

### Timely Warning Policy

The Clery Act requires that a Timely Warning be issued alerting all faculty, staff and students of any incident that occurs on or in the community that poses a continuing threat to employees and students.

It shall be the policy of NWOSU to send a Timely Warning alert only when an incident occurs on campus or in the community and the incident poses a continuing threat to employees and students. The alert will be cancelled as soon as it can be done safely.

It is the policy of NWOSU to send a Timely Warning alert whenever an incident occurs on campus or in the community and the incident poses a continuing threat to employees and students.

### Policy for Reporting the Annual Disclosure of Crime Statistics

The University Police prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. You will be able to connect to our site via the NWOSU home page at [www.nwosu.edu](http://www.nwosu.edu). This report is prepared in cooperation with the local law enforcement agencies surrounding all three campuses and the Campus Police Department. Each entity provides updated information on their educational efforts and programs to comply with the Act. Campus crime, arrest and referral statistics include those reported to the NWOSU Police, designated campus officials (including but not limited to directors, deans, department heads, advisors to students/student organizations, athletic coaches), and local law enforcement agencies. These statistics may also include crimes that have occurred in private residences or businesses and is not required by law. Department of Counseling and Psychological Services staff informs their clients of the procedures to report crime to the University Police on a voluntary or confidential basis, should they feel it is in the best interest of the client. A procedure is in place to anonymously capture crime statistics disclosed confidentially during such a session.

Each year, an e-mail notification is made to all enrolled students that provides the web site to access this report. Faculty and staff receive similar notification with their paycheck. Copies of the report may also be obtained at the University Police Department located at Student Center or by calling (580) 327-8511. All prospective employees may obtain a copy from Human Resources in Herod Hall or by calling (580-327-8530, and the web site address will be attached to NWOSU employment applications.

### Confidential Reporting Procedures

If you are the victim of a crime and do not want to pursue action within the University System or the criminal justice system, you may still want to consider making a confidential report. With your permission, the Chief or a designee of NWOSU can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the University can keep an accurate records of the number of incidents involving students, 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 crimes statistics for the institution.

### Off Campus Criminal Activity

University Police Officers do not provide law enforcement service to off-campus activities recognized by university authority. Student Affairs and University Police members enjoy a close working relationship with the Police Departments and Sheriff's Departments that border the three campuses.

### Registered Sex Offenders

The federal Campus Sex Crimes Prevention Act of 2000 (CSCPA), which became law October 28, 2000, but which delayed certain provisions until October 28, 2002, amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act.

CSCPA provides special requirements relating to registration and community notification for sex offenders who are enrolled in or work at institutions of higher education. In addition to the Wetterling Act, CSCPA also amended the Clery Act, an annual crime reporting law, and the Family Educational Rights and Privacy Act of 1974 to allow the disclosure of this information regarding students.

As provided in the Wetterling Act, any person required to register under a state sex offender registration program must notify the state regarding each institution of higher education in the State of which the person is employed, carries on a vocation, or is a student and must also alert the state of any change in enrollment or employment status.

Under state law, sex offender information can be obtained through local law enforcement agencies. The following link will lead to the Oklahoma Registered Sex Offenders web site [www.sexualoffenders.com/statedatabases/oklahoma-sex-offender-registry.htm](http://www.sexualoffenders.com/statedatabases/oklahoma-sex-offender-registry.htm). Requestors can access sex offender information by name, address, zip code or county.

### Policy for Missing Persons

In the event a person is reported missing from Northwestern Oklahoma State University, every effort will be made to locate the person as soon as possible. The following steps will be taken:

1. Immediately refer missing persons to the Campus Police department phone number 580-327-8511.
2. Determine that the person is actually missing and the investigation shows the student has been missing for 24 hours.
3. Obtain all information needed to complete a report and enter the person in NCIC.
4. Alert area Law Enforcement that the person is missing.
5. Enter the person in NCIC as a missing person.

Allow students residing on campus to register confidential contact information in the event that the student is determined to be missing and advises students under the age of 18 that notification of a custodial parent is required after 24 hours have lapsed since the student is reported missing.

For students who are not under 18 or are emancipated and have registered no contact, the appropriate law enforcement agency will be contacted and immediate action will be taken.

### Person to report Crimes to:

All crime is to be reported to the Campus Police Officer on duty, Chief of Police, Vice President for Student Affairs and Enrollment Management, the Director of Students and Housing, Head Residents, Coaches and any faculty member. This includes Timely Warning Policy.

### Safety Programs:

Northwestern Oklahoma State University holds safety classes for all employees at least once a year in all buildings. We have dorm meetings that explain the security procedures and practices and encourage students to be responsible for their own safety. Campus Police speak at all freshman connection classes and the all athlete meeting about security procedures and practices and how to report crimes.

### Emergency Response and Evacuation Procedures:

If there is an emergency, Deans, Department Heads and Supervisors have the responsibility to give instructions to students, faculty and staff, close and lock doors and provide other required safety and first aid measures unless otherwise directed by the Campus Police, Health and Safety Office or other properly identified emergency personnel. Alerts will be given by verbal, text, e-mail, phone and on the NWOSU website.

### EMERGENCIES MAY REQUIRE EVACUATION OF BUILDINGS.

#### IN THIS EVENT:

Campus Police, The President of the University, The Vice President for Student Affairs and Enrollment Management, The Vice President for Administration, The Executive Vice President and The Director of Students and Housing can confirm the emergency or dangerous situation and determine the appropriate segments of the campus community to be notified and initiate the notification system. This will be done without delay. Information regarding the emergency or dangerous situation will be disseminated to the community by Associate Vice President for University Relations. Table top exercises and full scale drills are conducted annually.

### Fire Safety Report for On-Campus Housing 2009-2010

Northwestern Oklahoma State University is committed to providing all information required in regard to campus safety, including our fire safety report.

- Fire drills, storm drills, and fire alarms: One fire drill must be held each semester in

each residence hall. Residents must participate. Failure to do so will result in disciplinary action. Misuse of a fire extinguisher or any safety equipment or emergency doors will result in the offender: (1) cleaning area; (2) having the equipment put in working condition; (3) paying for the damage; (4) being placed on conduct probation; and (5) possibly being removed from housing. Emergency exits are only to be used in case of fire or other emergencies. Violations will result in fines.

Fire Drills: Each resident is to evacuate the residence hall, as soon as the alarm is sounded, through the closest door. One drill will be done each semester. All drills are unannounced.

Storm Security: Each resident will go to the first floor, center hallway, away from windows and glass.

Smoking is not permitted in the residence halls. Unattended open flames (candles) are not allowed.

Hot plates, crockpots, ceiling fans, or unapproved electrical appliances are not allowed in the rooms.

Any electrical appliances that you bring to use in your room must have a surge protector between the outlet and the appliance.

- A description of on-campus student housing facility fire safety system:

- Coronado Hall:  
Panel MFG.- Edwards; Model #- Fireshield FS1004  
2 Wire Supervised; Non-monitoring

- Fryer Hall:  
Panel MFG.- FCI; Model #- BMFC-4  
2 Wire Supervised; Non-monitoring

- South Hall:  
MFG.- FCI; Model #- BMFC-4  
2 Wire Supervised; Non-monitoring

- Ament Hall:  
MFG- Bosch; Model #- D7024  
2 Wire Supervised; Non-monitoring

All fire alarms are tested annually by a licensed professional. There are no sprinkler systems in any of the residence halls.

### NWOSU Dorm Fire Reports Number of Incidents

	2008-09				2009-10			
	Ament	Coronado	Fryer	South	Ament	Coronado	Fryer	South
# of Fires	0	0	0	0	0	0	0	0
# of Injuries	0	0	0	0	0	0	0	0
# of Deaths	0	0	0	0	0	0	0	0
Property Loss	0	0	0	0	0	0	0	0

- Resident Hall Fire Drills and Staff Training  
September 27, 2009 Coronado Hall 8:30 pm  
September 27, 2009 South Hall 9:00 pm  
September 27, 2009 Fryer Hall 8:00 pm  
September 27, 2009 Ament Hall 7:30 pm  
January 27, 2010 Coronado Hall 7:00 pm  
January 27, 2010 South Hall 7:30 pm  
January 27, 2010 Fryer Hall 8:00 pm  
January 27, 2010 Ament Hall 8:30 pm

- All residence hall staff is required to attend the drills and training each semester.
- All students will receive orientation and training on fire safety.
- Campus contacts to which individuals should report any fire on Northwestern's campus are:  
Marc Wallace, Director of Housing, Leroy Burks, Chief of Police, and Kevin Fields, Health and Safety Officer

**NORTHWESTERN OKLAHOMA STATE UNIVERSITY**

**20 CRIME AWARENESS 10**

**Annual Security and Fire Safety Report**

- ✓ **Campus Security**
- ✓ **Crime Prevention**
- ✓ **Crime & Arrest Statistics**
- ✓ **Drug Intervention**
- ✓ **How To Contact Police**

## REPORT TO THE COMMUNITY

### Northwestern Oklahoma State University

Campus Police • LeRoy Burks, Chief

#### Crime

It is an unfortunate fact that criminal incidents of all types occur on college campuses. Many campuses around the country investigate and make public the nature of crimes, the number reported, and how they are investigated. Northwestern Oklahoma State University subscribes to this approach and believes that the public should be aware that the Campus Police Department is active in crime prevention and detection.

#### Reporting Crimes

Crime victims, regardless how seemingly insignificant the crime, are encouraged to promptly report the incident to the NWSU Campus Police or the appropriate police agency. To report a crime, a victim or witness need to call one of the listed police phone numbers and arrangements will be made for a police officer from the proper jurisdiction to meet them to gather information. The responding officer will make an official report. Reports of incidents occurring on NWSU campuses are daily summarized and made available to the NWSU President, key NWSU staff, other law enforcement agencies, and the news media. Each month the number of incidents in each category of crime are totaled and this information is compiled into an annual listing of crimes reported at NWSU.

#### Crimes In Progress

To report a crime in progress, a person, victim or witness may dial 911 or call the listed police number. Either reporting method will stimulate the response of police, fire, ambulance or other first responders. In addition, the victims of serious crimes can request support personnel, such as ministers, rape crisis, or domestic violence counseling during reporting. Additionally, crime victims may be eligible for funds through victim compensation laws administered by the District Attorney.

#### Future

Although we believe that our low incidence of crime will continue, this report is not intended to give a false sense of security. Students and employees need to know that crime can and will occur, but that prevention efforts can be effective in reducing the opportunities for criminal activity. You play a key role in our prevention efforts. Be cautious, careful, and alert to your own safety and protection of your and the university's possessions. Please exercise crime prevention in part as determined below.

#### Security And Access Control

It is NWSU's policy to lock the doors of buildings which are not in use. However, it is suggested that individual dorm rooms and offices be locked, based on the assumption that unrestricted access to the building is possible. Some buildings on campus are left with access until late hours as students are allowed to remain in the building at the request of some departments since students study and work on projects all hours of the day and night. Again, dorm rooms, offices and restricted access areas should be locked by the user on a presumption that the building is accessible.

#### Crime Prevention

NWSU has experienced some real success at reducing and preventing crime. Some of the more noticeable efforts are:

- A. Emergency 911 dialing.
- B. 24 hour preventive patrol capability.
- C. Foot patrol and marked police car patrol by uniformed officers.
- D. Crime prevention posters and pamphlets provided.
- E. Escort service available at any time.

In addition to preventing crime, considerable effort is devoted to crime intervention. All reported crimes are investigated. Follow-up investigation occurs to identify the criminal(s). Where multiple incidents occur, surveillance techniques are implemented to help apprehend violators. When caught, offenders are dealt with swiftly and firmly through the county court system and NWSU's administration when appropriate.

#### Police Protection

The NWSU campus is protected by a Campus Police agency of full time commissioned officers and during the school year that force is bolstered by the use of student assistants for

additional patrol and security duties. Authority of the sworn officers is derived from state statute Oklahoma Title 74-360, which allows for full police powers on NWSU property. In addition, by agreement with respective law enforcement agencies where the campus is located, campus police, city police and sheriff's officers work together for the protection of their jurisdiction. Campus police officers undergo an extensive selection process and meet state-mandated training requirements.

#### Avoid Victimization

- Do not hesitate to call police.
- Keep your house or residence hall room locked.
- Use the escort program.
- Record serial numbers of valuables.
- Write your name and ID number in several places in text books.
- Report all incidents and losses to the police immediately.

When serious crimes occur (on or off campus) which are considered to be a threat to the campus community, such information will be provided to the faculty, staff, and students. The medium for this information will be the campus newspaper, faculty/staff newsletters, or in special instances, specific notices to on-campus residents. Such notices may be posted on residence hall entrance doors, campus bulletin boards and placed in residents' and employees' mail boxes.

### NUMBERS TO CALL FOR POLICE ASSISTANCE

ALVA CAMPUS POLICE OFFICE    580-327-8511

ALVA POLICE DEPARTMENT DISPATCH    580-327-2121

*The dispatcher will contact a campus police officer.*

ENID CAMPUS POLICE OFFICE    580-213-3130

Emergency Dial 911

***CAMPUS EXTENSIONS MUST DIAL 9-911***

POLICE — AMBULANCE — FIRE

## SUMMARIZED POLICY ON SEXUAL MISCONDUCT

#### Statement of Policy

Northwestern Oklahoma State University will neither tolerate nor condone any form of sexual misconduct, whether physical, mental, verbal, or emotional in nature. This includes actions that are demeaning and includes, but is not limited to, rape, acquaintance rape, sexual assault, and sexual harassment. Sexual misconduct by any member of the University community including students, faculty, and staff is a violation of both law and Regional University System of Oklahoma's (RUSO) board policy and will not be tolerated. In order to create a safe and healthy environment, it is the responsibility of faculty, staff, and students to report any sexual misconduct to University officials. Where there is probable cause to believe that the University's policies prohibiting sexual misconduct have been violated, the University will pursue strong disciplinary action through its own conduct system. Even if law enforcement and criminal justice authorities choose not to prosecute a particular matter, the University may still pursue the matter as misconduct warranting disciplinary action by the University.

#### Examples of Prohibited Conduct

Conduct prohibited by this policy may include, but is not limited to:

- Unwelcome sexual flirtation, advances or propositions for sexual activity.
- Continued or repeated verbal abuse of a sexual nature, such as suggestive comments and sexually explicit jokes.
- Sexually degrading language to describe an individual.
- Remarks of a sexual nature to describe a person's body or clothing.

- Display of sexually demeaning objects and pictures.
- Offensive physical contact such as unwelcome touching, pinching or brushing the body.
- Coerced sexual intercourse.
- Actions indicating that benefits will be lost based on response to sexual advances.

#### Retaliation

Any attempt to penalize or retaliate against a person for filing a complaint or participating in the investigation of a complaint of sexual misconduct will be treated as a separate and distinct violation of the Sexual Misconduct Policy.

#### Reporting

Cases of sexual misconduct should be reported to the Student Personnel Office. The Student Personnel Offices include the Student Affairs Office, the Housing Office, the Counseling Center, Student Health Services, Career Services, the Academic Assistance Center, and the Campus Police. All reports of sexual misconduct will be filed with the NWSU Affirmative Action Compliance Officer. (In order to best preserve evidence Campus Police should be contacted as soon as possible after an assault has occurred.)

#### Sexual Assault Prevention

Northwestern Oklahoma State University undertakes various prevention activities in an effort to create a safe and secure environment that is conducive to the educational and personal development needs of the students. Prevention activities include but are not limited to:

1. Seminars - Seminars will be presented each semester. The seminars will have an open discussion format aimed at creating an awareness of sexual assault issues and at promoting communication between male and female students.
2. Residence Hall Orientation - A required orientation presented to residents at the beginning of each year. Security measures are discussed in an effort to prevent crime and to promote a safe and secure environment for residents.
3. Campus Escort Service - A 24 hour escort service is provided to NWSU students by Campus Police in an effort to prevent assaults from occurring.
4. Mini-Lectures - Mini-lectures are presented through the Counseling Center and Student Health Services. The lectures are available upon request by any faculty member or campus organization.
5. Prevention Media - Various pamphlets and posters are distributed across campus promoting the awareness and prevention of campus sexual assault.
6. Video Tapes - Video tapes are available to faculty and campus organizations through the Counseling Center.
7. Publication of a Sexual Misconduct Policy - The Sexual Misconduct Policy is published in the Student Handbook, Employee Handbook, and the Faculty Handbook; furthermore, copies of the policy are distributed across campus.
8. A Crime Awareness Pamphlet reporting campus crime statistics will also be made available to students each year.

#### Alcoholic Beverages and Other Drugs

As set forth in local, state and federal laws and the rules and regulations of RUSO, Northwestern Oklahoma State University prohibits the unlawful possession, use, or distribution of illicit drugs in buildings, facilities, grounds or other property owned and/or controlled by the University or as a part of university activities. No alcoholic beverages, including 3.2 beer or other alcoholic beverage is allowed on any NWSU campus. This includes dorms, fraternities, sororities, fieldhouse and stadiums, no matter what your age or student status.

In accordance with RUSO policy, drug and alcohol laws are vigorously enforced on the NWSU campus. Violators are subject to NWSU administrative action and/or criminal prosecution in the District Court. The enforcement techniques range from "plain view" violation to long-term undercover investigations by local, state or federal agents and agencies.

University Counseling Services has a counselor available and can suggest rehabilitation programs for students or employees. Seeking help from, being referred to or from these services is a confidential process, and will not alone result in disciplinary action.

Each student receives and NWSU Drug Free Policy Statement which will identify enforcement, health risk, sanctions, counseling, and rehabilitation options.

#### Actual Crime At NWSU

In comparison to other institutions of similar size, NWSU's crime rate is one of the lowest. Following are the actual reported crimes at NWSU for your review.

## NWSU CRIME STATISTICS

Reported July 1, 2007 to June 30, 2010

Number of Incidents									
	ALVA			ENID			WOODWARD		
CRIME	07-08	08-09	09-10	07-08	08-09	09-10	07-08	08-09	09-10
Vandalism	17	13	10	2	2	1	0	0	0
Burglary	13	18	8	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0
Murder	0	0	0	0	0	0	0	0	0
Forcible Rape & Sexual Assault	0	2	1	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Forcible Entry	0	0	0	0	0	0	0	0	0
Larceny	16	8	14	5	1	1	0	0	0
Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Hate Crimes	0	0	0	0	0	0	0	0	0
WEAPONS VIOLATIONS									
Arrests	0	0	0	0	0	0	0	0	0
Administrative Action	0	0	0	0	0	0	0	0	0
ALCOHOL RELATED ARRESTS WITHIN CAMPUS BOUNDARIES									
Public Intoxication	0	2	1	0	0	0	0	0	0
Minor in Possession	0	2	0	0	0	0	0	0	0
DUI	0	0	0	0	0	0	0	0	0
Other (Administrative Action)	54	76	69	0	0	0	0	0	0
DRUG RELATED ARRESTS WITHIN CAMPUS BOUNDARIES									
Arrests	0	7	0	0	0	0	0	0	0
Administrative Action	0	0	0	0	0	0	0	0	0

The statistics include the Enid and Woodward campus which were acquired July 1, 1996. The crime statistics that are reported here are those that occurred within the jurisdictional boundaries of campus. They do not include "off campus" private housing, which are within the city police jurisdiction. They do include arrests made and property recovered by the city police or the county sheriff's department for crimes that occurred within the jurisdictional boundaries of NWSU. Crime statistics for the city are available from the Police Department where the campus is located.

#### AFFIRMATIVE ACTION COMPLIANCE STATEMENT

This institution, in compliance with Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, sections 503 and 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act Amendments Act of 2008, and other applicable federal laws and regulations, and to the extent required by law, does not discriminate on the basis of race, color, national origin, sex, age, religion, physical or mental disability, or status as a veteran in any of its policies, practices, or procedures. This includes, but is not limited to, admissions, employment, financial aid, and educational services. Inquiries concerning the application of these programs should be made to Brad Franz, Vice President for Student Affairs and Enrollment Management, Northwestern Oklahoma State University, 709 Oklahoma Boulevard, Alva, OK 73717, (580) 327-8415.