with a person who is unable to provide consent due to the influence of drugs, alcohol, or other condition
- Inducing consent through drugs or alcohol
- Ejaculation onto the person of another

**Consent:**

The term “consent,” in the context of sexual activity, means by clear, unambiguous action, agreeing, giving permission, or saying “yes” to sexual activity with someone else. Consent is not present if a sexual act is committed through force, threat, intimidation or against the will of another. Furthermore, an individual cannot give consent if incapacitated from doing so due to the influence of drugs, alcohol, or other condition.

**Sexual Exploitation:**

Sexual exploitation involves taking non-consensual sexual advantage of another person, even though the behavior might not constitute one of the other sexual misconduct offenses. Examples can include, but are not limited to, the following behaviors:

- Distribution or publication of sexual or intimate information about another person without consent
- Electronic recording, photographing, or transmitting sexual or intimate utterances, sounds, or images without knowledge and consent of all parties
- Engaging in indecent exposure
- Sexual intimidation - Sexual intimidation is an implied or actual threat to commit a sex act against another person, or behavior used to coerce participation in a sex act
- Stalking - Stalking may take many forms including persistent calling, texting, or Internet posting, as well as physical stalking, when the context of the communication or the nature of the stalking is of a sexual or intimate nature
- Voyeurism - Voyeurism involves either secretive observation of another’s sexual activity or secretive observation of another for personal sexual pleasure

**Sex-Based Harassment (including Sexual Harassment):**

Sex-based harassment is defined as unwelcome advances, requests for sexual favors, or other unwelcome verbal or physical conduct aimed at another because of sex when:

- Submission to such conduct is made explicitly or implicitly a term or condition of an individual’s employment or status in a course, program, or activity.
- Submission to or rejection of such conduct is used as a basis for an employment or educational decision affecting an individual, or

- Such conduct has the purpose or effect of unreasonably interfering with an individual's work or educational performance or of creating an intimidating, hostile, or offensive environment for work or learning.

Drake University does not tolerate sex-based harassment of its employees or students by others regardless of their university status and it also protects students and employees against third party harassment within the employment and educational setting. Sex-based harassment is especially serious when it threatens relations between teacher and student or supervisor and subordinate by unfairly exploiting the power differential between the parties in the relationship.

**Example of Sex-Based Harassment:**

Sex-based harassment occurs in a variety of circumstances. Often, sex-based harassment involves relationships of unequal power, and contains elements of coercion as when compliance with requests for sexual favors becomes a condition of employment, work, education, study, or benefits. Sex-based harassment may also involve unwelcome relationships among equals, as when repeated sexual advances or demeaning verbal or physical behavior have a harmful effect on a person's ability to study or work at the University.

Examples of sex-based harassment include, but are not limited to, the following unwelcome behaviors:

- physical assault, indecent exposure, or physical contact of a sexual nature.
- direct or implied threats that submission to sexual advances will be a condition of employment, work status, promotion, grades, or letters of recommendation etc.
- direct propositions of a sexual nature.
- a subtle pressure for sexual activity or a pattern of conduct (not legitimately related to the subject matter of a course, if a course is involved) intended to denigrate, distress or humiliate through sexual comments or sexually explicit statements, questions, jokes or anecdotes. This pattern of conduct may include unnecessary touching, unwanted staring, patting, hugging, or brushing against a person's body; remarks of a sexual nature about a person's clothing or body; or remarks about sexual activity or speculations about previous sexual experience.
- a pattern of conduct that would denigrate, distress, or humiliate a reasonable person of the same sex as the person at whom the conduct was directed. The pattern of conduct may, but need not, be of a sexual nature so long as it is directed at another because of sex. Examples include but are not limited to:
  1. name-calling jokes or negative comments about the person's sex/gender
  2. physical intimidation, vandalism, or pranks
  3. Displays of reading materials or pictures containing negative material about a particular sex, including electronic materials.

**Interpersonal Misconduct:**

The University defines Interpersonal Misconduct as including Domestic Violence, Dating Violence, and Stalking as each term is defined within this document.

**Domestic Violence:** An assault<sup>5</sup> under any of the following circumstances:

1. The assault is between family or household members, who resided together at the time of the assault.



2. The assault is between separated spouses or persons divorced from each other and not residing together at the time of the assault.
3. The assault is between persons who are parents of the same minor child, regardless of whether they have been married or have lived together at any time.
4. The assault is between persons who have been family or household members residing together within the past year and are not residing together at the time of the assault.

**Dating Violence:** Violence committed by a person—

1. who is or has been in a social relationship of a romantic or intimate nature with the victim; and
2. where the existence of such a relationship shall be determined based on a consideration of the following factors:
  - (a) The length of the relationship.
  - (b) The type of relationship.
  - (c) The frequency of interaction between the persons involved in the relationship.

**Stalking:** A person commits stalking when all the following occur:

1. The person purposefully engages in a course of conduct<sup>6</sup> directed at a specific person that would cause a reasonable person to fear bodily injury to, or the death of, that specific person or a member of the specific person's immediate family.
2. The person has knowledge or should have knowledge that the specific person will be placed in reasonable fear of bodily injury to, or the death of, that specific person or a member of the specific person's immediate family by the course of conduct.
3. The person's course of conduct induces fear in the specific person of bodily injury to, or the death of, the specific person or a member of the specific person's immediate family.

**Retaliation:**

Retaliation occurs when action is taken against another because they have sought guidance, filed a complaint or participated in an investigation into Sexual or Interpersonal Misconduct. Examples of retaliation include, but are not limited to, any action that has an adverse impact on the complainant's employment, compensation, or work assignments, or, in the case of students, grades, class selection or any other matter pertaining to student.

## **University Reporting and Disciplinary Procedures**

To report an incident involving Sexual or Interpersonal Misconduct under university policies and procedures, any of the following individuals and departments at Drake University may be contacted:

- Drake University's Dean of Students, Hannah Clayborne, [hannah.clayborne@drake.edu](mailto:hannah.clayborne@drake.edu)
- Executive Director of Human Resources Maureen De Armond, 515-271-3676 or [maureen.dearmond@drake.edu](mailto:maureen.dearmond@drake.edu)
- Drake University's Campus Public Safety, 515-271-2222
- Drake University Title IX Coordinator/Equity and Inclusion Policy Specialist Samantha Nordstrom, 515-271-4956 or [samantha.nordstrom@drake.edu](mailto:samantha.nordstrom@drake.edu)

Alternatively, an anonymous report via this web portal may be made at:

<https://www.drake.edu/ethicspoint/>

Reports to Campus Public Safety and to the Coordinator for Sexual Violence Response and Healthy Relationship Promotion will automatically be referred to the Title IX Coordinator/Equity and Inclusion Policy Specialist, the Dean of Students, or the Director of Human Resources, who will follow up for further processing. Any University employee who is not statutorily prohibited from doing so (including managers of student employees) who becomes aware of Sexual or Interpersonal Misconduct should bring the information to the Title IX Coordinator/Equity and Inclusion Policy Specialist, Dean of Students, or the Director of Human Resources. Please note that confidential resources are identified in the chart on page 13.

Whether or not criminal charges are filed, a complaint may be filed under this Policy and/or the Student Code of Conduct (where the alleged perpetrator is a student). A link to the Student Code of Conduct is included on page one. In cases in which the accused is a student or the complainant is a student, and the accused is a third party, complaints should be directed to the Dean of Students or Title IX Coordinator/Equity and Inclusion Policy Specialist. In cases in which the accused is an employee or the complainant is an employee, and the accused is a third party, complaints should be directed to the Director of Human Resources or Title IX Coordinator/Equity and Inclusion Policy Specialist.

The University disciplinary process will include a prompt, fair, and impartial investigation, and resolution process. Investigators and adjudicators are trained annually on the issues related to Sexual and Interpersonal Misconduct and taught how to investigate and hearing process that protects the safety of the victim and promotes accountability.

For complaints against students, the Dean of Students/designee will conduct the investigation and Section III of Drake's Student Code of Conduct will govern the investigation and adjudication process. For complaints against faculty or staff, Human Resources will conduct the investigation and adjudication will follow procedures applicable to the accused, within the staff handbook, faculty manual, any applicable contract, and/or Academic Charter. The anticipated timelines for the investigation, disciplinary procedures, and appeal rights are as stated in each applicable policy or the Student Conduct Code. In any event, the University endeavors to complete the investigatory process within sixty (60) days. The following disciplinary procedures apply in cases of alleged Sexual or Interpersonal Misconduct:

1. The accuser and the accused can participate in the investigatory and disciplinary process which is overseen by properly trained individuals.
2. The accuser and the accused can be advised by a personal advisor of their choice, at their expense, at any stage of the process and to be accompanied by that advisor at any meeting or hearing. An advisor may only consult and advise his or her advisee, but not speak for the advisee at any meeting or hearing, except as expressly provided for in applicable procedures.
3. Decisions are based on the preponderance of evidence standard. In other words, the investigator or adjudicator will determine if it more likely than not that the accused violated the applicable policy.
4. The accuser and the accused will be notified simultaneously in writing of the outcome of any disciplinary proceeding, as well as any changes to those results or disciplinary actions prior to the time that such results become final; and
5. If there is a right to appeal, the right is granted co-equally to the accuser and the accused and the right is explained in the applicable procedures. The accuser and the accused will be notified simultaneously in writing of the outcome of an appeal, if applicable.

University sanctions may be imposed upon those determined to have engaged in Sexual or Interpersonal Misconduct under applicable university policies and procedures. For employees, sanctions could range from counseling to termination from employment. For students, possible sanctions include expulsion, suspension, probation, removal from university owned housing, mandatory counseling, non-academic probation, revocation of privileges, restitution, fines, educational or work assignments, or university reprimand. For third parties, the University may issue a no trespass order. As noted above, the University may also implement interim and/or longstanding protective remedial measures following a report of Sexual or Interpersonal Misconduct, which may include no-contact orders and/or temporary or permanent changes in housing, academic, transportation and working conditions, if requested and reasonably available.

### **Programs to Prevent Domestic Violence, Dating Violence, Sexual Assault and Stalking**

Drake University engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault and stalking that:

- A. Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and
- B. Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students and those programs include training that:

- A. Drake University prohibits the crimes of domestic violence, dating violence, sexual assault, and stalking.
- B. The definitions of domestic violence, dating violence, sexual assault and stalking according to any applicable jurisdictional definitions of these terms (all of which is defined in the above Sexual and Interpersonal Misconduct Policy).
- C. What behavior and actions constitute consent, in reference to sexual activity, for Drake University (the State of Iowa does not define consent).
- D. A description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.
- E. Information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims to promote safety and to help individuals and communities address conditions that facilitate violence.
- F. Information regarding:
  - a. procedures victims should follow if a crime of domestic violence, dating violence, sexual assault and stalking occurs (as described in “Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking Occurs” elsewhere in this document)
  - b. how the institution will protect the confidentiality of victims and other necessary parties

(as described in “Assistance for Victims: Rights and Options” elsewhere in this document).

c. existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and in the community (as described in “Assistance for Victims: Rights and Options” elsewhere in this document); and

d. options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures (as described in “Assistance for Victims: Rights and Options” elsewhere in this document).

e. procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking (as described in “Adjudication of Violations” elsewhere in this document).

f. proceedings will be conducted by officials, who, at a minimum, receive annual training on the issues related to dating violence, domestic violence, sexual assault, and stalking and do not have a conflict of interest or bias for, or against, the accuser and/or accused

## **Prevention Programs 2021**

1/5 Prevention Ambassador Training  
1/6 Prevention Ambassador Training  
1/12 Prevention Ambassador Training  
1/13 Prevention Ambassador Training  
1/19 Prevention Ambassador Training  
1/20 Prevention Ambassador Training  
2/2 Crew Orientation  
2/7 Sig Ep Prevention Training  
2/13 FSL HIRO Training  
2/15 Positive MENTality  
2/22 Positive MENTality  
3/1 Positive MENTality  
3/8 Unmasking Masculinity Event  
3/17 Sexual Citizens: Sex, Power and Assault on Campus, Author Event  
3/22 Positive MENTality  
3/29 Positive MENTality  
4/5 Positive MENTality  
4/9 Prelays- Risk Reduction Event  
4/10 Psychological Self-Defense Workshop  
4/12 Positive MENTality  
4/19 Positive MENTality  
4/26 Positive MENTality  
5/3 Positive MENTality  
8/3 Football Title IX training  
8/6 Women’s Soccer Title IX training  
8/12 Dive Into Drake-Prevention training  
8/12 Men’s Soccer Title IX training  
8/22-8/25 Violence Intervention Partners (VIP) training  
8/22 Crew Mentor Training (Public Safety & Title IX)  
8/27 The C-Word: Consent  
8/27 Prevention Ambassador Sessions

8/28 Prevention Ambassador Session (virtual)  
8/31 Rowing Title IX training  
9/1 Women's Basketball Title IX training  
9/1 Men's Basketball Title IX training  
9/1 Track Title IX training  
9/7 Softball Title IX training  
9/7 Women's Golf Title IX training  
9/13 Positive MENTality  
9/15 Title IX/Advocacy Training at Counseling Center  
9/20 Positive MENTality  
9/22 Resident Hall Sexual Health Program  
9/27 Positive MENTality  
9/29 Trauma Informed Advising Training  
10/3 Alpha Phi Prevention Talk  
10/4 Positive MENTality  
10/5 Residence Life Training  
10/11 Positive MENTality  
10/18 Positive MENTality  
10/22 Prevention Ambassador Training  
10/24 Sig Ep Prevention Training  
10/25 Positive MENTality  
10/29 Prevention Ambassador Training  
11/1 Positive MENTality  
11/5 Prevention Ambassador Training  
11/8 Positive MENTality  
11/15 Positive MENTality  
11/19 Track Prevention Ambassador Training  
11/22 Positive MENTality  
11/29 Positive MENTality  
12/6 Positive MENTality

### **Primary Prevention and Awareness Programs**

Drake University provides the following programs intended to educate our campus community on primary prevention, intervention, and outreach:

- The **Violence Intervention Partner (VIP)** assists Drake University students with confidential compassionate, informed sexual and dating violence response support 24 hours a day during in session school semesters (Fall/Spring). VIP's unique model as a student-run program provides VIP Drake student members an opportunity to obtain specialized professional credentials in the field of social services and develop a sense of personal growth and development through knowledge of social justice issues related to gender violence.
- The **Mentors in Violence Prevention (MVP) Training Program**, founded in 1993 by Sport in Society at Northeastern University, motivates student leaders to play a central role in solving problems through scenario building sessions around sexual and dating violence, homophobia, and sexual harassment. Participants learn to serve as role models working to prevent violence and confront abusive peers through skills development. In 2015, the team facilitated the second large-scale Welcome Week MVP session on 'consent' to all incoming first year students, five programs to

Greek Life chapters, a SAGE and Greek Life conference, three Adams Academy presentations, and reached approximately one third of Drake's student population with bystander skills.

- The Drake University Anti-Violence Coordinating Council (AVCC) works to develop, support, and enhance creative prevention and effective intervention initiatives to reduce sexual and interpersonal violence on campus. AVCC functions include:
  - Act as a support mechanism for inventorying and supporting anti-violence initiatives across campus
  - Advocate on issues related to the prevention of gender violence in a variety of capacities and strive to institutionalize efforts
  - Review and suggest policies and/or protocols related to sexual and interpersonal violence response
  - Provide oversight and input on effective strategies of preventing sexual and interpersonal violence on campus
  - The Engaged Citizen Conference, Gender Violence: Analysis and Action, occurred was open to faculty, staff, students, and visitors.

### ***Ongoing Prevention and Awareness Campaigns***

The University has developed an annual educational campaign consisting of:

- Awareness campaigns that engage the campus community through speakers discussing sexual and/or interpersonal misconduct
- Drake University's adoption of Start by Believing, a national public awareness campaign designed to change the way individuals respond to sexual assault in their communities.

## **Options for Survivors of Sexual or Interpersonal Misconduct**

### **Crisis Advocacy**

Talking to someone in a support system may be helpful in the aftermath of Sexual or Interpersonal Misconduct. Crisis advocates are available to provide confidential emotional support and to explain options to survivors. Survivors have the right to request the presence of a victim advocate, as defined under law, at any proceeding related to a sexual assault, including a medical examination and any legal proceeding.

### **Dating/Domestic Violence and Stalking (24/7):**

Domestic Violence Services: 515-243-6147  
Iowa Domestic Violence Hotline: 1-800-942-0333

### **Sexual Assault/Harassment (24/7):**

Polk County Crisis and Advocacy Services: 515-286-3600  
Crisis Intervention Services: 1-800-270-1620

Iowa Sexual Abuse Hotline: 1-800-284-7821

A comprehensive list of resources that are available for survivors of Sexual or Interpersonal Misconduct is provided on pages 12-13.

### **Victim's Rights (under Code of Iowa § 709.22)**

In Iowa, victims<sup>7</sup> have the following rights pursuant to state statute:

1. The right to ask an Iowa court for help with any of the following on a temporary basis:
  - (a) Keeping your attacker away from you, your home, and your place of work.
  - (b) The right to stay at your home without interference from your attacker.
  - (c) The right to seek a criminal no-contact order, if your attacker is arrested for sexual assault.
2. You have the right to register as a victim with the county attorney.
3. You have the right to file a complaint for threats, assaults, or other related crimes.
4. You have the right to seek restitution against your attacker for harm to you or your property.
5. You have the right to apply for victim compensation.
6. You have the right to contact the county attorney or local law enforcement to determine the status of your case.
7. If you need medical treatment, you have the right to request that a law enforcement officer assist you in obtaining transportation to the nearest hospital or otherwise assist you.
8. You have the right to a sexual assault examination performed at state expense, as discussed above.
9. You have the right to request the presence of a victim counselor, as defined under law, at any proceeding related to an assault, including a medical examination.
10. If you believe that police protection is needed for your physical safety, you have the right to request that a law enforcement officer remain at the scene until you and other affected parties can leave or until safety is otherwise ensured.
11. (Iowa Code § 709.22).

### **Medical Attention**

After an occurrence of sexual assault<sup>8</sup>, a victim/survivor should consider seeking medical attention as soon as possible. Locally, medical attention is available at any of the following hospitals or clinics:

**Broadlawns Medical Center** (515-282-2200)  
1801 Hickman, Des Moines, IA

**Iowa Lutheran Hospital** (515-263-5612)  
700 E. University Ave., Des Moines, IA

**Iowa Methodist Hospital** (515-241-6212)  
1200 Pleasant St., Des Moines, IA

**Mercy Medical Center** (515-247-3121)  
1111 Sixth Ave., Des Moines, IA

**Planned Parenthood of the Heartland-Rosenfield Health Center** (1-877-811-7526)  
1000 E. Army Post Rd., Des Moines, IA (M-F, 8-5pm)

Survivors have the right to have a certified Sexual Assault Nurse Examiner (SANE) provide a free, confidential medical examination at the expense of the state. The SANE can conduct a sexual assault evidence collection kit to preserve forensic evidence of the assault within 120 hours after its occurrence. To preserve as much evidence as possible, it is recommended that a survivor not bathe, douche, change clothing or clean bed linens/area where the assault occurred. However, even if a

survivor has engaged in any or all these activities, a survivor can still proceed with an exam within the 120-hour time frame. Consider having this exam done if a survivor may want to pursue charges or if a survivor is concerned about personal physical health and well-being. This exam also provides screening for sexually transmitted diseases, HIV/AIDS and/or pregnancy prevention measures within or after the 120-hour time frame and includes free follow-up exams if needed.

In addition, a survivor may apply to have certain expenses related to follow-up medical care, counseling, or other accrued expenses related to the assault, covered through the Iowa Crime Victim Compensation Program. A victim advocate can help a survivor with this process as part of their free and ongoing services. For an application and other information related to this process, please visit: [www.iowaattorneygeneral.gov/for-crime-victims/crime-victim-compensation-program/](http://www.iowaattorneygeneral.gov/for-crime-victims/crime-victim-compensation-program/)

## **Preservation of Evidence**

Survivors of Sexual or Interpersonal Misconduct are encouraged to preserve all evidence. In addition to preserving any medical evidence, survivors are encouraged to save, for example, text messages, instant messages, social networking pages, other communications, and to keep pictures, logs, and any other relevant documents. A survivor may also want to write down all the details he/she can recall about the incident and the accused perpetrator. This evidence could be useful to the University and/or law enforcement if a survivor chooses to pursue the matter within the University and/or in court.

## **Orders of Protection<sup>9</sup>**

**University No-Contact Orders:** The University may issue a no-contact order upon a report or complaint of Sexual or Interpersonal Misconduct. This type of no-contact order is enforced under university policies and procedures and applies only to the campus jurisdiction.

**University No Trespass Orders:** Drake University's property is covered by jurisdictional trespassing laws<sup>10</sup>. Drake has the right to ask a person to leave university property if the person's conduct is aggressive or threatening or is otherwise disruptive to the University's educational or employment environment and/or university activities. Under these circumstances, a no trespass order may be issued by the Campus Public Safety or the Dean of Students. Violations of trespass orders may warrant arrest by the Des Moines Police Department.

**Criminal No-Contact Orders:**<sup>11</sup> Criminal no-contact orders are available as part of a criminal proceeding for domestic abuse, harassment, stalking, sexual abuse, or assault. These orders are requested by the Polk County Attorney's Office and are granted by a judge during criminal proceedings. These orders usually last upwards to 5 years and can be reauthorized.

**Civil Protective Orders:**<sup>12</sup> There is a separate process for obtaining a civil protective order, which a victim of domestic abuse may seek even if there are no criminal charges. To obtain a civil protective order, a survivor must be the victim of domestic abuse and have a particular relationship with the accused (such as a spouse, ex-spouse, cohabitators, or cohabitators within one year prior, having a child together, or being in an intimate relationship). As a victim, a survivor may go to the Polk County Clerk of Court (Room 115 of the Polk County Courthouse, 500 Mulberry Street, Des Moines) and request a protective order form. A survivor will appear before a judge for a temporary protective order, and a hearing will be scheduled. If ordered, these measures last one year and can be reauthorized. For assistance in Polk County, a survivor may contact the Polk County Attorney (222 5th Ave, Des Moines, 515-286-3737). A survivor may also contact the Civil Court Advocate of the Family Violence



Center at 515-243-6147 if a survivor has questions regarding the qualifications in obtaining an order.

In compliance with Iowa law, Drake University recognizes both criminal no-contact orders and civil protective orders. If a survivor obtains an order of protection from a court in Iowa,<sup>13</sup> the survivor should provide a copy to Drake University's Campus Public Safety, Dean of Students Office (if a survivor is a student), and the Title IX Coordinator/Equity and Inclusion Policy Specialist. A survivor may then meet with the Drake's Department of Public Safety and the Dean of Students (if a survivor is a student) to develop a plan to reduce risk of harm while on campus or coming and going from campus. This plan may include, for example: escorts, special parking arrangements, changing classroom location, allowing a student to complete assignments from home, etc.

### **Accommodations and Protective/Interim Measures**

The University will work cooperatively with any survivor of Sexual or Interpersonal Misconduct to promote his/her health, well-being, and physical safety, and to make available accommodations within the survivor's educational and/or work environment after a report of Sexual or Interpersonal Misconduct is made, regardless of whether the individual chooses to contact law enforcement. For example, as noted above, changes to academic, living, transportation, and/or working situations may be requested and will be arranged if reasonably available. In addition, if requested, counseling, health services and assistance in notifying appropriate local law enforcement will also be provided.

Drake University identifies the following individuals to aid in seeking these accommodations and protective measures:

#### **Students:**

Dean of Students Hannah Clayborne, 515-271-2835 or [hannah.clayborne@drake.edu](mailto:hannah.clayborne@drake.edu)

Drake University Campus Public Safety: 515-271-2222

Title IX Coordinator Samantha Nordstrom, 515-271-4956 or [samantha.nordstrom@drake.edu](mailto:samantha.nordstrom@drake.edu)

#### **Employees:**

Executive Director of Human Resources Maureen DeArmond 515-271-3676 or [maureen.dearmond@drake.edu](mailto:maureen.dearmond@drake.edu)

Drake University Campus Public Safety, 515-271-2222

Title IX Coordinator Samantha Nordstrom, 515-271-4956 or [samantha.nordstrom@drake.edu](mailto:samantha.nordstrom@drake.edu)

### **Note on Confidentiality**

A Drake Community member's personally identifiable information will be treated confidentially and shared only with persons with a specific need to know who are investigating/adjudicating any complaint or delivering resources or support services to the person. Any protective measures or accommodations provided to a survivor by the University will also be kept confidential to the extent reasonably practicable, and to the extent the confidentiality does not impair the University's ability to

provide the protective measures or accommodations. The University does not publish the names of crime victims nor house identifiable information regarding victims in the Campus Public Safety office, the Daily Crime Log or online. The University will also keep personally identifiable information out of public recordkeeping, including the College's Annual Security Report of Crime Statistics under the Clery Act. A survivor may request that directory information on file be removed from public sources by request of the Student Records Office by calling 515-271-2025.

## Options Regarding the Involvement of Law Enforcement

Although the University strongly encourages all members of its community to report Sexual and Interpersonal Misconduct that constitutes a crime to law enforcement, it is a survivor's choice whether to make such a report and survivors have the right to decline involvement by the police. If a survivor desires to contact law enforcement, a survivor may do so directly or with assistance from the University. For assistance, a survivor may contact the following offices and individuals:

- Title IX Coordinator Samantha Nordstrom, 515-271-4956 or [samantha.nordstrom@drake.edu](mailto:samantha.nordstrom@drake.edu)
- Drake University Campus Public Safety, 515-271-2222.

A survivor may also contact the Des Moines Police Department directly by calling 9-1-1 (emergency) or non-emergency at 515-283-4864 or 515-283-4811, in person at Des Moines Police Department's Investigation Unit: 25 Robert D. Ray Drive, Des Moines, Iowa, 50309. Additional information about the Des Moines Police department may be found online at: <https://www.dmgov.org/departments/police/Pages/default.aspx>. Criminal acts may subject the perpetrator to criminal and civil penalties under federal and/or state law.

## Resources for Victims of Sexual and Interpersonal Misconduct

### On-Campus (*\*Denotes Confidential Resource*):

*Student Counseling Center	3116 Carpenter Ave.	515-271-3864
*Student Health Center	3116 Carpenter Ave.	515-271-3731
Campus Public Safety	1214 31st Street	515-271-2222
Dean of Students Office	2507 University Ave.	515-271-2835
Title IX Coordinator/Equity & Inclusion Policy Specialist	2507 University Ave. (3rd floor)	515-271-2835
Human Resources	2507 University Ave.	515-271-3133
Office of Residence Life	2875 University Ave (Lower Olmsted, Room 162)	515-271-3781
Office of Sexual Violence Response & Healthy Relationship Promotion	2875 University Ave. (Lower Olmsted, Room 162)	515-271-4141
Student Financial Planning	2507 University Ave.	515-271-2905
Drake International Center	1331 27th Street	515-271-2084
Disability Services	2507 University Ave.	515-271-1835

**Off-Campus: Des Moines Area (\*Denotes Confidential Resource):**

Des Moines Police Department	25 Robert D. Ray Drive	9-1-1 or 515-283-4864
*Employee Assistance Program (EAP)	N/A	1-800-327-4692
*Broadlawns Medical Center	1801 Hickman	515-282-2200
*Iowa Lutheran Hospital	700 E. University Ave.	515-263-5612
*Iowa Methodist Hospital	1200 Pleasant St.	515-241-6212
*Mercy Medical Center	1111 Sixth Ave.	515-247-3121
*Planned Parenthood of the Heartland-Rosenfield Health Center (Not 24 hours)	1000 E. Army Post Rd.	1-877-811-7526
*Polk County Crisis Services	2309 Euclid Ave.	515-286-3600
*Iowa Sexual Abuse Hotline	N/A	1-800-284-7821
*National Sexual Assault Hotline	N/A	1- 800-656-HOPE
*Iowa Domestic Violence Hotline	N/A	1-800-942-0333
*Crisis Intervention Services	N/A	1-800-284-7821
*LUNA – Latina Sexual & Domestic Violence Service	4313 Fleur Drive	515-271-5060 24/7 Crisis Line 1-866-256-7668
*Monsoon-United Asian Women of Iowa Sexual & Domestic Violence Service	4952 Franklin Ave.	515-288-0881
* Nisaa African Family Services	4952 Franklin Ave.	515-288-0881
*Iowa Concern Hotline (Stress Relief)	N/A	1-800-447-1985

**Prevention and Awareness****Prevention, Protective Factors and Risk Reduction**

It is important to note that no victim is ever to blame for being assaulted, harassed, or abused. There are ways in which both our community and we as individuals can play a role in the prevention of sexual or interpersonal misconduct. Below are some tips to reduce risk, recognize warning signs of abusive and harassing behaviors, learn to help, and to develop important protective factors for self-empowerment.

**Warning Signs**

Sexual and interpersonal misconduct, such as domestic and dating abuse, often escalates from threats and verbal abuse to physical violence. It is important to know that everyone deserves a healthy relationship filled with equal dynamics. Some warning signs (also known as ‘red flags’) include:

- Being afraid of a partner.
- Constantly watching what is said to avoid a “blow up.”
- Feelings of low self-worth and helplessness about a relationship.
- Feeling isolated from family or friends because of a relationship.
- Hiding bruises or other injuries from family or friends.
- Being prevented from working, studying, going home, and/or using technology (including a cell phone.)
- Being monitored by a partner at home, work, or school.
- Being forced to do things a person doesn’t want to do.
- “Forced Teaming”- establishing premature rapport with someone in order to break down the social and/or an individual’s boundaries; usually shown by the usage of the term “we” but it is not about partnership building or coincidence.
- “Typecasting”- when someone is critical of demeanor or personality whether that point is true or not, this perpetrator chooses to criticize a person as a manipulative tool to anger a person into submission; this insult is usually easy to refute.
- Discounting the Word “No”- this perpetrator feels like actions are more credible than words and chooses not to hear remarks as a sign of their control over the situation; they will not relinquish until it is negotiated; they undervalue a person’s autonomy.

## **Stalking Behaviors**

Anyone can be stalked by someone known casually, a stranger, a friend, or a past or present partner. Stalking is a crime and can be dangerous. If the following behaviors become pervasive and/or give a person fear for personal safety, the person may be the target of stalking:

- Repeatedly calling a person, including hang-ups.
- Follow a person and show up wherever a person may be.
- Send unwanted gifts, letters, cards, or emails.
- Damage a person’s place of residence, car, or other property.
- Monitors a person’s computer or phone usage.
- Uses technology, like hidden cameras or global positioning systems (GPS), to track where a person may go.
- Drive by or hang out at a person’s place of residence, school, or work.
- Threatening to hurt a person, a person’s friends/family.
- Finding out about a person by using public records, social media/online search services, going through a person’s garbage, contacting friends, family, co-workers, etc.
- Other actions that control, track, or frighten a person or cause a person emotional distress.

## **Other Ways to Be Empowered:**

- Get help by contacting the Counseling Center or Health Center for support services.
- Learn the “red flags” in relationships so a person can live free from violence or help others to do

so.

- Consider making a report with law enforcement and/or one of the individuals identified above to whom reports should be made.
- Consider getting a protective order or no-contact order, where applicable.
- Learn more about what behaviors constitute sexual and interpersonal misconduct, understand it is not a survivor's fault, and talk with friends and family members about ways a survivor can be supported.
- Trust your instincts—if something doesn't feel right in a relationship, speak up or end it.
- Respect everyone's right to make their own decision about sex-including yourself!
- Be straightforward and talk about sex beforehand so both partners know what to expect; express personal boundaries if one feels pressured to engage in a sex act.
- Obtain consent each time and remember a non "NO" doesn't equal "YES" and consent cannot be given if incapacitated.
- If a person becomes intoxicated, seek help from a friend; agree that no one will be left alone without telling them and assuring them feel safe.

### **Sexual Assault Safety Tips & Risk Reduction (Amended from RAINN)**

- Be aware of rape drugs
- Try not to leave drinks unattended
- Only drink from un-opened containers or from drinks that were watched being made and poured
- Be cautious of group drinks like punch bowls
- Cover drinks. It is easy to slip in a small pill even while are holding drinks. Hold a cup with hands over the top, or choose drinks that are contained in a bottle and keep thumbs over the nozzle
- If a person feels extremely tired or drunk for no apparent reason, he/she may have been drugged. Find friends and ask them to leave with the person as soon as possible
- If an individual suspects having been drugged, go to a hospital, and ask to be tested
- Keep track of how many drinks have been consumed
- Try to arrive and leave with a group of trustworthy people
- Avoid giving out personal information (phone number, addresses, etc.). If someone asks for a number, take his/her number instead of giving it out.

### **General Campus Safety Tips:**

- Make sure cell phones are easily accessible and fully charged
- Be familiar with where emergency phones are installed on the campus
- Be aware of open buildings where phones are easily accessible
- Take major, public paths rather than less populated shortcuts
- Avoid dimly lit places and talk to campus services if lights need to be installed in an area
- Avoid putting music headphones in both ears so that a person can be more aware of surroundings, especially if walking alone

- Walking back from the library late at night can be unavoidable, try to walk with a friend
- If walking feels unsafe, try calling campus Public Safety by dialing 515-271-2222 from a campus phone

## **Bystander Intervention**

A bystander is someone other than the victim who is present when an act of Sexual or Interpersonal Misconduct is occurring or when a situation is occurring in which a reasonable person feels as though some protective action is required to prevent Sexual or Interpersonal Misconduct. Bystanders, if active, can prevent harm or intervene before a situation may escalate. It is important to note that there are two types of interventions: direct and indirect, and both are equally effective. We encourage a person to intervene in the manner in which suits an individual's personality, comfort level and personal safety in the situation. Examples of active bystander intervention include: not leaving an overly intoxicated person in a bar/party alone, walking a classmate to his/her car after class, calling police when a potentially violent situation is unfolding, not leaving an unconscious person alone (alerting an RA, EMS, Campus Public Safety, etc.), or intervening when someone is being belittled, degraded or emotionally abused (walking victim away from abuser, or asking if they are ok, contacting others for help, contacting authorities like Campus Public Safety, Student Counseling Center, RA, Dean of Students, etc.).

Five Steps toward Taking Action:

1. Notice the event along a continuum of actions
2. Consider whether the situation demands action
3. Decide if a person has a responsibility to act
4. Choose what form of assistance to use
5. Understand how to implement the choice safely

On campus, the bystander intervention program utilized is *Mentors in Violence Prevention (MVP)*. The MVP Training Program motivates students to play a central role in preventing Sexual or Interpersonal Misconduct through scenario building sessions & active bystander skills development. These mini-session training programs are being conducted on Drake's campus by student-led certified trainers and can be customized to any length and topic to fit group dynamics. To request a presentation, email the team at: [drakemvpteam@gmail.com](mailto:drakemvpteam@gmail.com).

## **Other Prevention Programs that Drake Offers Include:**

EVEFI Sexual Assault Prevention: All incoming first-years, transfer students and graduate students are mandated to complete the EVERFI on-line Sexual Assault Prevention course.

Prevention Ambassadors is a group of student leaders who facilitate discussions about social norms and bystander interventions related to harassment, sexual assault, dating/domestic violence, bullying, microaggressions and other forms of gender violence. Members of the group present during Welcome Week, host informational tabling events and awareness activities. The group also partners with groups, organizations, and classes to provide educational opportunities.

- Classroom Presentations
- Residence Hall programming
- Club/Group Presentations

VIP (Violence Intervention Partner) is a group of trained and certified students that support anyone on campus who has experienced sexual assault, harassment, intimate partner violence, and/or stalking. VIP peer advocates are confidential and available 24/7 via a call and text hotline: 515-512-2972.

- Process events with someone who has been harmed
- Advise friends on how to support someone who has experienced harm
- Provide resources and/or accompaniment on and off campus

The HIRO program was created through a collaboration between Fraternity Sorority Life (FSL) and the Office of Prevention and Programs. The Health, Inclusion, and Relationship Officers (HROs) work to further conversations about gender-based violence, health and wellness and equity and inclusion. Each chapter has a Health and Safety Officer and an Equity and Inclusion Officer. These folks are responsible for facilitating or coordinating learning experiences on a variety of topics throughout the year. The program was piloted in the spring of 2017 and has continued to gain strength and morph into a very viable resource within the FSL community. Leadership from both the sororities and fraternities who have made this a priority.

Positive MENTality is a weekly group on campus committed to creating a safe environment for men at Drake to discuss ideas about masculinity, mental health, relationships, and a variety of other topics. The group is open to all gender identities with a focus on discussing healthy masculinity. Females are welcome and encouraged to join the conversation. Our goal is to foster an environment where Drake men can expand and embrace the many definitions of what it means to be a man.

## Appendix/Sexual and Interpersonal Misconduct

In addition to the University definitions of the offenses that constitute Sexual and Interpersonal Misconduct for reporting/complaints to the University, it may be helpful to know the definitions for Sexual Abuse, Domestic Abuse and Stalking that appear in the Iowa Code. These definitions are referred to as “jurisdictional definitions” and may assist a person in understanding rights and options for reporting these crimes to law enforcement if the crime is committed in Iowa.

Also included below are “Clery Definitions” for Domestic Violence, Dating Violence and Stalking. These are the definitions the University uses for purposes of reporting these crimes in the University’s Annual Crime Report in compliance with a federal law, known as Jeanne Clery Act. Only aggregate, statistical reporting under the Clery Act is reported; no personally identifiable information is contained in the Annual Security Report.

### **Jurisdictional Definitions:**

#### **Sexual Abuse**

The State of Iowa uses the term *Sexual Abuse* rather than Sexual Assault:

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:

The act is done by force or against the will of the other. If the consent or acquiescence of the other is procured by threats of violence toward any person or if the act is done while the other is under the influence of a drug inducing sleep or is otherwise in a state of unconsciousness, the act is done against the will of the other.

Such other person is suffering from a mental defect or incapacity which precludes giving consent or lacks the mental capacity to know the right and wrong of conduct in sexual matters.

Such other person is a child.

(Iowa Code § 709)

### **Domestic Abuse:**

The State of Iowa uses the term “*Domestic Abuse*” rather than “*Domestic Violence*.” The definition of **domestic abuse** incorporates the criminal code definition of an assault (also defined below) but further requires the assault to have involved family or household members as those terms are further defined by statute.

“*Domestic abuse*” means committing assault as defined in Iowa Code § 708.1 under any of the following circumstances:

1. The assault is between family or household members who resided together at the time of the assault.
2. The assault is between separated spouses or persons divorced from each other and not residing together at the time of the assault.
3. The assault is between persons who are parents of the same minor child, regardless of whether they have been married or have lived together at any time.
4. The assault is between persons who have been family or household members residing together within the past year and are not residing together at the time of the assault.
5. The assault is between persons who are in an intimate relationship or have been in an intimate relationship and have had contact within the past year of the assault. In determining whether persons are or have been in an intimate relationship, the court may consider the following nonexclusive list of factors:
  - (a) The duration of the Interpersonal.
  - (b) The frequency of interaction.
  - (c) Whether the Interpersonal has been terminated.
  - (d) The nature of the Interpersonal, characterized by either party’s expectation of sexual or romantic involvement.

A person may be involved in an intimate Interpersonal with more than one person at a time. “Intimate Interpersonal” means a significant romantic involvement that need not include sexual involvement. An intimate relationship does not include casual social relationships or associations in a business or professional capacity. Iowa Code Section 236.2(4A).



**“Assault”** A person commits an assault when, without justification, the person does any of the following:

Any act which is intended to cause pain or injury to, or which is intended to result in physical contact which will be insulting or offensive to another, coupled with the apparent ability to execute the act.

Any act which is intended to place another in fear of immediate physical contact which will be painful, injurious, insulting, or offensive, coupled with the apparent ability to execute the act.  
(Iowa Code § 708.1)

### **Dating Violence:**

The Code of Iowa does not provide a per se definition for Dating Violence; however, see subsection 5 of the jurisdictional definition for Domestic Abuse set forth above.

### **Stalking:**

A person commits stalking when all the following occurs:

1. The person purposefully engages in a course of conduct directed at a specific person that would cause a reasonable person to fear bodily injury to, or the death of, that specific person or a member of the specific person’s immediate family.
2. The person has knowledge or should have knowledge that the specific person will be placed in reasonable fear of bodily injury to, or the death of, that specific person or a member of the specific person’s immediate family by the course of conduct.
3. The person’s course of conduct induces fear in the specific person of bodily injury to, or the death of, the specific person or a member of the specific person’s immediate family.

(Iowa Code § 708.11)

### **Clery Definitions:**

#### **Domestic Violence:**

Includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of [Iowa] . . . , or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of [Iowa].

#### **Dating Violence:**

Means violence committed by a person (a) who is or has been in a social relationship of a romantic or

intimate nature with the victim; and (b) where the existence of such a relationship will be determined based on a consideration of the following factors<sup>14</sup>:

1. The length of the relationship.
2. The type of relationship.
3. The frequency of interaction between the persons involved in the relationship.

### **Stalking:**

Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—a) fear for his or her safety or the safety of others; or b) suffer substantial emotional distress.

## **Registered Sex Offender Policy**

The Federal Campus Sex Crimes Prevention Act requires that colleges and universities advise their campus communities where they may obtain law enforcement agency information provided by a state concerning registered sex offenders. The Act also requires sex offenders already required to register in a state to provide notice, as required under state law, of each institution of higher education in that state at which the person is employed, carries on a vocation, volunteers services, or is a student.

A registry of sex offenders who have been determined to be of high or moderate likelihood to re-offend is maintained by the State of Iowa at: [www.iowasexoffenders.com](http://www.iowasexoffenders.com). For more specific information or to find out which offenders have indicated they attend or are employed by Drake, please contact the Des Moines Police Department at 515-237-1447 during regular business hours. \*

**\*WARNING:** The information on the Iowa Sex Offender website and the information available to the Des Moines Police Department may be inaccurate, out-of-date and/or incomplete.

## **Missing Student Policy and Procedures**

This is to give members of the Drake Community notice of steps Drake University will take if at any time while a person resides on campus it is determined that a person is a missing student. A student will typically be considered “missing” after twenty-four (24) hours; however, the University reserves the right to institute the steps set forth herein at an earlier point in time, depending on the circumstances.

If a member of the University community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify Drake Public Safety at 515-271-2222.

In addition to registering a general emergency contact, students residing in on-campus housing have the option to confidentially identify an individual to be contacted by an authorized campus official in the event the student is determined to be missing for more than 24 hours. The completed Confidential Contact designation forms are maintained by the Dean of Students Office.

Students should be advised that their contact information will be registered confidentially, and that this information will be accessible only to authorized campus officials and law enforcement and that it may not be disclosed outside of a missing person investigation.

In the event it is determined that a Drake University student who resides on campus is missing, Drake will notify the following not more than twenty-four (24) hours after that determination is made:

1. The student's confidential contact will be informed; assuming a confidential contact has been appropriately designated and filed by the student.
2. The student's parents will be informed; if the student is less than 18 years of age and not emancipated.
3. Local law enforcement will be informed.

### **Missing Student Procedures**

1. A missing student's report can be initiated by any person who has reason to believe a student may be missing. Any official missing student report must be referred immediately to Drake's Public Safety Department so the appropriate measures may be undertaken.
2. Public Safety will provide official notification of the missing person's report to the following University officials: President, Provost, and Dean of Students.
3. The student's confidential contact, if one is appropriately designated and filed, will be notified that a student is missing by the Dean of Students when: (a) a missing person's report has been filed and (b) the student has been determined to be missing.
4. The student's parents will be notified by the Dean of Students when: (a) the student is less than 18 years of age and not emancipated; (b) a missing person's report has been filed and (c) the student has been determined to be missing
5. Local law enforcement will be notified a student is missing when: (a) a missing person's report has been filed and (b) the student has been determined to be missing
6. A student will typically be considered "missing" after twenty-four hours; however, the University reserves the right to institute the steps described in the above procedures at an earlier point in time, depending on the circumstances.

After investigating a missing person report, if Drake Public Safety determines that the student has been missing for 24 hours, Public Safety will notify the Des Moines Police Department and the student's Confidential Contact. If the missing student is under the age of 18 and is not an emancipated individual, Drake will notify the student's parent or legal guardian.

---

<sup>1</sup> This document may be revised from time to time to reflect changes in applicable law. If and to the extent any existing University policy conflicts with this document, this document controls.

<sup>2</sup> The terms "survivor" and "victim" are used interchangeably throughout this document.

<sup>3</sup> In certain instances, the University may impose protective measures for the safety of the survivor and/or the University community.

<sup>4</sup> Questions are welcome regardless of whether the crime is reported to law enforcement or campus safety.

<sup>5</sup> A person commits an assault when, without justification, the person does any of the following:

Any act which is intended to cause pain or injury to, or which is intended to result in physical contact which will be

insulting or offensive to another, coupled with the apparent ability to execute the act.

Any act which is intended to place another in fear of immediate physical contact which will be painful, injurious, insulting, or offensive, coupled with the apparent ability to execute the act.

(Iowa Code § 708.1)

- <sup>6</sup> “Course of Conduct” as used in the definition of “Stalking”, means repeatedly maintaining a visual or physical proximity to a person without legitimate purpose or repeatedly conveying oral or written threats, threats implied by conduct, or a combination thereof, directed at or toward a person.
- <sup>7</sup> The Code of Iowa uses the term “victim” rather than “survivor.”
- <sup>8</sup> Prompt medical attention is also encouraged for other forms of Sexual and Interpersonal Misconduct that causes physical or emotional injury.
- <sup>9</sup> Nothing in this Notice should be construed as legal advice on no-contact and protective orders under Iowa law. You should consider consulting with an attorney regarding your specific situation and any individualized questions.
- <sup>10</sup> “Trespassing” under the Iowa Code includes entering or remaining upon or in property without justification after being notified or requested to abstain from entering or to remove or vacate therefrom by . . . any peace officer, magistrate, or public employee whose duty it is to supervise the use or maintenance of the property. Iowa Code § 716.7(2)(a)(2). Additionally, individuals are prohibited from coming onto the property of another without permission with the intent to harass another individual. Iowa Code § 716.7(2)(a)(1).
- <sup>11</sup> A “No-contact order” is “a court order issued in a criminal proceeding requiring the defendant to have no contact with the alleged victim, persons residing with the alleged victim, or members of the alleged victim’s immediate family, and to refrain from harassing the alleged victim, persons residing with the alleged victim, or members of the alleged victim’s family.” Iowa Code § 664A.1(1). Chapter 664A of the Iowa Code applies to no-contact orders issued for violations or alleged violations of sections 708.2A, 708.7, 708.11, 709.2, 709.3, and 709.4, and any other public offense for which there is a victim.
- <sup>12</sup> “Protective Orders” are defined as those issued pursuant to chapter 232 (relating to Juvenile Justice), a court order or court-approved consent agreement entered pursuant to chapter 236 (relating to Domestic Abuse), a temporary or permanent protective order or order to vacate the homestead under chapter 598 (relating to Dissolution of Marriage and Domestic Relations), or an order that establishes conditions of release or is a protective order or sentencing order in a criminal prosecution arising from a domestic abuse assault, a civil injunction issued pursuant to section 915.22 (relating to civil injunction to restrain harassment or intimidation of victims or witnesses). See Iowa Code § 664A.1(2).
- <sup>13</sup> Drake University will also recognize a no-contact order/protective order entitled to full faith and credit in Iowa under 18 U.S.C. § 2265 and Iowa Code § 236.19. An out-of-state protective order is valid in Iowa if (1) the order states the name of the protected individual against whom enforcement is sought, (2) the order has not expired, and (3) the court that issued the protective order court had jurisdiction over the parties and matter under its law, and (4) reasonable notice and opportunity to be heard was given to the person against whom the order was sought sufficient to protect that person’s right to due process. See Iowa Code § 236.19. In the case of ex parte orders (or orders in which the respondent did not appear) notice and opportunity to be heard must have been provided within the time required by the state’s law, and in any event within a reasonable time after the order was issued. See *id.* A protection order issued by a court against one who has petitioned, filed a complaint, or otherwise filed a written pleading for protection against abuse by a spouse or intimate partner is not entitled to full faith and credit under federal law if (1) no cross or counter petition, complaint, or other written pleading was filed seeking such a protection order; or (2) a cross or counter petition has been filed and the court did not make specific findings that each party was entitled to such an order. See 18 U.S.C. § 2265(b), (c).
- <sup>14</sup> Clery guidance indicates this should be determined based on the reporting party’s statement.

# Additional Information

## Important Phone Numbers

Dean of Students Office	515-271-2835
Drake Counseling Center	515-271-3864
Drake Public Safety, Emergency	515-271-2222
Des Moines Police, Fire, Ambulance, Emergency	911
Des Moines Police, Non-Emergency	515-283-4811
Student Health Center	515-271-3731
Employee Assistance Program	515-244-6090

## Additional Services: United Way 211

United Way 211 is a 24-hour resource and referral service. If a person needs help or guidance dealing with anything from problems obtaining a passport to sexual assault or emotional troubles, United Way 211 will recommend an appropriate agency. United Way 211 can be reached at 515-246-6555.

## Victim Services

Victim Services is a Polk County service operating 24 hours a day and offers counseling and help to victims of sexual assault and other crimes. Counselors can advise victims on who to call and where to turn in a time of crisis. Victim Services can be reached at 515-286-3600. The after-hours phone number is 515-286-3535.

## In the Drake neighborhood: a collaborative approach

The Drake community extends beyond the borders of our campus into our neighborhood. We work closely with the Drake Neighborhood Association and city officials in a variety of ways, ranging from zoning to nuisance ordinances to neighborhood appearance.

The Community Engagement Advisory Council, consisting of Drake administration and neighborhood and community leaders, meets three times a year to advise and review Drake's anchor institution commitments. Such commitments are hyper-local programs and initiatives fulfilling the Drake inspiration statement that together we transform lives and strengthen communities.

## More information

For more information on student policies, the Student Handbook and related issues, consult the Dean of Students website at <https://www.drake.edu/studentlife/>. To obtain further information on security issues, parking, transportation, and escorting services, or to provide feedback to Drake Public Safety, visit the department website at <https://www.drake.edu/publicsafety> or call the dispatch center, which is staffed 24 hours a day, at 515-271-2222. This report was created by Scott Law, executive director of public safety and university operations. Questions about this specific report may be directed to Scott at 515-271-3860 or [scott.law@drake.edu](mailto:scott.law@drake.edu).

**\*\*THIS IS NOT A CONTRACT\*\***

The information in this report does not constitute a contract. Drake University reserves the right to make changes in policies, procedures, and guidelines without giving prior notice.

## Crime Statistics: Calendar Year 2021

### Preparation of the Annual Crime Statistics

The procedures for preparing the annual disclosure of crime statistics include reporting statistics to the University community obtained from the following sources: Drake University’s Public Safety Department, the Des Moines Police Department (DMPD), Drake University’s Residence Life Staff, Drake University’s Health Center (unless statistics would jeopardize counselor’s confidentiality status), and Drake University’s Human Resources Department. For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year in which the crime was reported.

Requests for statistical information regarding Clery reportable crimes are made on an annual basis to all Campus Security Authorities, the Des Moines Police Department, and applicable law enforcement departments as required by the Clery Act. All the statistics are gathered and compiled with Drake Public Safety so the department can publish this Annual Security and Fire Safety Report.

Drake Public Safety submits the annual crime statistics published in this report to the Federal Department of Education as required by the Clery Act. The statistical information gathered by the Department of Education is available to the public through the Department of Education website.

Each year, when the Annual Security and Fire Report are ready to be published and posted, every enrolled student and current employee is notified of the availability of the report. Every prospective student and incoming employees are made aware of the report and is given information on how to obtain the report with the materials each person receives as the person goes through the process of coming to Drake.

As a final reminder, the statistics gathered for the Annual Security and Fire Report are for the ***previous calendar year, January 1st through December 31st***. This is required by federal law and makes the report compliant for the reported timeframe. The crime statistics for this year’s report, covering last calendar year, are published below.

Offense	Year	On Campus	Non-campus	Public Property	Total	Residential Facilities*	Unfounded Crimes**
Murder/Non Negligent Manslaughter	2021	0	0	0	0	0	0
	2020	0	0	0	0	0	0
	2019	0	0	0	0	0	0
Negligent Manslaughter	2021	0	0	0	0	0	0
	2020	0	0	0	0	0	0
	2019	0	0	0	0	0	0
Rape	2021	5	3	0	8	4	0
	2020	3	0	1	4	3	0
	2019	0	2	2	2	0	0

Offense	Year	On Campus	Non-campus	Public Property	Total	Residential Facilities*	Unfounded Crimes**
Fondling	2021	6	0	0	6	6	0
	2020	3	0	0	3	3	0
	2019	0	0	0	0	0	0
Incest	2021	0	0	0	0	0	0
	2020	0	0	0	0	0	0
	2019	0	0	0	0	0	0
Statutory Rape	2021	0	0	0	0	0	0
	2020	0	0	0	0	0	0
	2019	0	0	0	0	0	0
Robbery	2021	0	0	0	0	0	0
	2020	0	0	0	0	0	0
	2019	0	8	2	8	0	0
Aggravated Assault	2021	0	0	0	0	0	0
	2020	0	2	2	2	0	0
	2019	0	36	36	36	0	0
Burglary	2021	1	0	0	1	0	0
	2020	2	1	0	3	2	0
	2019	0	72	0	72	0	0
Motor Vehicle Theft	2021	2	0	0	2	0	0
	2020	1	2	1	3	0	0
	2019	0	22	0	22	0	0
Liquor Law Arrests	2021	2	0	0	2	0	0
	2020	0	0	0	0	0	0
	2019	1	1	0	2	0	0
Drug Law Arrests	2021	0	2	0	2	0	0
	2020	4	0	0	4	4	0
	2019	0	0	0	0	0	0
Weapons Law Arrests	2021	0	0	0	0	0	0
	2020	6	2	2	8	0	0
	2019	3	1	2	6	0	0
Liquor Law Violations Referrals	2021	111	6	2	119	110	0
	2020	13	1	1	14	13	0
	2019	3	8	0	11	3	0
Drug Law Violations Referrals	2021	17	1	0	18	17	0
	2020	9	0	0	9	3	0
	2019	22	1	0	23	14	0
Weapons Law Violations Referrals	2021	1	0	0	1	1	0
	2020	0	5	0	5	0	0
	2019	1	0	1	2	1	0

Offense (Not reported by hierarchy)	Year	On Campus	Non-campus	Public Property	Total	Residential Facilities*	Unfounded Crimes
Arson	2021	0	0	0	0	0	0
	2020	0	0	0	0	0	0
	2019	0	2	0	2	0	0

Offense (Not reported by hierarchy)	Year	On Campus	Non-campus	Public Property	Total	Residential Facilities*	Unfounded Crimes
Domestic Violence ***(VAWA Crime)	2021	1	3	0	4	1	0
	2020	0	0	0	0	0	0
	2019	0	0	0	0	0	0
Dating Violence ***(VAWA Crime)	2021	1	0	0	1	0	0
	2020	0	0	0	0	0	0
	2019	0	0	0	0	0	0
Stalking ***(VAWA Crime)	2021	0	1	0	1	0	0
	2020	3	0	1	4	0	0
	2019	0	0	0	0	0	0

\*Residential Facility crime statistics are a subset of the On Campus category, i.e. they are counted in both categories.

\*\*Institutions are required to publish the number of “Unfounded Crimes” beginning with calendar year 2015 crime statistics. If a reported crime is investigated by law enforcement authorities and found to be false or baseless, the crime is “unfounded”. Only sworn and/or commissioned law enforcement personnel may unfound a reported crime.

\*\*\*VAWA, Violence Against Women Act, is a new requirement for the Annual Security Report beginning with the 2015 report. Previous years with no data are intentional as VAWA requirements were not yet implemented.

## Occurrences of Hate Crimes

**2021** – There were no reported hate crimes

**2020** – There was one reported hate crime

**2019** – There were no reported hate crimes

## 2021 Annual Fire Safety Report / Statistics

### Overview

The Higher Education Opportunity Act (Public Law 11-0-315) (“HEOA”) became law in August 2008, requires Drake University to prepare an Annual Fire Safety Report that outlines fire safety practices, standards, and all fire-related on-campus statistics. The following public disclosure report details all information required by law as it relates to Drake University.

### Federal Compliance Definition of a Fire:

Pursuant to the HEOA and for purposes of this Report, a “fire” is defined as any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

### Description of each On-Campus Housing Facility

- **Carpenter Hall** is a first-year residence hall located at 2900 Forest Avenue. It has 22 single rooms,



75 double rooms, and 10 triple rooms. For more information, see <https://www.drake.edu/life/housing/firstyearhousing/>

- **Crawford Hall** is a first-year residence hall located at 1333 30th Street. It has 21 single rooms, 56 double rooms and 10 triple rooms. For more information, see <https://www.drake.edu/life/housing/firstyearhousing/>
- **Goodwin-Kirk Hall** is an upper-class-students residence hall located at 1215 30th Street. It has 45 single rooms, 5 double rooms, 17 triple suites, and 94 four-person suites. For more information, see <https://www.drake.edu/residencelife/residencehallinformation/goodwin-kirkhall/>
- **Herriott Hall** is a first-year residence hall located at 2842 Forest Avenue. It has 20 single rooms, 79 double rooms, and 10 triple rooms. For more information, see <https://www.drake.edu/life/housing/firstyearhousing/>
- **Jewett Hall** is an upper-class-students residence hall located at 2801 University Avenue. It has 9 single rooms, 73 double rooms, and 4 triple rooms. For more information, see <https://www.drake.edu/residencelife/residencehallinformation/jewetthall/>
- **Morehouse Hall** is a residence hall for first year and upper-class students located at 2803 University Avenue. It has 14 single rooms, 79 double rooms, and 1 triple room. For more information, see <https://www.drake.edu/life/housing/firstyearhousing/>
- **Ross Hall** is currently home to the Department of Public Safety. The department occupies the entire first floor at 1214 31st Street. Floors 2-5 are occupied and reserved for COVID-19 isolation patients. <https://www.drake.edu/residencelife/residencehallinformation/rosshall/>
- **Stalnaker Hall** is a first-year residence hall located at 1319 30th Street. It has 23 single rooms, 95 double rooms and 10 triple rooms. For more information, see [http://https://www.drake.edu/life/housing/firstyearhousing/](https://www.drake.edu/life/housing/firstyearhousing/)
- **Drake West Village** is an apartment complex for juniors, seniors, graduate and professional students located at 1315 31st Street. It has 67 four-bedroom apartments, 52 two-bedroom apartments, 40 one-bedroom apartments and 25 studio apartments. For more information see <https://www.drake.edu/residencelife/drakewestvillage/>.
- **Norman and McCoy Apartments** are two apartment houses rented by Drake University and rented through the Real Estate Department. For more information see <https://drake.allterraproperties.com/>

## Fire Safety Systems University Student Housing Facilities

The spreadsheet below lists all Fire Safety System(s) and location of at all university student-housing facilities:

		Fire	Sprinkler	Smoke	Fire	Evacuation
Name	Location	Alarm	System	Detection	Extinguishers	Plans & Placards
Carpenter	2602 Forest Ave.	x	x	x	x	x
Crawford	1333 30th Street	x	x	x	x	x
Goodwin-Kirk	1215 30th Str.	x	x	x	x	x

		Fire	Sprinkler	Smoke	Fire	Evacuation
Name	Location	Alarm	System	Detection	Extinguishers	Plans & Placards
Herriott	2842 Forest Ave.	x	x	x	x	x
Jewett	2801 Univ. Ave.	x	x	x	x	x
Morehouse	2803 Univ. Ave.	x	x	x	x	x
Ross	1214 31st	x	x	x	x	x
Stalnaker	1319 30th Street	x	x	x	x	x
Norman Apts.	3103 University	x		x	x	x
McCoy Apts.	1220 31st	x		x	x	x
West Village	1315 31st	x	x	x	x	x

## Fire Drills

During the 2020 academic school year, due to the COVID pandemic, fire drills were not held. Testing and maintenance of fire protection systems in all buildings was still performed by Protex Central, Inc.

## University Policies/Rules Regarding Portable Electrical Appliances, Smoking, and Open Flames in Student Housing Facilities

Smoking is prohibited on Drake University’s campus, including in the residence halls.

The Smoke Free Air Act of Iowa prohibits smoking in all public and private schools and on any grounds under the control of the schools, including inside any vehicle located on those grounds. “School” and “public or private educational facility” is defined as a public school and nonpublic school, a community college, an accredited private institution, or an institution governed by the Board of Regents. Should a resident be found responsible for smoking in their residence hall room, that resident will be assessed a cleaning fee of \$250 at the time of the incident.

Items that may create a safety or fire hazard are not allowed in the residence halls. For a comprehensive list of the items not allowed in the residence halls, please see the Residence Hall Code of Conduct <https://www.drake.edu/residencelife/residencehallhandbook/#reshallpolicies>.

Burning candles, incense, and similar materials is not permitted in residents’ rooms. Candles may be used only in connection with hall activities in the public areas of the building and with approval of the hall coordinator and may never be left unattended.

## Fire Alarms

Evacuation is mandatory when alarms sound. Please be sure to locate the fire alarms and exits on your floor. Your prompt and complete cooperation in case of fire is important for everyone’s safety. Each room is equipped with a smoke detector, but it is not attached to the main hall system. In case of a fire in your room, you must pull a fire alarm in the hallway to activate the hall system, and then call 9-911 to report the fire’s location and notify a hall staff member.

If an alarm is sounds, raise your blinds, turn on the room light, and check the door for heat. If the door

is hot, block the floor crack with a towel, call 911, and attempt to signal for help from your window. If the door is not hot, exit your room, close the door behind you, stay near the floor, and leave the building by the nearest exit. Under no circumstances should you re-enter a burning building.

Remaining in a residence hall during a fire alarm is a violation of the Student Code of Conduct and will be dealt as a disciplinary matter.

Pulling the fire alarms falsely, damaging, or tampering with firefighting equipment (i.e., fire alarms, extinguishers, exit signs, exit doors, fire hoses, smoke detectors, emergency lights or the elevator emergency call button) is considered a serious offense which could result in suspension or dismissal from the University and action by the civil authorities, punishable by a fine and/or jail under the State Code of Iowa.

Additional details: <https://www.drake.edu/residencelife/residencehallhandbook/>

## Procedures for Student Housing Evacuation in Case of a Fire

During certain emergencies it may be necessary to evacuate a building. Each building contact will be provided a designated assembly area outside their building. Those persons evacuating a building should do the following:

- Use the nearest exit (unless directed otherwise).
- Go to the assembly area as designated by the University Building Contact for each building.
- Stay within the designated assembly area until dismissed by a Drake Security or proper emergency authority representative.
- Report any missing classmates to a faculty member, residence hall coordinator, or Public Safety Specialist.
- Report any injuries to Public Safety or the appropriate emergency coordinator
- Employees will evacuate and report to their deans/directors.
- People with disabilities or special needs: As part of each Departmental/School/College Emergency Response Plan, disabled persons with special evacuation needs should be invited to request reasonable accommodations in developing an evacuation plan tailored to meet their individual needs.

In an emergency, Drake University will endeavor to account for all faculty, staff, students and visitors. No one should leave the assembly area prior to being dismissed because it will be assumed that persons unaccounted for are still in the building involved in the emergency. Emergency Response personnel will be sent to look for all unaccounted persons.

## Policies for Fire Safety Education and Training

The City of Des Moines Housing Department and Des Moines Fire Department regularly inspect Drake University Residence Halls and other buildings for fire and safety hazards in conjunction with required City occupancy permits for campus buildings in accordance with City Code. Copies of various City of Des Moines inspections are held at the Facility Planning and Management building. The Drake University community is served by Des Moines Fire Station #5, which is located just a few blocks west

of campus.

More information regarding the Des Moines Fire Department may be found at: <https://www.dmgov.org/departments/Fire/Pages/default.aspx>.

Public Safety Officers, as well as Facility Planning and Management Duty Engineers have been trained in the activation and de-activation of fire alarm systems within campus building. Most fire alarm systems on campus are connected electronically to the Drake University Public Safety Communications Center, which is staffed 24 hours per day. The campus fire alarm systems are tested on a regular basis to insure they are working properly.

Fire Prevention and Safety training for all Facility Planning and Management personnel, (administrators, supervisors, electricians/crafts department, grounds department, custodial department, and the engineering department), is held annually each October in conjunction with National Fire Prevention Week.

A certified building inspection company inspects sprinkler and Building Fire Alarm Systems three (3) times a year. Hood suppression systems that are located in the kitchens the dining hall. Residents are reminded to not hang items from sprinkler heads in their rooms.

Designated rooms in Residence Halls are equipped with assistive devices such as strobe lights for students with a disability or physical impairment. These devices are hard-wired into the fire alarm system and will activate when the building goes into alarm. When the building's alarm system is temporarily out of operation, a fire watch (walking patrol of the building by staff with air horns and radios to warn residents of a need to evacuate) this will be maintained until the system is restored.

Residence Hall staff trained in fire prevention from the Des Moines Fire Department, Fire Prevention Section. The training included a video for fire extinguisher training, provided an evacuation using theatrical smoke and allowed the Residence Hall Staff to extinguish a live fire with a fire extinguisher. The Fire training was provided to the Residence Hall Staff prior to the students moving into to the Drake Residence Halls.

Public Safety and Facilities Planning and Management employees are NIMS, (National Incident Management System), certified to facilitate a proper unified response should a fire or other emergency occur on the Drake Campus. The NIMS training was furnished by Polk County Iowa Emergency Management Officials. More information regarding Polk County Emergency Management may be found at: <https://www.emergencymanagementedu.org/certification/>.

## Drake University Fire Notification List

In the case of a fire, students and employees should report that a fire occurring to the following:

- Public Safety: Campus Emergency Telephone 515-271-2222
- Des Moines Fire Department: City Emergency Telephone 911

## Plans for Future Improvements Related to Fire Safety

- Continue to adhere to stringent inspections, testing and maintenance of all fire safety systems, equipment, and devices.
- All new facilities will be fully equipped with sprinkler system and fire alarm systems.
- Continued review of the campus emergency response plan and related training
- Add additional exterior security cameras and emergency telephone kiosks for purpose of quicker response and reporting of fire hazards/or other incidents on the campus. Continue annual fire and evacuation training through actual campus drills.
- Continue annual fire and evacuation training through actual campus drills.
- Continue training of all residence hall staff by Des Moines Fire Department on evacuation, use of fire extinguishers, and alarms.
- Continue the close working relationship between the Des Moines Fire Department, City of Des Moines Housing Inspectors, the Des Moines Police Department, and Polk County Emergency Management Officials to ensure fire safety continues to be a high priority at Drake University.

## Drake University Fire Log

Drake University maintains a fire log at the public window of the Communication Center at the Department of Public Safety located at 1214 31st Street. Public Safety staffs the Communication Center 24 hours per day and the log is available for public inspection and review at any time.

The “Fire Log” contains all fire reports for the past 60 days. Data included in the log is:

- The date Reported
- Case Number
- Nature of the Fire
- Date and Time of the Fire
- The general location of the fire

Drake University will provide information regarding fire log reports older than 60 days within two business days of the request.

Fire data and statistics gathered for the Annual Fire Safety Report will be maintained for 7 years.

## Campus Fire Statistical Data

### Summary of Fire Locations; 3 Most Recent Years

Name of Facility	2019			2020			2021		
	Fires	Injuries	Deaths	Fires	Injuries	Deaths	Fires	Injuries	Deaths
Carpenter Hall	0	0	0	0	0	0	0	0	0
Crawford Hall	0	0	0	0	0	0	0	0	0

Name of Facility	2019			2020			2021		
	Fires	Injuries	Deaths	Fires	Injuries	Deaths	Fires	Injuries	Deaths
Goodwin Hall	0	0	0	0	0	0	0	0	0
Herriott Hall	0	0	0	0	0	0	0	0	0
Jewett Hall	0	0	0	0	0	0	0	0	0
Morehouse Hall	0	0	0	0	0	0	0	0	0
Stalaker Hall	0	0	0	0	0	0	0	0	0
Ross Hall	0	0	0	0	0	0	0	0	0
Kirk Hall	0	0	0	0	0	0	0	0	0
Norman Apartments	0	0	0	0	0	0	0	0	0
McCoy Apartments	0	0	0	0	0	0	0	0	0
Drake West Village Apartments	0	0	0	2	0	0	0	0	0
TOTAL	0	0	0	2	0	0	0	0	0

## Fire Incident Information

### 2021

Location	Category of Fire	Cause of Fire	Fire Related Injuries	Fire Related Deaths	Property Damage

### 2020

Location	Category of Fire	Cause of Fire	Fire Related Injuries	Fire Related Deaths	Property Damage
30th and Carpenter		Trashcan fire	0	0	0
Drake West Village		Oven fire	0	0	0
Drake West Village		Burnt food	0	0	0

### 2019

Location	Category of Fire	Cause of Fire	Fire Related Injuries	Fire Related Deaths	Property Damage

***This report was created by Scott Law, Executive Director Public Safety and University Operations. Questions about this specific report may be directed to Director Law at 515-271-3860.***

***\*\*THIS IS NOT A CONTRACT\*\****

The information in this report does not constitute a contract. Drake University reserves the right to make changes in policies, procedures, and guidelines without giving prior notice.

