

Annual Security and Fire Safety Report 2024 Reporting Year

(Includes 2021, 2022, and 2023 Statistical Information)



Wayne State College
Wayne, Nebraska

This report was prepared using the guidance provided in "The Handbook for Campus Safety and Security Reporting, 2016 Edition" (Washington, DC: U.S. Department of Education, Office of Postsecondary Education, 2016, <https://www2.ed.gov/admins/lead/safety/handbook.pdf>), the "Uniform Crime Reporting Handbook" (https://ucr.fbi.gov/additional-ucr-publications/ucr_handbook.pdf) and the "Hate Crime Data Collection Guidelines and Training Manual, Version 3.0" (Washington, DC: Federal Bureau of Investigation, <http://www.fbi.gov/about-us/cjis/ucr/hate-crime-data-collection-guidelines-and-training-manual.pdf>).

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2024 Annual Security and Fire Safety Report

Wayne State College Campus Security is responsible for preparing and distributing the Annual Security and Fire Safety Report to comply with the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act)* as amended. The Annual Security Report is published each year by October 1 and contains three years of campus crime statistics and certain campus security policy statements in accordance with the Clery Act.

Wayne State College is dedicated to the personal safety of its students and employees. The following pages contain specific information, including crime prevention, fire safety, law enforcement authority, crime reporting policies, disciplinary procedures and other matters of importance related to security and safety on campus. This report also contains information about campus crime statistics.

The best protection against campus crime is to be an aware, informed and alert campus community. With a strong security enforcement presence, a commitment to reporting suspicious activities and using common sense when carrying out daily activities the campus community can partner together to ensure WSC is a safe place to learn, live, work and grow.

If you have any questions regarding this report, please contact the Campus Security Manager, Jason Mrsny at (402) 375-7216 or jamrsny1@wsc.edu.

Disclosure of Annual Report Notification

Each year an email notification is sent to all current students, faculty, and staff providing a website link to [access this report](#). Upon request, prospective students and employees may obtain a paper copy of the report, which will be available at WSC Campus Security located at the Facilities Services Building at 704 Lindahl Drive, Office 144, Wayne, NE 68787.

Disability, Discrimination, and Equal Opportunity

The Nebraska State Colleges are equal opportunity institutions and do not discriminate against any student, employee or applicant on the basis of race, color, national origin, sex, sexual orientation, gender identity, disability, religion, or age in employment and education opportunities, including but not limited to admission decisions. Each College has designated an individual to coordinate the College's nondiscrimination efforts to comply with regulations implementing Title II of the Americans with Disabilities Act, Titles VI and VII of the Civil Rights Act, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act.

<https://www.nscs.edu/policy-manual/detail/15-2700-equal%20educational%20opportunity>

<https://www.nscs.edu/policy-manual/detail/26-5000-equal%20employment%20opportunity>

<https://www.nscs.edu/policy-manual/detail/75-5007-anti-harassment%2Fdiscrimination%20policy>

WSC Campus Security

Wayne State College Campus Security reports to the dean of students and is responsible for the safety and security of the campus community. Campus Security officers and/or officers of the Wayne Police Department (WPD) respond to incidents on campus 24 hours a day, seven days a week. Their offices are in the Facilities Services Building at 704 Lindahl Drive, Office 144.

Security Officers are employees of Wayne State College and, as such, do not have arrest powers; however, the Wayne Police Department is contracted to assist in providing adequate coverage and their officers are sworn officers with the authority to make arrests. The Wayne State College Campus Security staff consists of a campus security manager, a crime prevention officer and patrol officers. In addition, there are student safety patrol officers plus an officer of the Wayne Police Department. Campus Security shares dispatch services with the Wayne Police Department and works closely with municipal, county, state and federal law enforcement agencies.

Campus Security Authority

Wayne State College is comprised of property owned by the State of Nebraska. Campus Security personnel have the authority to ask persons for identification and to determine whether individuals have lawful business at WSC. Criminal incidents are referred to the local police who have jurisdiction on the campus. WSC Campus Security maintains a professional working relationship with the City of Wayne Police Department, Wayne County Sheriff's Office and the Nebraska State Patrol. All crime victims and witnesses are strongly encouraged to immediately report any incidents of crime to Campus Security and the appropriate law enforcement agency. Prompt reporting ensures the ability to issue appropriate timely warning notices on-campus and facilitates the timely disclosure of crime statistics.

Campus Security officers are responsible for a full range of safety services to the Wayne State College community that include the investigation of all reported crimes, medical emergency support, fire emergencies, traffic accidents, and enforcement of all WSC policies including those relating to alcohol use, drug use, and weapon possession.

Campus Security is a part of the campus community, and it is essential that we meet the needs of those we serve. Thus, it is important that we obtain feedback from the campus regarding the quality of service we provide. We strongly encourage you to help us improve your Campus Security by bringing any complaints and compliments to the attention of Campus Security Manager Jason Mrsny at 402-375-7216, or by email at jamrsny1@wsc.edu.

Inter-local Agreement for Law Enforcement Services

The College recognizes that laws and rules are necessary for society to function and supports the enforcement of law by governmental agencies and rules by officials of the College. All persons on the campus are subject to these laws and rules at all times. Wayne Police Department (WPD) officers are invited to patrol the campus to assist Campus Security in deterring crime.

WSC and the Wayne Police Department have had an effective collaborative partnership since 2004. With this inter-local agreement, a WPD officer is assigned to campus and works together with the College to promote a safe environment. The inter-local agreement outlines which agency will have jurisdiction over which types of offenses.

Campus Security officers are expected to render all possible assistance without endangering the officer or others not involved in the crime. The WPD is notified of all serious crime on campus. The response time of the police department to campus averages less than two minutes for emergency calls. The College relies on the telephone or two-way radio to contact the county emergency dispatch center for fire and emergency medical needs. All victims are offered an opportunity to report crimes to WPD where appropriate under the inter-local agreement.

Frequent meetings or telephone conversations between the chief of police (or his designee) and the campus security manager allow for exchanges of routine information on a timely basis. Additionally, special needs are communicated between agencies as they occur. Instances where state police resources are needed are

determined jointly between the chief of police and the campus security manager. Crimes committed at off campus facilities under the control of Wayne State College will be disclosed in these statistics.

Criminal Activity Off-Campus

If crimes occur outside campus boundaries, Campus Security, as well as campus officials, may assist students with notification to the proper law enforcement authorities. However, jurisdiction is limited to campus property.

When a WSC student is involved in an off-campus offense, Campus Security may assist with the investigation in cooperation with local, state, or federal law enforcement agencies. There will be no retaliatory action against any individual with respect to the implementation of any provision of the Clery Act.

Accurate and Timely Reporting of Criminal Offenses

Prompt and accurate reporting of criminal offenses aids in providing timely responses and warning notices to the community, as needed, and assists in compiling accurate crime statistics. Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety related incidents in an accurate and timely manner to WSC Campus Security or local law enforcement.

How to Report Criminal Offenses

To report a crime or an emergency on the Wayne State College (WSC) campus, or anywhere, call 9-1-1. To report a non-emergency security or public safety related matter on campus, call Campus Security at extension 7216 or, from outside the College phone system, 402-375-7216. Campus elevators are equipped with emergency phones as well.

Dispatchers are available at these telephone numbers 24 hours a day. If Campus Security is unavailable, the call will be automatically forwarded to the Wayne Police Department dispatch operator. Campus Security or police officers will respond at any time of day or night to meet the victim, take a report, investigate the incident, and provide assistance. Wayne State College security officers are trained to investigate most crimes; however, Wayne Police Department will typically be contacted for crimes of a more serious nature.

WSC Campus Security will respond as quickly and safely as possible to any request for assistance, whether it is an emergency or not. Response time is based on current activity and severity of the call. Crimes in progress, alarms, traffic accidents with injuries, and medical assists have a higher priority than other types of calls.

To report a non-emergency in the town of Wayne, contact the Wayne Police Department (402-375-2626).

Confidential Reporting of Crimes

Campus Security encourages anyone who is the victim or witness to any crime to promptly report the incident to the police. Incidents of crime reported to a campus security authority (CSA) cannot be anonymous or held in confidence. CSAs include, but are not limited to the president, vice presidents, deans, title IX and compliance coordinator, housing and residence life staff (directors, assistant directors, hall managers, resident assistants/advisors), coaches and assistant coaches, and campus security personnel.

Counselors retained by the College are not CSAs or mandatory reporters but are encouraged to inform their clients of the procedures to report crime to campus security on a voluntary basis. Additionally, confidential reports for purposes of inclusion in the annual disclosure of crime statistics can be made to these counselors. WSC does not employ campus pastoral counselors. Crimes can also be reported anonymously by calling Crime Stoppers at 1-800-422-1494.

Privacy of Reported Information

A student's privacy concerns are weighed against the needs of WSC to respond to certain incidents and crimes. To the greatest extent possible, all reports will remain private. However, information may be shared with appropriate departments and agencies under a need-to-know basis when it pertains to investigative needs and safety concerns of the campus community. Information reported to Campus Security is treated as confidential during the investigative phase, except as required by law. When major incidents occur, the Wayne Police Department may also respond.

Disclosure of information about a reported incident involving a student can only be made in accordance with law, College policy, and provisions of the federal Family Educational Rights and Privacy Act (FERPA) relating to privacy of student records. A college office which receives a report may keep records (1) which are essential to the provision and completion to that office's services, (2) for general statistical purposes, (3) for safety, and (4) risk management purposes (includes notification to the campus community regarding the incident if it poses a potential threat or danger to the community).

Applicable Campus Security incident reports are forwarded to appropriate campus department offices for review and potential action. Campus Security will investigate a report when it is deemed appropriate. Additional information obtained via the investigation may also be forwarded to the appropriate campus department.

There will be no retaliatory action against any individual with respect to the implementation of any provision of the Clery Act. The title IX coordinator or the office of the vice president for student affairs (402-375-7213) can assist the victim with issues including, but not limited to, class schedule changes, withdrawal procedures, or changes of residence.

Access to and Security of Campus Facilities

Wayne State College is a public institution, and, apart from restricted and high security areas, is accessible to the public during normal building hours (time, place, and manner restrictions apply). With the exception of essential personnel, services, and others as designated, buildings are locked, and access is permitted only with proper authorization and identification after normal building hours.

Buildings have individual hours that may vary at different times of the year. In these cases, the buildings will be secured according to schedules developed by the department responsible for the building. Facilities Services is the only entity that may make changes, additions, or alterations to college approved or installed access systems.

Campus Security and Facility Services (402-375-7274) have access to all areas except for specifically identified restricted or high security areas. To protect the safety and welfare of students and employees of the College and to protect the property of the College, all persons on property under the jurisdiction of the College may be asked to identify themselves. In such cases, a person is expected to identify himself/herself by giving his/her name, complete address, and stating truthfully his/her relationship to the College. A person may be asked to provide proof of identification which is subject to verification.

If any person refuses or fails upon request to present evidence of his/her identification and proof of his/her authorization to be in the building or on the campus, or if it is determined that the individual has no legitimate reason to be in the building or on campus, the person will be asked to leave and may be removed from the building or campus. Campus Security is available to assist with this request. Persons who behave in a suspicious manner or are involved in suspicious activities should be reported to Campus Security.

It is unlawful for any person to trespass on the grounds of any State of Nebraska institution of higher education, or to deface any of the buildings, statues, monuments, memorials, trees, shrubs, grasses, or flowers on the grounds of any state institutions of higher education.

The governing board of a state institution of higher education or its authorized representatives may refuse to allow persons having no legitimate business to enter on property under the board's control and may remove any person from the property on his or her refusal to leave peaceably on request. Identification may be required of any person on the property.

Security Considerations

Proper lighting and building security are major factors in reducing crime on campus. Facility Services maintains the buildings and grounds with a concern for safety and security. Inspections of campus facilities are conducted regularly, and repairs are made as quickly as possible. Individuals should report potential safety and security hazards, such as broken locks and windows. All members of the campus community are encouraged to report safety hazards to Facility Services (402-375-7274), or Campus Security (402-375-7216).

Security personnel closely monitor any security-related maintenance problems after hours and report their findings to the appropriate WSC official. If necessary, they will stand by until the problem is corrected.

WSC Campus Security routinely surveys campus lighting and monitors for defective fixtures and reports the deficiencies to the appropriate personnel for corrective action. The operations of the emergency telephones are checked on a scheduled periodic basis.

Security Awareness and Crime Prevention Programs

Wayne State College Campus Security believes that a community committed to the prevention of crime promotes the safest possible environment. When a person enrolls at WSC, he/she voluntarily becomes a part of the academic community. By such voluntary entrance, the student assumes obligations of performance and behavior that the College believes are necessary to fulfill its role and mission.

During orientation at the outset of the academic year, students are informed of services offered by WSC Campus Security. Various presentations outline ways to maintain personal safety and residence hall security. Students are told about crime on-campus and in surrounding neighborhoods. Crime prevention programs and sexual assault prevention programs are offered throughout the year and on-demand.

Periodically throughout the academic year, a full-time crime prevention officer, in cooperation with other college organizations and departments, presents crime prevention awareness sessions to educate, inform and encourage all members of the College community to practice crime prevention techniques. The information and programs available from the crime prevention officer include:

- Student and parent orientation
- Crime prevention techniques
- Personal property security
- Sexual harassment, assault, and rape prevention
- Victim assistance
- Brochures, videos and other materials

Programs and presentations are scheduled annually and are also available upon request.

A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others. In addition to seminars,

information is disseminated to students and employees through security alert posters and displays. When time is of the essence, information is released to the College community through security alerts posted prominently throughout campus, through computer memos sent over the College's electronic mail system, a voicemail broadcasting system and a text messaging system.

Crime prevention programs on personal safety and theft prevention are sponsored by various campus organizations throughout the year. Campus Security personnel facilitate programs for student and parent orientations, student organizations, community organizations, in addition to programs for Residence Life resident advisors and residents providing a variety of educational strategies and tips on how to protect themselves from sexual assault, theft and other crimes. Campus Security also offers Rape Aggression Defense System (RAD) training. It is a comprehensive course that begins with awareness, prevention, risk reduction and avoidance, while progressing on to the basics of hands-on defense training. Certified RAD instructors will teach the courses provided.

Missing Student Notification

This policy, in compliance with the Higher Education Opportunity Act of 2008, provides students with a procedure and information for reporting a missing person. The policy applies specifically to students who reside in college-owned housing facilities.

Confidential Contact Person

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 Wayne State College in the event the student is determined to be missing for more than 24 hours. If a student has identified such an individual, Wayne State College will notify that individual no later than 24 hours after the student is determined to be missing. A student who wishes to identify a confidential contact can do so through WSC Residence Life, Student Center 201, 402-375-7318. A student's confidential contact information will be accessible only by authorized campus officials and law enforcement during the investigation.

Reporting a Missing Student

If a member of the Wayne State College community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify WSC Campus Security at 402-375-7216 or any campus security authority (CSA). CSAs include, but are not limited to, Residence Life staff members such as a resident assistant/advisor, hall managers, or an assistant director of residence life. The phone number for Residence Life is 402-375-7318. The missing student report must be referred immediately to Campus Security.

Investigation

Upon receiving a notification, Campus Security will generate a missing person report and initiate an investigation. Investigative efforts will include, but are not limited to:

- Contact attempts via telephone, email, social media or other means,
- Welfare check of the missing person's residence hall room; and
- Identification of and contact with individuals who may have knowledge of the missing student's whereabouts.

Notification Procedures

After investigating a missing person report, should Campus Security determine that the student has been missing for 24 hours, Wayne State College will notify the Wayne Police Department and the student's emergency contact no later than 24 hours after the student is determined to be missing. If the missing student is

under the age of 18 and is not an emancipated individual, WSC will notify the student's parent or legal guardian immediately after WSC has determined that the student has been missing for 24 hours.

Emergency Response

The Wayne State College Crisis Management Plan (CMP) describes the responsibilities and duties of campus personnel, departments, agencies, and nongovernmental organizations in event of an emergency or dangerous situation involving an immediate threat. The CMP is designed to assist WSC employees to respond appropriately when emergency conditions exist. To ensure emergency plans are appropriate, WSC conducts emergency response exercises and drills. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution.

The CMP allows for immediate response procedures, thereby minimizing danger to the campus and students. Moreover, WSC subscribes to an emergency notification system. To ensure the emergency notification system is functioning appropriately, WSC conducts a test at least once each academic year.

Emergency Notification Procedures

In emergency situations (natural disaster, fire, catastrophe, serious injury or death) local response services (fire department, police or sheriff's department, ambulance) should be called immediately by dialing 911. Once the emergency response calls are made, Campus Security must be called at 7216.

Wayne State College's emergency response protocols require authorized WSC officials to immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation occurring on campus which involves an immediate threat to the health and safety of students, faculty, staff, and visitors, unless issuing a notification will compromise efforts to contain the emergency. The emergency notification process does not replace the timely warning requirement. Instead, emergency notifications address a wider range of threats such as gas leaks, fires, inclement weather, bomb threats, contagion, etc.

When it has been determined that an emergency notification should be issued, the Wayne State College office of College Relations or designee will inform the campus community by one or more of the following methods:

- campus PA system
- campus-wide email
- text alert system
- social media
- posting on wsc.edu and ecampus.wsc.edu websites
- local media notification

Timely Warnings

Wayne State College is responsible for issuing timely warnings in compliance with the Clery Act. WSC Campus Security will continuously and diligently work and coordinate with local, state, and federal law enforcement agencies to address public safety concerns.

Anyone with information warranting a timely warning should report the circumstances to Campus Security. As soon as possible after the incident is reported, designated campus safety authorities and Wayne State College administrators will collaborate regarding if and when a timely warning should be issued. Such discussion may occur either in person, via teleconference, or per email discussions.

The decision to issue a timely warning shall be decided on a case-by-case basis in compliance with the Clery Act and will consider all available facts. The timing of the notification shall be based upon whether the crime is considered a serious or continuing threat to students or employees and the possible risk of compromising law enforcement efforts.

Anyone with information warranting a timely warning should report the circumstances immediately to the Campus Security Manager or his/her designee by phone at 402-375-7216 or in person at Facilities Services, 704 Lindahl Drive, Wayne, NE 68787.

Timely Warning Procedures

When a determination has been made that a timely warning should be issued, Campus Security and the College Relations Office will work collaboratively to inform the campus community of the incident by taking one or more appropriate steps to ensure timely notification:

- Invoke Wayne State College's text alert system RAVE.
- College-wide email of the timely warning notice.
- Distribute warning flyers around the campus.
- Post the warning on the Wayne State College website

Such warnings may include, but are not limited to, the following information:

- Type of crime
- Date, time, and location of the incident
- Suspect description
- Public safety reminder(s)

Weapons/Explosives

WSC prohibits all persons who enter College property from carrying, possessing or using firearms, fireworks, explosives or any lethal weapon on campus or any type of item designed to cause injury or death regardless of whether the person is licensed to carry the weapon or not. Only certified law enforcement officials who have the appropriate approval will be allowed to carry a weapon. Concealed weapons are not permitted at the College, in buildings, on the grounds, other WSC property or at WSC activities.

Student Use of Alcohol and Drugs

Student Alcohol and Drug Policy

Wayne State College prohibits the possession, use, distribution, dispensing, delivery, sale, consumption, manufacture, or being in the presence of any alcoholic beverage on any part of the College campus, including all outdoor areas and parking lots. Also prohibited is alcohol consumption that endangers the health, safety, or property of oneself or another, requires medical treatment or College staff intervention. Any individual in violation of the alcohol policy is subject to disciplinary action and possible arrest, imprisonment, or fine according to state or federal law.

Wayne State College prohibits the unlawful or unauthorized possession, use, distribution, delivery, dispensing, manufacture or sale, or being in the presence of any drug; being in possession of paraphernalia for drug use, except as expressly permitted by law, or being unlawfully under the influence of any drug unless directed by a

licensed physician. Any individual in violation of this policy is subject to disciplinary action and possible arrest, imprisonment, or fine according to state or federal law.

Alcohol-Free Opportunities

Students are encouraged to take advantage of alcohol-free programming provided by various College and student organizations and departments on- and off-campus.

Student Housing

Alcohol is not allowed in any of the residence halls.

Domestic and International Field Trips, Study Abroad, or Overseas Programs

Students participating in domestic field trips or academic programs or visiting foreign countries to attend field trips or academic programs abroad, are reminded that they may be subject to arrest and legal sanctions for alcohol or drug offenses under the laws and regulations of that state, country, or institution in addition to the sanctions described in the WSC Student Code of Conduct.

On-Campus Employment

Students employed on-campus are considered College employees while working and should reference the Drug Free Workplace section of the Employee Handbook for additional information.

Substance Abuse Prevention and Education Programs

Wayne State College educates students about potentially life-threatening consequences of drug or alcohol use/abuse, and calls on student leaders, administration, faculty, and staff to serve as role models and promote good decision-making regarding the risks and consequences surrounding drug or alcohol use/abuse.

College programs are intended to increase awareness of issues related to substance abuse and other issues impacting the health, well-being and academic success of students. WSC functions to assist students by anticipating and intervening in situations where substance use/abuse may negatively influence student performance in the College, community and environment. Individual and group counseling, drug use assessment, referral for further evaluation and treatment, and educational programming are important components of this service.

Students who are concerned about their own drug or alcohol use and/or about that of others are encouraged to contact the Counseling Center. When appropriate, students may be referred to private counselors.

Parental Notification

In accordance with a 1998 amendment to FERPA, WSC school officials have the discretion to notify parents or guardians of students who, at the time of disclosure, are under the age of 21, and have violated any federal, state, or local laws, or violated any rule or policy of the institution governing the use or possession of alcohol or controlled substance. Attempt at parental notification will be made:

1. Upon the finding of the first alcohol offense and any subsequent alcohol offense;
2. For any drug offense; or
3. During a medical emergency involving a student.

Exceptions to parental notification may be made based on circumstance as determined by school officials with legitimate educational interest.

Other Alcohol and Drug Intervention Programs

Brief Alcohol Screening and Intervention for College Students (BASICS): Administered by the Counseling Center to address alcohol abuse infractions by students referred by the College conduct system.

Support Groups: Information about AA (Alcoholics Anonymous), NA (Narcotics Anonymous), Al-Anon (family members of alcoholics), Grief Education, and other support groups were gathered from community sources and made available to the campus community.

Alcohol Education Class: When a WSC student violates an alcohol policy, the parent is notified, and the student is required to complete CHOICES: A Brief Alcohol Abuse Prevention and Harm Reduction Program. This is a class taught by an assistant director of Residence Life. If a second alcohol violation or serious alcohol offense occurs, the student goes through the BASICS process with a counselor. If a third alcohol violation occurs or a student is hospitalized for alcohol poisoning, a chemical dependency evaluation is completed by the consulting psychologist.

Substance Abuse Counseling: The use of alcoholic beverages is a personal decision, which each student must make for himself/herself. Students are encouraged to call or visit the Counseling Center anytime they experience difficulty with their use of alcohol or other drugs.

Alcohol Evaluation: Alcohol evaluations are available to students to determine the seriousness of an individual's situation. If the evaluation is court ordered or if a student is referred to an off-campus agency for alcohol treatment, it is the student's responsibility to pay for that service. Services provided by the Counseling Center are free and confidential. Education programs, speakers and other presentations promoting healthy lifestyles and good decision making about alcohol use are offered each semester. Several student organizations advocate alcohol abuse prevention.

Safe Ride Program (Wildcat Wheels): The goal of Wildcat Wheels is to deter driving while under the influence and provide a safe ride for WSC students on selected evenings during the academic year. Specific dates and hours of operation are available online at

https://www.wsc.edu/info/20026/campus_life/75/alcohol_and_drugs/4.

Recognized Student Organizations

Recognized student organizations are those student groups that have received constitutional approval from the Student Senate and have open membership, in keeping with the WSC Equal Opportunity Policy. These groups include national honorary organizations, fraternities and sororities, and all other affiliated and non-affiliated organizations. "Fraternities" and "sororities" refer to chapters of national Greek organizations which have received approval for inclusion in the fraternal system at WSC from the WSC Greek Council.

WSC Student Senate is the representational body of the entire student population and the Residence Hall Association (RHA) is the representational body for all students living in WSC residence halls. Student Senate, RHA and their standing committees are held to the same procedural and operational standards as are other units of the College.

Recognized student organizations and the WSC Student Senate are required to abide by local ordinances and state law, as well as College policies/procedures regarding the consumption or possession of alcoholic beverages both on- and off-campus.

1. No College funds, including those raised by a recognized student organization, may be used either directly or indirectly for the purchase of alcoholic beverages.
2. Recognized student organizations may not sell alcoholic beverages.

Sexual Assault and Sex Harassment

The Board of Trustees of the Nebraska State Colleges is committed to providing an environment in which all students who participate in Wayne State College programs and activities can work together in an atmosphere free from unlawful discrimination, harassment, or violence. Sexual violence and sex harassment is prohibited by law and by the Nebraska State College Board of Trustees, [Policy 3020 Sexual Violence and Sex Harassment Reporting, Policies, and Procedures](#). Wayne State College will not tolerate sexual violence or sex harassment in any form, including, but not limited to, sexual assault; stalking, dating violence, domestic violence, acquaintance, date or stranger rape; non-consensual sexual intercourse; sexual cyber harassment or sexual bullying. Wayne State College will take appropriate action to prevent, correct, and discipline harassing or violent behavior that is found to violate Board policies and principles of equal opportunity and access.

This policy provides guidance for what students should do if they have been victims of sexual violence or sex harassment, and what Wayne State College will do if such violence or harassment occurs. This policy applies to students regardless of whether the other party involved is a fellow student, an employee, or a third party. A student alleged to have committed sexual violence or sex harassment can be disciplined under the [Code of Student Conduct](#) and/or prosecuted under [Nebraska criminal statutes](#). Additional [Board of Trustees Policies](#), [Employee Handbook](#) and [Collective Bargaining Agreements](#), also apply to employees alleged to have committed sexual violence or sex harassment.

While Wayne State College utilizes different standards and definitions than the Nebraska criminal statutes, sexual violence and sex harassment often overlaps with crimes of rape, sexual assault, sexual harassment, stalking, dating violence and domestic violence.

Sexual Violence and Sex Harassment Prevention Programs and Services

In an effort to reduce the risk of sexual violence and sex harassment as well as the crimes of rape, sexual assault, sexual harassment, stalking, dating violence and domestic violence occurring among its students, Wayne State College utilizes a range of campaigns, strategies and initiatives to provide awareness, educational, risk reduction and prevention programming.

Wayne State College offers prevention and awareness programming to prevent domestic violence, dating violence, sexual assault (including stranger and known offender assaults) and stalking each year. Educational programs are offered to raise awareness for incoming students and employees and are often conducted during new student and new employee orientation and throughout an incoming student's first semester. These programs and others offered throughout the year include:

- Online education and awareness training directed to every enrolled student
- A statement that Wayne State College prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking;
- The definitions of dating violence, domestic violence, sexual assault, and stalking according to Nebraska State Statute and College policy;
- The definition of consent in reference to sexual activity according to Nebraska State Statute;

- Descriptions of safe and positive options for bystander intervention; and
- Information on risk reduction.

Programs offer information on risk reduction that strives to empower victims, recognition of warning signals and how to avoid potential attacks and avoiding victim-blaming approaches. Ongoing awareness and prevention campaigns are directed to students, often taking the form of campaigns, emails, guest speakers and events. Students Against Violence Everywhere (SAVE) provides leadership to fulfill Wayne State College's commitment to create and sustain a safe campus community that promotes responsible decisions and eliminates obstacles to students' academic goals. The goals of SAVE are to provide support and assistance to individuals negatively impacted by sexual assault, relationship violence, and stalking; alleviate through education the climate that allows violence against women and others to exist; and work to make our campus and communities safer environments for women and everyone. The Counseling Center staff make presentations to RA's New Student Ambassadors, students at fall orientation, other groups and classes as requested regarding sexual violence and sex harassment prevention and assisted with domestic violence, sexual assault and stalking presentations, vigils and talks. Violence prevention education and counseling for individuals are also provided by the Counseling Center.

Wayne State College has a responsibility to respond to reports of sexual violence or sex harassment and attend to the needs of the students who are involved. Reports of sexual violence and sex harassment are taken with the utmost seriousness, and the student will be promptly referred to the appropriate persons or resources for assistance. Wayne State College is also responsible to ensure that the individual charged with committing such violence or harassment is treated fairly. Individuals are presumed innocent unless proven responsible and will also be referred to appropriate services for assistance.

If sexual misconduct, gender-based violence or the crimes of sexual assault, stalking, dating violence or domestic violence do occur, Wayne State College takes the matter very seriously. The College employs interim protection measures such as interim suspension and/or no contact orders in any case where a student's behavior represents a risk of violence, threat, pattern or predation. If a student is accused of sexual misconduct, other gender-based violence or the crimes of rape, sexual assault, sexual harassment, stalking, dating violence or domestic violence, s/he is subject to action in accordance with the Code of Student Conduct in the student handbook.

Reporting

Anyone with knowledge about sexual misconduct or gender-based violence or the crimes of rape, sexual assault, sexual harassment, stalking, dating violence or domestic violence is encouraged to report it immediately. Reports can be filed by the alleged victim or a third party who is aware of allegations of sexual violence or sex harassment, including other students or College employees.

Reports are encouraged to be made directly to the College title IX coordinator (*contact information listed below*); however, other key personnel are designated as mandatory reporters who are responsible for reporting misconduct to the title IX coordinator to be addressed (the president, the vice presidents, dean of students, deans, title IX and compliance coordinator, housing and residence life staff [directors, assistant directors, community coordinators, resident assistants/advisors], coaches and assistant coaches, and campus security personnel).

Reports to the above designated administrators or employees will constitute "notice" to the College for the purposes of considering an investigation and institutional response in conjunction with the title IX coordinator.

Wayne State College Title IX Coordinator
Alicia Dorsey McIntosh
1111 Main Street
Wayne, NE 68787
402-375-7321

Confidentiality

College employees (even medical or mental health professionals identified below) are required by law to report any allegations of sexual abuse or assault of a minor to either law enforcement or the Department of Health and Human Services.

Exception Regarding Employee Reporting: The law recognizes and protects the confidentiality of communications between a person seeking care and a medical or mental health professional. Medical or mental health professionals employed by the College (licensed student counselors, athletic trainers, and nurses) respect and protect confidential communications from students, faculty, and staff to the extent they are legally able to do so. Employees may have to breach a confidence, however, when they perceive an immediate and serious threat to any person or property.

The College appreciates the privacy concerns inherent in allegations of sexual violence or sex harassment. To protect students' privacy rights, the names of students or other identifying information, especially that which is contained in written documents and notes, will only be disclosed to third parties if (a) prior written permission is given by the student concerned, (b) the disclosure is necessary to conduct an investigation, (c) the disclosure is necessary to pursue disciplinary action or (d) the disclosure is otherwise required by law.

Victims will be informed that the College has a legal duty to include information about reports of criminal sexual misconduct in annual security report statistics which do not identify either the person claiming to have been subject to criminal sexual misconduct or the alleged perpetrator.

If an alleged victim is under the age of eighteen (18) years, the College will obtain consent from the parents or guardians prior to beginning an investigation or disclosing information, unless otherwise required by law.

If the alleged victim requests confidentiality, asks that the report not be pursued, or declines to participate in an investigation or disciplinary proceeding, the College will document the request. The College will take reasonable steps to investigate and respond to reports consistent with such a request, if possible. Requests will be evaluated and weighed against the College's responsibility to provide a safe and nondiscriminatory environment.

The College will complete publicly available record-keeping and, for the purposes of Clery Act reporting and disclosure, without the inclusion of identifying information about the victim, as defined in [42 U.S.C. 13925\(a\)\(20\)](#).

The College will maintain as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the College's ability to provide the accommodations or protective measures.

Procedures for Victims of Sexual Violence and Sex Harassment

If you are the victim of sexual misconduct, gender-based violence or the crimes of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence or domestic violence, some or all of these safety suggestions may guide you after an incident has occurred:

1. Go to a safe place and speak with someone you trust. Tell this person what happened. If there is any immediate danger or need for medical treatment, call 911.
2. Consider securing immediate professional assistance and support (e.g. law enforcement, counseling, victim advocacy, medical services, etc.) to assist you in the crisis.
3. If you are on campus during regular business hours, you may go to the Counseling Center, Student Center 103 as well as to Student Health, Student Center 104 for support and guidance. These are both confidential resources.
4. For your safety and well-being, immediate medical attention is encouraged. Further, being examined as soon as possible, ideally within 12 hours, is important in the case of rape or sexual assault. The hospital will arrange for a specific medical examination at no charge. To preserve evidence, it is recommended that you do not bathe, shower, douche, eat, drink, smoke, brush your teeth, urinate, defecate or change clothes before receiving medical attention. Even if you have already taken any of these actions, you are still encouraged to have prompt medical care, and evidence may still be recoverable. Typically, if police are involved or will be involved, they will obtain evidence from the scene, and it is best to leave things undisturbed until their arrival. They will gather bedding, linens or unlaundered clothing and any other pertinent articles that may be used for evidence.

It is best to allow police to secure items in evidence containers, but if you are involved in transmission of items of evidence, such as to the hospital, secure them in a clean paper bag or clean sheet, to avoid contamination. If you have physical injuries, photograph or have them photographed, with a date stamp on the photo. Record the names of any witnesses, and their contact information. This information may be helpful to the proof of a crime, to obtain an order of protection or to offer proof of a campus policy violation. Try to memorize details (physical description, names, license plate number, car description), or even better, write notes to remind you of details, if you have time and the ability to do so. If you obtain external orders of protection (e.g. restraining orders, injunctions, protection from abuse), please notify Campus Security or the campus title IX coordinator so that those orders can be observed on campus.

5. Even after the immediate crisis has passed, consider seeking support on campus from the Counseling Center, Student Center 103 or Student Health, Student Center 104 and/or off campus from Haven House 1-800-440-4633.
6. Contact the title IX coordinator, Student Center 103, 402-375-7321 if you need assistance with College-related concerns, such as no-contact orders or other protective measures. The office is located in the Student Center in Office 103 C. The dean of students will also assist in any needed advocacy for students who wish to obtain protective or restraining orders from local authorities. Wayne State College is able to offer reasonable academic accommodations, changes to living arrangements, transportation accommodations, escorts, no contact orders, counseling services and other supports and resources as needed by a victim.

Legal Definitions

Rape is generally defined as forced sexual intercourse. It may also include situations where the victim is incapable of giving consent due to incapacitation by means of disability or alcohol or other drugs. Many rapes are committed by someone the victim knows, such as a date or friend.

Under Nebraska law, sexual assault is defined as any person who subjects another person to sexual penetration (a) without the consent of the victim, (b) who knew or should have known that the victim was mentally or

physically incapable of resisting or appraising the nature of his or her conduct, or (c) when the actor is nineteen years of age or older and the victim is at least twelve but less than sixteen years of age is guilty of sexual assault in the first degree.

Wayne State College Policy Definitions

Dating Violence: Dating violence is violence (violence includes, but is not limited to sexual or physical abuse or the threat of such abuse) 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 shall be determined based on a consideration of the following factors: (i) the length of the relationship, (ii) the type of relationship, (iii) the frequency of interaction between the persons involved in the relationship.

Dating violence can occur when one person purposely hurts or scares someone they are dating. Dating violence can be physical, emotional, and/or sexual abuse.

Domestic Violence: Domestic violence shall mean felony or misdemeanor crimes of violence committed by a current or former spouse 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, by a person similarly situated to a spouse of the victim under the domestic or family violence laws 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.

Domestic violence includes patterns of abusive behavior in relationships used by one partner to gain or maintain power and control over another intimate partner. Domestic violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behavior that intimidates, manipulates, humiliates, isolates, frightens, terrorizes, coerces, threatens, blames, hurts, injures, or wounds someone.

Under *Neb. Rev. Stat. §28-323*, domestic assault occurs when a person (a) intentionally and knowingly causes bodily injury to his or her intimate partner, (b) threatens an intimate partner with imminent bodily injury; or (c) threatens an intimate partner in a menacing manner. Intimate partner means a spouse; a former spouse; persons who have a child in common whether or not they have been married or lived together at any time; and persons who are or were involved in a dating relationship.

Sexual Assault: Sexual assault shall mean an offense classified as a forcible or non-forcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation. Sexual assault is contact or sexual penetration that occurs without the consent of the recipient.

Sexual contact means the intentional touching of a person's intimate parts or the intentional touching of a person's clothing covering the immediate area of the person's intimate parts. Sexual contact also includes when a person is forced to touch another person's intimate parts or the clothing covering the immediate area of the person's intimate parts. Sexual contact shall include only such contact which can be reasonably construed as being for the purpose of sexual arousal or gratification of either party.

Sexual penetration means sexual intercourse in its ordinary meaning, cunnilingus, fellatio, anal intercourse or any intrusion of any part of the person's body or of a manipulated object into the genital or anal openings of another person.

Sex or Gender Harassment: Sex or gender harassment is unwelcome conduct of a sexual nature that is sex or gender based. Sex harassment can include, but is not limited to, the following:

- unwelcome sexual advances,

- requests for sexual favors,
- cyberbullying,
- other verbal, nonverbal or physical conduct of a sexual nature, and
- physical aggression, intimidation, or hostility based on sex or sex-stereotyping, sexual orientation and/or gender identity, even if those acts do not involve conduct of a sexual nature.

Harassment does not have to include an intent to harm, be directed at a specific target, or involve repeated incidents.

i. *Quid Pro Quo Harassment*

Quid Pro Quo harassment is defined as unwelcome sexual advances, requests for sexual favors, or verbal or physical conduct of a sexual nature, by a person who has authority or power over another, when submission to the sexual conduct is made (either explicitly or implicitly) a condition of a person's academic standing, employment, participation in college programs or activities, or is used in evaluating a person's educational or employment performance, development, or progress or in making another decision that will affect the person's relationship with the College.

ii. *Hostile Environment Harassment*

Sex and/or gender harassment creates a hostile environment for a student-victim when it is so severe, pervasive, or persistent that it interferes with, denies, or limits the student's ability to participate in or benefit from college services, activities, or opportunities because of the student's sex or gender. A single incident, if sufficiently severe, can constitute a hostile environment. If conduct is sufficiently severe, it can create a hostile environment without being repetitive. Likewise, conduct that is less severe may not be sufficient to create a hostile environment without repeated incidents.

The determination regarding whether a hostile environment has been created requires objective and subjective consideration of the pertinent circumstances, including the type of conduct alleged, its severity, duration, and frequency, the context, including the parties' age, sex, and relationship to each other, and any history of similar behavior.

iii. *Retaliatory Harassment*

Retaliation is any adverse or negative action taken against an individual due to their report of a policy violation, their cooperation in an investigation into an alleged policy violation, or their engagement in any other protected activity.

Sexual Violence: Any intentional act of sexual contact (touching or penetration) that is accomplished toward another without his/her consent. Such acts may include, but are not limited to, forced oral sex, forced anal penetration, insertion of foreign objects into the body and any act of sexual intercourse "against someone's will." This includes, but is not limited to, the use of a weapon, physical violence or restraint, verbal threats, intimidation, and threats of retaliation or harm. Sexual violence includes sexual assault as defined in this policy.

Stalking: Stalking shall mean 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.

- i. "Course of conduct" is defined as two or more acts (including, but not limited to) acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.

- ii. "Reasonable person" is defined as a reasonable person under similar circumstances and with similar identities to the victim.
- iii. "Substantial emotional distress" is defined as significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

Stalking includes a pattern of repeated and unwanted attention, harassment, contact or any other course of conduct directed at a specific person that would cause a reasonable person to feel fear. Stalking may include repeatedly communicating with, following, threatening, or spreading rumors about a person who does not want the attention.

Additional Definitions

Student: An individual for whom the College maintains records and who is currently enrolled or registered in an academic program or who has completed the immediately preceding term and is eligible for re-enrollment.

Employee: An individual who is paid by the College to perform specific job duties, including faculty and staff, whether they are employed part-time or full-time.

Responsible Employee/Mandatory Reporter: Any employee who has been tasked with reporting incidents of sexual misconduct by students to the College title IX coordinator. This includes employees who have the authority to take action to address sexual violence, and employees whom a student could reasonably believe has this authority or duty. See "Reporting a Policy Violation to the Colleges" on page 5 for additional information.

Confidential Employee: A College employee who does not have a duty to report incidents of sexual misconduct to the College title IX coordinator. Medical or mental health professionals employed by the College (licensed student counselors and nurses) are confidential employees and respect and protect confidential communications from students, faculty, and staff to the extent they are legally able to do so. Employees may have to breach a confidence, however, when they perceive an immediate and serious threat to any person or property.

Reporting Party: An individual that makes a report to the College of a potential policy violation. This may be the alleged victim or a third party.

Alleged Victim: An individual who alleges to have been the victim in an incident(s) of sexual misconduct in violation of this policy.

Alleged Perpetrator/Responding Party: An individual who is alleged to have committed an act of sexual misconduct in violation of this policy.

Consent:

- a. Definition - Consent is positive cooperation in an act or expressing intent to engage in an act. Consent is indicated through words or conduct. An absence of words or conduct does not constitute consent. An individual who consents to a sexual act must give that consent voluntarily, and with knowledge and understanding of the nature of the act and their participation in it. Consent to one type of sexual activity does not necessarily constitute consent for another type of sexual activity. Consent can be withdrawn by any party at any time through words or conduct.

- b. Capacity to consent - Consent can be invalidated (in other words, a person cannot give consent) in a number of situations.
- A person cannot give consent if they are incapacitated by drugs or alcohol, unconscious, passed out, asleep, coming in and out of consciousness, or if they have a disorder, illness, or disability that would impair their understanding of the act and their ability to make decisions.
 - A person cannot give consent if they are under the threat of violence, injury, or other forms of coercion or intimidation.
 - A person cannot give consent if they are forced, coerced, intimidated, or deceived into providing consent. Consent cannot be inferred from silence or passivity alone.

The fact that the alleged victim was under the influence of drugs/alcohol may be considered in determining whether that person had the capacity to consent to the act in question. If the person was incapacitated, the question of whether the alleged perpetrator knew, or should have known, that the alleged victim was incapacitated will be considered.

- c. Lack of consent - A person may express a lack of consent through words or conduct. A person need only resist, either verbally or physically, so as to make the person's refusal to consent genuine and real and so as to reasonably make known to the other party that person's refusal to consent. A person need not resist verbally or physically where it would be useless or futile to do so. The presence or absence of consent is based on the totality of circumstances, including the context in which an alleged incident occurred.

Sex Offenders

In accordance to the Campus Sex Crimes Prevention Act of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, Wayne State College is providing a link to the [Nebraska State Sex Offender Database](#). All sex offenders are required to register in the state of Nebraska and to provide notice of each institution of higher education in Nebraska at which the person is employed, carries a vocation or is a student.

In addition to the above notice to the State of Nebraska, Wayne State College students are required to self-disclose law violations and juvenile court adjudications that resulted in probation, community service, jail sentence, or revocation/suspension of a driver's license on all admission applications and housing applications. The College may rely on the applicant's self-disclosure statements. The College may, but is not required, to conduct a separate criminal background check as part of the application processes. A criminal conviction or juvenile court adjudication will not constitute an automatic bar for admission or housing purposes but will be considered. Falsification or omission of information may result in a denial/loss in regard to admission, continued enrollment, on-campus housing or employment decisions. According to state law, individuals are not obligated to disclose a sealed juvenile record of arrest, custody, complaint, disposition, diversion, adjudication, or sentence.

In accordance with the College's commitment to protecting the safety and welfare of its employees, students and visitors, criminal background checks will be conducted for new employees at the time of hire and periodically thereafter according to the terms of this policy. Prior to conducting the criminal background check, the applicant or employee must consent by completing the Disclosure and Authorization form designated by the Board. Note: An "investigative consumer report" is a detailed report that summarizes information about a person's character, reputation, lifestyle, and personal characteristics. Information for "investigative consumer

reports” is often gathered through interviews with neighbors, friends and associates. Wayne State College shall not conduct “investigative consumer reports.” All references to background checks and reports in this policy specifically exclude such investigative consumer practices and reports.

Disciplinary Processes and Consequences

Processes and procedures described in Board Policies [3100](#) and [3200](#) may be used subsequent to a sexual violence or sex harassment investigation to address cases of student misconduct, due process and discipline. If the alleged perpetrator is an employee, other [Board Policies](#) or [Collective Bargaining Agreements](#) will determine the due process steps and disciplinary consequences.

Disciplinary consequences may include, but are not limited to warnings, disciplinary probation, loss of privileges, restitution, remedial work assignments, remedial educational requirements, service requirements, remedial behavioral requirements, student housing relocation, student housing suspension, removal from student housing, suspension, and expulsion.

Law Enforcement

Alleged victims will be advised that physical evidence can be collected at the same time as medical care is provided, but that medical evidence for a criminal prosecution cannot be collected without a report being made to local law enforcement. It is important that students make an informed decision regarding important physical evidence that can be preserved.

While students are not *required* to notify law enforcement authorities regarding a report of sexual violence or sex harassment, reports still need to be filed with Campus Security to inform them that an act of violence may have occurred. Campus Security shall notify the title IX coordinator, who is responsible for coordinating the College response to the reports of sexual violence and sex harassment. Pursuant to federal law, the College has a legal responsibility for documenting and reporting an incidence of sexual violence and sex harassment.

Regardless of whether or not the law enforcement authorities choose to prosecute a reported offense, the College can pursue formal disciplinary action against a student or employee alleged to have committed sexual violence or sex harassment.

Investigation Procedures

Note: While this policy and procedures are written primarily for the benefit of students, the same procedures shall also apply in the event either the individual reporting the sexual violence or sex harassment, or the alleged perpetrator, is not a student. Similarly, while the procedures assume that the incident occurred on or near college property or at an official College function or activity, some of these procedures may also apply if an alleged incident occurs off campus or in a setting unrelated to college functions/activities.

Regardless of whether or not the law enforcement authorities choose to prosecute a reported offense, Wayne State College can pursue formal disciplinary action against a student or employee alleged to have committed sexual violence or sex harassment.

1) An initial report may occur by telephone, email, in writing or in person. When an initial report of sexual violence or sex harassment is received by any designated administrator or employee (listed earlier under “Reporting”), the initial report shall be shared with the title IX coordinator as quickly as possible.

2) The title IX coordinator or designee will contact the alleged victim for the following purposes:

- To ask questions in order to gain a better understanding regarding the nature of the incident;
- To explain confidentiality and reporting requirements;
- To explain the investigatory process, law enforcement options, and possible consequences;
- To provide information about resources that are available to the individual; and,
- To ask if the alleged victim wishes for the report to be pursued through an investigation or not. (If the alleged victim requests confidentiality, or asks that the report not be pursued, the College will take all reasonable steps to investigate and respond to the report consistent with the request for confidentiality or request not to pursue an investigation, if possible. The request will be evaluated and weighed against the College's responsibility to provide a safe and nondiscriminatory environment).

3) The title IX coordinator or designee, after consultation with the College's General Counsel, will determine if an investigation will be conducted.

4) If an investigation will be conducted, the title IX coordinator or designee will immediately begin an investigation and will take steps to complete the investigation within sixty (60) calendar days after receipt of the report, if possible. The College is committed to a complete and impartial investigation of reports of sexual violence or sex harassment, including the opportunity for both parties to present witnesses and other evidence. Investigations will occur as quickly as possible, but the complexity of the investigation, the severity and the extent of the harassment or number of involved parties can impact the duration.

The investigation shall consist of:

- Reviewing all related written statements or reports;
- Interviewing the alleged victim, alleged perpetrator and other witnesses;
- Reviewing applicable college records; and,
- Reviewing other relevant material and evidence.

5) The title IX coordinator or designee will provide parties involved in the investigation with periodic updates while an investigation is pending, consistent with Family Educational Rights and Privacy Act (FERPA) restrictions.

6) At the conclusion of the investigation, the title IX coordinator or designee will make a determination regarding the report using a "preponderance of the evidence" standard (more likely than not that sexual violence or harassment occurred) and will provide the recommendation to the vice president responsible for Student Affairs and the president.

7) Within ten (10) working days from receipt of the title IX coordinator's or designee's recommendation, the vice president will issue a written statement to the alleged victim, the alleged perpetrator and the title IX coordinator regarding the outcome of the investigation and a decision as to whether or not disciplinary proceedings will commence. In the event that disciplinary proceedings commence at the conclusion of the investigation, the College has an obligation to disclose the outcome of the disciplinary proceedings to the student who reports being the victim of sexual violence.

8) If the alleged victim and alleged perpetrator agree with the decision of the vice president, the matter is considered resolved without any further rights of appeal by either party. If either the alleged victim or the alleged perpetrator object to the decision of the vice president, either individual may appeal the decision in writing to the president within seven (7) calendar days. The president will review the matter and then issue his/her decision to (a) affirm the vice president's decision; (b) refer the matter for further investigation; or (c) refer the matter for disciplinary proceedings. The president's decision will be final.

Note: Title IX prohibits retaliation for reporting parties and any individuals participating in an investigation. The College will not only take steps to prevent retaliation but will also take strong responsive action if it occurs.

Resources and Assistance

The title IX coordinator or designee will have available contact and referral information for counseling/mental health services, medical services, law enforcement, judicial remedies/restraining orders, and educational resources and will share resource information with victims and alleged perpetrators. Assistance options including, College no contact orders, changes in academic, living, transportation and working situations may be made available as remedies to protect victims or witnesses.

Crime Statistics

Definitions

Aggravated assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault is usually accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could or probably would result in serious potential injury if the crime were successfully completed.

Arson: The willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle, aircraft, or personal property of another kind.

Burglary: The unlawful entry of a structure to commit a felony or a theft. For reporting purposes, this definition includes unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

Drug abuse violations: Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

Liquor law violations: The violation of laws or ordinance prohibiting the manufacture, sale, transporting, furnishing, or possession of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. Drunkenness and driving under the influence are not included in this definition.

Motor vehicle theft: The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access, even though the vehicles are later abandoned, including joy riding.)

Murder/non-negligent manslaughter: The willful (non-negligent) killing of one human being by another. **NOTE:** Deaths caused by negligence, attempts to kill, suicides, accidental deaths, and justifiable homicides are excluded.

Negligent manslaughter: The killing of another person through gross negligence.

Non-Campus is defined as any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution. This also includes any building or property owned or controlled by a student organization that is officially recognized by the institution.

On Campus is defined as any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls. This also includes any building or property that is within or reasonably contiguous to the geographic area that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as food or other retail vendor).

Public Property is defined as all public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Weapon law violations: The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

**NOTE: The above listed crime definitions are from the Uniform Crime Reporting Handbook.*

Sex Offenses (Forcible)

Forcible rape: the carnal knowledge of a person, forcibly and/or against the person's will, or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity or because of his/her youth.

Forcible sodomy: Oral or anal sexual intercourse with another person, forcibly and/or against that person's will, or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity or because of his/her youth.

Forcible fondling: The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will, or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity or because of his/her youth.

Sexual assault with an object: The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will, or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity or because of his/her youth.

Sex Offenses (Non-Forcible)

Incest: Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory rape: Non-forcible sexual intercourse with a person who is under the statutory age of consent.

**NOTE: The above listed sex offense definitions are from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program.*

Hate Crimes

Wayne State College is also required to report statistics for hate (bias) related crimes by the type of bias as defined below for the following classifications: murder/non-negligent manslaughter, negligent manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson (see definitions above), and larceny, vandalism, intimidation, and simple assault (see definitions below).

Intimidation: To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

Larceny: The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

Simple assault: An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

Vandalism: To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

If a hate crime occurs where there is an incident involving intimidation, vandalism, larceny, simple assault, or other bodily injury, the law requires that the statistic be reported as a hate crime even though there is no requirement to report the crime classification in any other area of the compliance document.

A hate or bias related crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. For example, a subject assaults a victim, which is a crime. If the facts of the case indicate that the offender was motivated to commit the offense because of their bias against the victim's race, sexual orientation, etc., the assault is then also classified as a hate/bias crime.

Figure 1a: Campus Crime Statistics

Offense	Year	On Campus		Off Campus		Hate Crimes	
		Student Housing	On Campus Other	Non Campus Property	Public Property	Bias Motivated Offenses	If so, Bias Type
Murder/Non-Negligent Manslaughter	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0
	2023	0	0	0	0	0	0
Negligent Manslaughter	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0
	2023	0	0	0	0	0	0
Rape	2021	5	0	0	0	0	0
	2022	0	0	0	0	0	0
	2023	1	0	0	0	0	0
Fondling	2021	6	1	0	0	0	0
	2022	0	0	0	0	0	0
	2023	0	0	0	0	0	0
Incest	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0
	2023	0	0	0	0	0	0
Statutory Rape	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0
	2023	0	0	0	0	0	0
Robbery	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0
	2023	0	0	0	0	0	0
Aggravated Assault	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0
	2023	0	0	0	0	0	0
Burglary	2021	1	0	0	0	0	0
	2022	0	1	0	0	0	0
	2023	1	0	0	0	0	0
Motor Vehicle Theft	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0
	2023	0	0	0	0	0	0
Arson	2021	0	0	0	0	0	0
	2022	0	0	0	0	0	0
	2023	0	0	0	0	0	0

Figure 1b: Campus Crime Statistics

Offense	Year	Student Housing	On Campus Other	Non-Campus Property	Public Property
Arrests: Weapons: Carrying, Possessing, etc.	2021	0	0	0	0
	2022	0	0	0	0
	2023	0	0	0	0
Disciplinary Referrals: Weapons: Carrying, Possessing, etc.	2021	0	0	0	0
	2022	0	0	0	0
	2023	0	0	0	0
Arrests: Drug Abuse Violations	2021	3	0	0	0
	2022	3	2	0	0
	2023	4	0	0	0
Disciplinary Referrals: Drug Abuse Violations	2021	1	0	0	0
	2022	1	0	0	0
	2023	2	0	0	0
Arrests: Liquor Law Violations	2021	0	0	0	0
	2022	0	0	0	1
	2023	0	0	0	1
Disciplinary Referrals: Liquor Law Violations	2021	37	0	0	0
	2022	28	0	0	0
	2023	20	1	0	0
Hate Crimes	Note: No hate crimes were reported in 2021,2022, or 2023				
Unfounded Crimes	2021	0			
	2022	0			
	2023	1			

Figure 2: Campus Crime Statistics

Offense	Year	Student Housing	On Campus Other	Non-Campus Property	Public Property
Domestic Violence	2021	0	0	0	0
	2022	0	0	0	0
	2023	0	0	0	0
Dating Violence	2021	0	0	0	0
	2022	0	0	0	0
	2023	0	0	0	0
Stalking	2021	5	3	0	0
	2022	2	0	0	0
	2023	0	0	0	0

Annual Fire Safety Report

Fire Safety Definitions

On-campus student housing facility is any student housing facility that is owned or controlled by the institution or is located on property that is owned or controlled by the institution and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility.

Cause of fire is the factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an intentional or unintentional action, mechanical failure, or act of nature.

Fire is any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

Fire drill is a supervised practice of a mandatory evacuation of a building for a fire.

Fire-related injury is any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term "person" may include students, employees, visitors, firefighters, or any other individuals.

Fire-related death is any instance in which a person is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire; or dies within one year of injuries sustained as a result of the fire.

Fire safety system is any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire. This may include sprinkler systems or other fire extinguishing systems, fire detection devices, stand-alone smoke alarms, devices that alert one to the presence of a fire, such as horns, bells, or strobe lights; smoke-control and reduction mechanisms; and fire doors and walls that reduce the spread of a fire.

Value of property damage is the estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity. This estimate should include contents damaged by fire, and related damages caused by smoke, water, and overhaul; however, it does not include indirect loss, such as business interruption.

Fire Safety Regulations

Wayne State College has [fire safety regulations](#) in place to help prevent fires in residence halls.

Cooking Appliances: Coffee makers, popcorn poppers and small microwaves (1000-watt power consumption or smaller) are permitted. All other cooking appliances (toasters, roasters, ovens, frying pans, etc.) are prohibited. Students are encouraged to share appliance use with roommates and to use cooking appliances in the hall kitchen. Electrical alterations or room construction is not allowed in any residence hall room.

Firearms, Fireworks, Explosives, Candles, Incense and Other Flammable Items: The possession or storage of firearms, archery equipment, fireworks, or explosives of any kind in residence halls is prohibited. If it is

necessary to bring such items with you to Wayne State, make arrangements with off-campus friends to keep these items for you. Candles, incense or other flammable materials may not be burned in student rooms or public areas within a residence hall except for use in a group ceremony that has been approved by the Residence Hall staff.

Smoking and Tobacco Use: All Wayne State residence halls are smoke/tobacco-free facilities. Smoking and tobacco use (such as chewing or spitting) is prohibited inside every campus residence hall. Students who smoke outside a residence hall must do so in the designated smoking area far enough from the building to avoid having smoke drift into the hall. Cigarette butts, packaging and other tobacco debris must be disposed of properly.

Fire Safety Education and Training Programs

WSC promotes campus fire safety on an ongoing basis through various safety education and training programs.

Residence hall staff receive orientation to the fire alarm system, as well as a review of their roles during a fire or fire drill. The resident assistants, community coordinators, and assistant directors receive general fire safety and fire extinguisher training from WSC Campus Security.

Students receive a general orientation to the fire systems present in the building during the first week of the residents' arrival. Staff also review evacuation and emergency procedures with residents. Residence hall students participate in four fire drills during the academic year.

Each year, RAs, Custodial staff and Facility Staff are trained on fire extinguisher use. Employees and students ARE NOT expected to extinguish a fire. The priority is to evacuate the facility and dial 911 for emergency services.

Fire Systems and Response Protocols

Fire Drills

Four fire drills are conducted every year. Two during the Fall Semester and two during the Spring Semester. The fire drill is designed to give students an opportunity to evacuate the residence hall in a non-emergency situation. All residents must leave the building when the alarm sounds for the drill. Failure to do so will result in disciplinary action.

Fire Alarm System

Each residence hall is equipped with a building fire alarm system, and each student room has a smoke detector. In accordance with Nebraska state law, when the building alarm sounds, all residents are required to leave the building. Residents cannot re-enter a building until permitted by the fire department or Campus Security. The interference with the operation of the smoke detector or any other fire safety equipment will result in disciplinary action in addition to being liable for damages and subject to applicable criminal and civil penalties.

Campus Employee Response

It is important for employees to familiarize themselves with the procedures of fire reporting.

1. Safety of the People - Evacuate people as readily as possible. Close doors to isolate the fire. A person with an ambulatory disability should move to the opposite end of the building near a stairway and away from the fire and wait for firefighters to arrive. Exit strategies should be discussed with supervisors.
2. Send the Alarm - Call the Fire Department, 9-1-1, and relay all information pertaining to the fire (i.e., location, floor, room, building, etc.). If the building is equipped with the fire pull boxes, break the glass, and pull the bar.
3. Notify Others in the Area - Use any alarm provided for this purpose. Move out to a safe area to give firefighters a clear field.
4. Assist Campus Security or Firefighters - Relate to them what is burning (i.e., special chemicals, radiation hazards) or any other pertinent information.

Students in On-Campus Housing Fire Evacuation Response

In the event of a sounding of the fire alarm, students should proceed as follows:

1. All persons inside a residential facility are required to leave the building immediately.
2. College staff may assist with the evacuation of the building and check the building to ensure that everyone leaves the hall as availability and safety permit.
3. It is the responsibility of all students to familiarize themselves with proper fire and emergency evacuation procedures.
4. Failure to respond to a fire alarm or to staff requests during an evacuation may result in disciplinary action in addition to being liable for damages and subject to applicable criminal and civil penalties.
5. When an alarm sounds, follow these guidelines:
 - Close room doors and windows
 - Wear shoes and carry or wear a coat
 - Carry a towel or article of clothing to cover mouth.
 - Leave room with door CLOSED and UNLOCKED.
 - Stay low to the floor in corridors, crawling if necessary to avoid danger of smoke inhalation.
 - Leave via the nearest, safest exit, path, or route.
 - Don't panic - move quickly outside the building to at least 50 feet away from the structure and to the designated assembly point and check in with college staff.

6. Do not use elevators as exit routes. Use the closest stairwells.
7. Do not re-enter the building until the alarm is silenced and the “all clear” announcement is given by emergency personnel.
8. If you are on an upper floor, are hearing impaired, have mobility issues, or are unable to escape from your room:
 - Close your door and seal it off with a towel or blanket.
 - Duct tape often works well to seal cracks.
 - Dial 9-1-1 and relay all information pertaining to the fire (i.e., location, floor, room, building, etc.) to the dispatcher. Don’t hang up until directed to do so.
 - Hang a bright colored sheet or towel from your window to alert emergency crews to your location.
 - Open your upper window for fresh air if necessary. If smoke enters the room from the outside, CLOSE your window immediately.
 - Wait for rescue. Don’t panic, open the door, or prematurely jump from your window.

Residence Hall Fire Systems

Wayne State College provides over 1400 student residence beds on campus. Each student-housing facility is equipped with fire detection systems and pull boxes. The fire safety systems report is shown in Figure 4.

There are dry chemical fire extinguishers located on every floor of each residence hall on campus. There are powder extinguishers in laundry room and kitchen areas. Extinguishers are to be used only in case of a fire emergency. A WATER EXTINGUISHER SHOULD NEVER BE USED TO EXTINGUISH A FIRE ORIGINATING FROM AN ELECTRICAL OUTLET OR ELECTRICAL BREAKER BOX. A staff member should be notified if it has been necessary to use an extinguisher, regardless of the cause. UNNECESSARY USE OR MISUSE OF A FIRE EXTINGUISHER WILL RESULT IN DISCIPLINARY ACTION.

Anderson Hall, Bowen Hall, Neihardt Hall, Pile Hall, and Terrace Hall, Morey Hall, and Berry Hall are all residential facilities in which a sprinkler system has been installed for additional safety in the event of a fire. Residents must be careful not to damage, tamper with, cover, or hang items from the sprinkler heads or an accidental discharge of water may result. In addition, residents may not store personal items within 18 inches of any sprinkler head.

Reporting a Fire Occurring in an On-Campus College Student Housing Facility

Individuals discovering a fire at a WSC on-campus student housing facility should dial 9-1-1 and activate the fire alarm system. The fire alarm system in buildings on campus, when sounded, will summon the fire department.

Submitting a Non-Emergency Fire Report

To report fires in on-campus housing that have been successfully extinguished or fires for which you are unsure whether Campus Security may already be aware, contact:

Wayne State College Campus Security: 402-375-7216

Wayne State College Residence Life: 402-375-7318

Campus Security will investigate and generate a report as appropriate. When calling, provide as much information as possible about the location, date, time and cause of the fire.

Plans for Future Improvements in Fire Safety

Wayne State College continually evaluates the fire protection system in residential facilities. Upgrades to the system occur through replacements or building renovations.

Fire Safety Statistics

Wayne State College maintains a fire log that includes a listing of all fires that occur in an on-campus student housing facility. The report includes the nature, date, time and general location of each fire. The log may be viewed at Campus Security, Campus Services Building 704 Lindahl Drive, Wayne, NE 68787.

For a fire to be reportable, per The Higher Education Opportunity Act of 2008, it must be an actual fire, and it must meet the federal definition of a fire. The Higher Education Opportunity Act regulations define a fire as “any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.”

The fire log table is designed to contain a compilation of actual fire/fire alarm statistics for each calendar year (should any exist) for Wayne State College on-campus student housing. The fire log table is designed to include statistics outlining the number of actual fires and the cause of each actual fire, the number of injuries and deaths related to actual fires, and the value of property damage related to actual fires for Wayne State College on-campus student housing.

Figure 3: On-Campus Student Housing Facilities

Wayne State College Statistics and Related Information Regarding Fires in Residential Facilities

Residential Facilities	Year	Total Fires in Each Building	Fires	Cause of Fire	Injuries Requiring Treatment at a Medical Facility	Number of Deaths Related to a Fire	Property Damage Value*
Anderson Hall 1304 Anderson Dr.	2021	0	0	N/A	N/A	N/A	\$0
	2022	0	0	N/A	N/A	N/A	\$0
	2023	0	0	N/A	N/A	N/A	\$0
Berry Hall 205 L. Wendt Dr.	2021	0	0	N/A	N/A	N/A	\$0
	2022	0	0	N/A	N/A	N/A	\$0
	2023	0	0	N/A	N/A	N/A	\$0
Bowen Hall 1204 Schreiner Dr.	2021	0	0	N/A	N/A	N/A	\$0
	2022	0	0	N/A	N/A	N/A	\$0
	2023	0	0	N/A	N/A	N/A	\$0
Morey Hall 401 L. Wendt Dr.	2021	0	0	N/A	N/A	N/A	\$0
	2022	0	0	N/A	N/A	N/A	\$0
	2023	0	0	N/A	N/A	N/A	\$0
Neihardt Hall 104 J.G.W. Lewis Dr.	2021	0	0	N/A	N/A	N/A	\$0
	2022	0	0	N/A	N/A	N/A	\$0
	2023	0	0	N/A	N/A	N/A	\$0
Pile Hall 305 Anderson Dr.	2021	0	0	N/A	N/A	N/A	\$0
	2022	0	0	N/A	N/A	N/A	\$0
	2023	0	0	N/A	N/A	N/A	\$0
Terrace Hall 303 L. Wendt Dr.	2021	0	0	Cooking	2	N/A	\$0-99
	2022	1	1	N/A	N/A	N/A	\$0
	2023	0	0	N/A	N/A	N/A	\$0

* Value is in Dollars.

Classifications of Fires and Examples

Unintentional Fire: A fire that does not involve an intentional human act to ignite or spread fire into an area where the fire should not be.

Cause	Example
Cooking	Grease fire on stove top, oven or microwave fire
Smoking Materials	Discarded lit cigarette butt
Open flames	Candles
Electrical	Electrical arcing, overheated electrical motor
Heating equipment	Heating stoves, space heaters, fireplaces, furnaces, water heaters
Hazardous products	Spontaneous combustion; chemical reaction
Machinery/Industrial	Heat from friction, (e.g., fan belts); cutting and welding

Natural Fire: A fire that results from a natural phenomenon, such as lightning, tornadoes and earthquakes

Other: Fireworks (including sparklers), paper caps, party poppers and firecrackers; sunlight (usually magnified through glass or a bottle); fires that start in a building that is not an on-campus student housing facility and spread to an on-campus student housing facility

Intentional Fire: A fire that is ignited, or that results from a deliberate action, in circumstances where the person knows there should not be a fire. Example: Fire in a dorm restroom has been investigated by fire authorities and determined to be arson. Perpetrator used matches to ignite paper towels.

Undetermined Fire: A fire in which the cause cannot be determined.
Example: Investigators cannot determine whether a couch was smoldering because someone

Figure 4: Fire Safety Systems in On-Campus Housing

Wayne State College has a total of seven (7) on-campus student housing facilities on its campus. The following table outlines the fire safety systems that are in place in each of these facilities.

Facility	Fire Alarm Monitoring On-Site	Full Sprinkler System	Smoke Detection	Fire Extinguishers	Evacuation Plans and Placards	# of Fire Drills Each Calendar Year
Anderson	X	X	X	X	X	4
Berry	X	X	X	X	X	4
Bowen	X	X	X	X	X	4
Morey	X	X	X	X	X	4
Neihardt	X	X	X	X	X	4
Pile	X	X	X	X	X	4
Terrace	X	X	X	X	X	4