

October 2022

ANNUAL SECURITY AND FIRE SAFETY REPORT

Des Moines Area Community College (DMACC) recognizes the importance of maintaining a safe and secure learning environment. In compliance with the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*, the purpose of this publication is to present the security procedures and the crime statistics of the College, making certain that crime data are gathered, documented and made available to interested individuals.

The safety and security of Des Moines Area Community College is everyone's responsibility.



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SECURITY REPORT

INTRODUCTION

This document is provided in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act) and the Higher Education Opportunity Act (HEOA). These acts mandate that institutions of higher education provide specific information. The information in this report includes college policies, crime statistics, fire statistics, safety tips, emergency phone numbers and an overview of some of the programs offered by the College. The annual statistics are prepared by collecting crime data from DMACC Security records and DMACC Incident Reports. In addition to information provided by on-campus reporters, DMACC also requests crime statistics for specified geographic locations from other local law enforcement agencies. After the crime statistics are compiled, they are included in this Annual Security and Fire Report and submitted to the Department of Education.

REPORTING CRIME

All DMACC students, employees and visitors are encouraged to promptly report crime incidents and violations that occur on DMACC property to Security or the Campus Provost or applicable Director in a timely manner. Contact information is as follows:

ANKENY CAMPUS

Campus Security: 515-964-6500 (mobile) or 5-6500 (on campus)

URBAN CAMPUS

Campus Safety: 515-248-7200 or 5-7200 (on-campus)

7:00 a.m.–10:30 p.m. M–Th

8:00 a.m.–4:00 p.m. F

8:00 a.m.–2:00 p.m. Saturday

Campus Provost (7:00 am–4:00 pm M–F)

515-248-7206

Text Tip Line: 515-202-1659

BOONE CAMPUS AND BORGEN SQUARE APARTMENTS

Boone Front Desk: 515-432-7203

CARROLL CAMPUS

Campus Provost: 712-792-8308

NEWTON CAMPUS

Campus Provost: 641-791-1721

WEST DES MOINES CAMPUS

Campus Provost: 515-633-2439

HUNZIKER CENTER PROVOST: 515-432-7203 OR

Hunziker Director: 515-663-6706

SOUTHRIDGE CENTER

Director: 515-287-8701

TRANSPORTATION INSTITUTE

Transportation Institute Director: 515-262-1680

Ankeny Campus Security Department: 515-964-6500

CAPITOL CENTER

Iowa Dept. Public Safety: 515-281-6485

Dean: 515-964-6394

PERRY CENTER

Director, Program Development: 515-343-7071

DMACC DALLAS COUNTY FARM

Farm Coordinator 515-370-3772

There are numerous terms used by DMACC in our policy and procedures.

These officials will assist the victims in the prompt reporting of crimes when the victim of a crime elects to or is unable (physically/mentally) to make such a report.

In the event of an emergency situation, call 911 (8-911 on-campus) to expedite the appropriate response by authorities.

DMACC Counselors who have knowledge of crimes will make victims aware of reporting procedures, but will not report the information unless he/she has direct knowledge that the person may be a danger to themselves or others.

Each DMACC official, as listed above, shall complete an online DMACC Incident Report Form. This online report can be accessed from the DMACC website homepage by clicking on the “Forms” quick link in the upper right-hand corner, then scrolling down to Incident Report or by clicking on the web link dmacc.edu/safety where the Incident Report Form tab can be found.

TIMELY WARNING

Crimes considered to be a threat to the College community will either be referred to the DMACC Crisis Management Team (CMT) or the Director of College Security to determine whether or not to issue a warning to the community. The Crisis Management Team consists of the President, Executive Vice President of Academic Affairs, Vice President of Business Services, Director of the Physical Plant, Executive Director of Human Resources, Vice President of Enrollment Management, Campus Provosts and other appropriate campus officials. To help determine the appropriate response to the threat, the Crisis Management Team or Director of College Security may consult with appropriate federal, state and local law enforcement agencies, as well as the College Title IX Coordinator, members of College Security or members of the Crisis Management Team. Timely warnings about crimes considered to pose a serious or continued threat to students and employees will be disseminated to the College community by methods that may include the DMACC RAVE Alert System, articles in the student newspapers, DMACC Daily announcements, email messages, press releases for local newspapers, radio, TV and/or notices posted in campus buildings.

PREPARATION AND DISCLOSURE OF CRIME STATISTICS

The federal Campus Crime Awareness and Security Act of 1990 (Clery Act) requires DMACC to compile data on all crimes of murder/nonnegligent manslaughter, negligent manslaughter, rape, forcible fondling, Statutory Rape, incest, robbery, aggravated assault, burglary, motor vehicle theft, arson, dating violence, domestic violence, stalking and all arrests and disciplinary referrals for liquor law violations, drug law violations and illegal weapons possessions that occur at the College campuses.

1. The Physical Plant Director of Security is responsible for collecting and reviewing crime reports and for preparing the DMACC Crime Statistics Annual Report for submission to the U.S. Department of Education in cooperation with local police departments, DMACC Security, Student Services, Judicial Officer, Campus Provosts, coaches and residential housing managers to comply with the Clery Act.

2. Campus crime, arrest and referral statistics include those reported to DMACC Security and designated Campus officials (Provosts, Deans, Judicial Officer, Student Activities Coordinators, athletic coaches and local law

enforcement agencies). DMACC Counselors shall inform students about procedures to report crime on a voluntary basis. Due to confidentiality, counselors are not asked to contribute information for inclusion in the annual crime statistics.

3. DMACC does not have procedures for voluntary, confidential reporting of crime statistics for inclusion in the annual crime statistics, including such procedures in conjunction with counseling services.

4. The DMACC Director of Security mails letters annually to respective local law enforcement agencies for each DMACC location, as well as respective local law enforcement agencies in communities where DMACC events, activities or other College-related activities occur both within the United States and abroad, in regards to requesting information about applicable crimes that occurred on properties or adjacent to those properties as is defined by, and in accordance with, the Clery Act.

5. The Annual Crime Statistics Report shall include campus security policy disclosures and crime statistics for the past three years. The report is emailed to students and employees annually during the Fall semester. The report is also available for prospective students, employees and the public on the DMACC website at <https://www.dmacc.edu/safety/Documents/annualsecurityreport.pdf>.

National statistics from other colleges and universities can be found at: <https://ope.ed.gov/campusafety>.

DEFINITIONS FROM THE FBI'S UNIFORM CRIME REPORTING HANDBOOK (UCR)

- ON-CAMPUS**—(1) 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; and (2) Any building or property that is within or reasonably contiguous to paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).
- MURDER/NONNEGLIGENT MANSLAUGHTER**—The willful (nonnegligent) killing of one human being by another.
- NEGLIGENT MANSLAUGHTER**—The killing of another person through gross negligence.
- RAPE**—The carnal knowledge of forcibly and against his or her will.
- FORCIBLE FONDLING**—The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against the person's will; or not forcibly and/or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary permanent mental or physical incapacity.
- STATUTORY RAPE**—Nonforcible sexual intercourse with a person who is under the statutory age of consent.
- INCEST**—Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- ROBBERY**—The taking, or attempting to take, of anything of value from the care, custody or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
- AGGRAVATED ASSAULT**—An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.
- BURGLARY**—The unlawful entry of a structure to commit a felony or a theft.
- MOTOR VEHICLE THEFT**—The theft or attempted theft of a motor vehicle.
- ARSON**—Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.
- LIQUOR LAW VIOLATIONS**—Violations of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages (with the exception of "driving under the influence" or "drunkenness").
- DRUG LAW VIOLATIONS**—Violations of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those 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—manufactured narcotics that can cause true addiction (Demerol, methadone); and dangerous nonnarcotic drugs (barbiturates, Benzedrine).
- ILLEGAL WEAPONS POSSESSION**—Violations of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment or use of firearms, cutting instruments, explosives, incendiary devices
- HATE CRIMES**—Sufficient objective facts lead a reasonable and prudent person to conclude that an offender's actions were motivated, in whole or in part, by bias against the victim's race, gender, gender identity, religion, sexual orientation, ethnicity/national origin or disability.
- SEXUAL ABUSE/ASSAULT**—Any sex act between persons is sexual abuse by either of the participants when the act is performed with the other participant in any of the following circumstances:
 - The act is done by force or against the will of the other. If the consent or acquiescence of the other is procured by threats of violence toward any person or if the act is done while the other is under the influence of a drug inducing sleep or is otherwise in a state of unconsciousness, the act is done against the will of the other.
 - Such other participant is suffering from a mental defect or incapacity which precludes giving consent, or lacks the mental capacity to know the right and wrong of conduct in sexual matters.
 - Such other participant is a child. (Iowa Criminal Code, Chapter 709.1).
- DATING VIOLENCE**—Violence committed by a person:
 - Who is or has been in a social relationship of a romantic or intimate nature with the victim;
 - The existence of such a relationship shall be determined based on a consideration of the following factors:
 - The length of the relationship.
 - The type of relationship.
 - The frequency of interaction between the persons involved in the relationship. (42 U.S.C. § 13295(a)).

19. **DOMESTIC VIOLENCE**—Includes 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 federal, state, or local 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 federal, state, or local domestic or family violence laws.
20. **STALKING**—Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
 1. Fear for his or her safety or the safety of others, or
 2. Suffer substantial emotional distress

DMACC EMERGENCY NOTIFICATION POLICY STATEMENT

DMACC has a multilayered emergency notification system in place, called DMACC RAVE Alert, which informs the College community without delay, upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, employees and visitors within College campus geography. DMACC RAVE Alert informs the College community through the use of emails, text messages, voicemails and an indoor voice notification system. DMACC will post updates during a critical incident on the DMACC website at dmacc.edu. Individuals can call the DMACC Recorded Emergency Information telephone line at 515-965-6020 for updates. Members of the larger community (parents, students and employee family members, etc.) who are interested in receiving information about emergencies on campus are encouraged to sign up for the DMACC RAVE Alert Emergency Notification System (call 515-964-6612 for assistance) and should use the DMACC website and emergency phone line for obtaining updates in the event of an on-campus emergency. A college-wide test of the DMACC RAVE Alert system is conducted each Fall and Spring Semester.

All members of the DMACC campus community are notified on an annual basis that they are required to notify DMACC Security at 515-964-6500 or 5-6500 (on-campus) of any situation or incident on-campus that involves a significant emergency or dangerous situation that may involve an immediate or ongoing threat to the health and safety of students, employees or visitors on campus. The DMACC Crisis Management Team (CMT) has the responsibility of responding to, and summoning the necessary resources, to mitigate, investigate and document any situation that may cause a significant emergency or dangerous situation. In addition, the CMT has a responsibility to respond to such incidents to determine if the situation does in fact pose a threat to the community. If that is the case, federal law requires that the institution notify without delay the campus community or the appropriate segments of the community affected by the situation.

The DMACC Crisis Management Team (CMT) may receive information from other sources, as well. If the CMT confirms that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the campus community, CMT will collaborate to determine the content of the message and will use some or all of the systems described above to communicate the threat to the DMACC campus community, or to the appropriate segment of the community if the threat is limited to a

particular building or segment of the population. The DMACC CMT promptly evaluates the safety of the community in determining the need to initiate an emergency notification and the content of an emergency notification should the need be evaluated as such. In situations where an emergency notification may potentially compromise efforts to assist victims or to contain, respond to or otherwise mitigate an emergency, as determined by first responders (including, but not limited to: The City Police Department, Fire and Emergency Medical Services) an emergency notification may not be issued.

Each campus building has a designated evacuation plan posted in classrooms, laboratories and public areas. Other than fire alarms, the DMACC Crisis Management Team is responsible for determining whether or not the emergency or dangerous situation warrants a building evacuation, and if so, notifying the occupants.

SECURITY SERVICES

The responsibility for securing a contract with a security company, training and supervising Security Officers for the Ankeny, Urban, West Des Moines, Newton, Boone and Southridge locations shall rest with the Director of Security within the DMACC Physical Plant.

Private security service measures may include uniformed security officers, taser and camera system weapons for uniformed security officers, closed circuit television, building security systems, exterior lighting, courtesy phones, and attention to landscaping materials. Afternoon and evening DMACC Security Officers inspect campus security lighting and exterior door locks on a regular basis and if maintenance is required they issue a Work Order for necessary repairs.

Police Departments in Ankeny, Des Moines, West Des Moines, Ames, Boone, Newton, Carroll, Perry; and the Polk County and Dallas County Sheriff's Department have jurisdiction on DMACC property and may patrol and assist the College in their respective jurisdictions.

SECURITY OFFICERS

Responsibilities for Security Officers at the Ankeny, Urban, West Des Moines, Newton, Boone and Southridge locations:

1. Observe streets, parking lots, walkways, grounds, buildings and rooms; and report information. Security Officers shall complete a daily written log of alleged criminal incidents that are reported to Campus Security on the Ankeny and Urban Campuses.
2. Investigate all suspicious incidents reported to the Security Department. Incidents determined to be potential criminal activities will be referred to local police. Local police departments may request the services of state and federal police agencies and Homeland Security to assist with the investigation, if needed.
3. DMACC Security Officers are not sworn law enforcement officers and do not have the power of arrest. Except when necessary to prevent personal injury to themselves or others, Security Officers will not forcibly detain people.
4. Provide escort service for employees, students or visitors walking to the parking lots.
5. Administer approved traffic and parking regulations and provide reasonable assistance to employees, students and visitors.
6. Responsible for locking and unlocking building exterior doors for scheduled classes in each building.

SECURITY OF AND ACCESS TO CAMPUS FACILITIES

Uniformed security officers will patrol the Ankeny Campus 24 hours a day/365 days each year, and will patrol the Urban Campus 7:00 a.m. to 10:30 p.m., Monday through Thursday and Friday–Saturday from 7:00 a.m. to 5:00 p.m.

During normal business hours, DMACC campuses will be open to students, employees, contractors and guests. During nonbusiness hours, access to all DMACC campuses is by key, if issued, or by admittance via Campus Security, Campus Provosts or their appointees. In the case of periods of extended closure, the College will admit only those with prior authorized permission or prior written approval to facilities.

The Campus View Apartments, located on the Ankeny Campus, are not owned or operated by DMACC. The Campus View Apartment Security policy can be obtained from the Campus View Housing Manager at 515-954-7474.

Borgen Square Apartments, located on the Boone Campus, are owned and operated by DMACC. DMACC does employ contracted private security services for the Borgen Square Apartments. In addition to private security service, the Boone Police Department regularly patrols campus and assists with investigations of criminal activities as needed.

New Hope Village Apartments, located in Carroll, are not owned and operated by DMACC. DMACC does not employ contracted security services for the New Hope Village Apartments. The City of Carroll Police Department regularly patrols this complex and assists with investigations of criminal activities as needed.

NOTIFYING APPROPRIATE AUTHORITIES ON- AND OFF-CAMPUS

The victim and the individual to whom the incident was reported are encouraged to visit with DMACC Security personnel and/or complete a DMACC Incident Report at <https://infopath.dmacc.edu/security/default.aspx>. DMACC counselors, due to confidentiality, may not be able to complete an incident report but will make the victim aware of his/her right to submit a DMACC Incident Report. The victim will be informed that an on-campus/off-campus advocate will be brought in to assist him/her from this point forward and will be provided a copy of the Campus Sexual Assault Victims' Bill of Rights.

If the victim agrees, the DMACC official shall assist the victim in making arrangements with local police departments to initiate an investigation and stress that testing should be performed immediately. DMACC officials will inform the victim of the importance of preserving evidence as may be necessary in proof of a sexual assault, including testing for possible date-rape drugs. Information provided during confidential discussions shall remain confidential to the extent possible.

SECURITY AWARENESS AND CRIME PREVENTION PROGRAMS

DMACC encourages students and employees to be responsible for the safety and security of themselves and others.

New student orientation provides students with information regarding campus security and the DMACC RAVE Alert emergency notification system. This orientation is required for all new full-time students and is encouraged for part-time students. Orientation sessions for new full-time students are offered before the start of each semester. The number of orientation sessions offered is determined by the number of new students enrolling. An orientation session for part-time students is offered online, which students may complete at their convenience.

New employee orientation is held once a month and provides employees with a link to the College safety website. The website contains information on campus security and the DMACC RAVE Alert emergency notification system.

Information regarding campus security is distributed to students and employees once a year in an annual compliance email. Students receive this email from the Executive Dean of Student Services. Employees receive this email from the Human Resources Compliance Coordinator.

Throughout the year, DMACC campuses host security awareness and crime prevention programs to further educate students and employees on the importance of taking responsibility for the safety and security of themselves and others. DMACC uses Lunch-and-Learn programs, classroom presentations, guest speakers, panel discussions, forums, trainings and the like to provide educational programming to students and employees on issues such as domestic abuse, sexual assault, identity theft, self-defense, violent intruder incidents and others.

Additionally, the College provides an online, third-party safety training program known as SafeColleges, to educate and increase awareness for faculty, staff and students regarding security awareness, personal safety and other topic areas. The College annually provides crime prevention programs to students and employees by means of email, the campus newspaper, College websites, or the DMACC RAVE Alert emergency notification system (if necessary).

STUDENT CONDUCT AND CRIMINAL ACTIVITY AT OFF-CAMPUS LOCATIONS

DMACC's Student Conduct, Discipline and Appeals Procedure applies to conduct that occurs on DMACC college property, at DMACC-sponsored activities (including study abroad programs), at clinical sites, attendance centers or any College facility, and off-campus conduct that adversely affects the DMACC community and/or the pursuit of its educational mission. If an adverse student conduct issue arises at an off-campus location that is recognized by the College, DMACC relies on local police and/or security staff provided by the off-campus location to respond to the situation. The DMACC Judicial Officer will correspond with the appropriate police or security staff who responded to the student conduct issue and will decide whether the Student Conduct Policy shall be applied to conduct occurring off-campus, on a case-by-case basis.

ALCOHOL AND DRUG PROCEDURES

DMACC is committed to having alcohol-free and drug-free campuses. The College's board policies and administrative procedures are available to students, employees and the general public on the DMACC website at https://www.dmacc.edu/student_services/Pages/policies_procedures.aspx. In compliance with the DFSCA, the following DMACC policies are in place. Full text of these policies and procedures can be viewed at the web addresses provided both above and below.

ALCOHOL The use of alcohol is prohibited on College property except as authorized by College regulations or College authority. All Iowa state laws and local statutes regarding the possession, use and distribution of alcohol must be observed.

See Board Policy 2017

[.dmacc.edu/hr/Pages/policies.aspx](https://www.dmacc.edu/hr/Pages/policies.aspx)

Business Services Procedure 5551

[dmacc.edu/departments/businessoffice/Shared%20Documents/Policies%20and%20Procedures/BS5551.pdf](https://www.dmacc.edu/departments/businessoffice/Shared%20Documents/Policies%20and%20Procedures/BS5551.pdf),

Educational Services Procedure 4630

[dmacc.edu/student_services/int/Procedures/ES4630%20Final.pdf](https://www.dmacc.edu/student_services/int/Procedures/ES4630%20Final.pdf)

DRUGS The manufacture, possession, use and/or distribution of illegal substances is forbidden on College property or at any College-sponsored activity.

See Board Policy 2016

[dmacc.edu/hr/Pages/policies.aspx](https://www.dmacc.edu/hr/Pages/policies.aspx)

Business Services Procedure 5551

dmacc.edu/departments/businessoffice/Shared%20Documents/Policies%20and%20Procedures/BS5551.pdf

Educational Services Procedure 4630

dmacc.edu/student_services/int/Procedures/ES4630%20Final.pdf

No employees or students may appear on College property if, as a result of the use of alcohol, drugs or other illegal substances, they cannot adequately perform normal functions or if they impede the normal operation of the College. This shall not prohibit proper use of legally prescribed medication.

Any violation of these policies will result in prosecution under Iowa law when applicable, as well as disciplinary action by the College deemed appropriate within the policies of conduct prescribed and approved by the Board of Trustees.

IOWA ALCOHOL-RELATED LAWS:

UNDERAGE POSSESSION/PURCHASE/CONSUMPTION: 1st offense—simple misdemeanor \$100 fine; 2nd offense—simple misdemeanor \$500 fine + loss of driving privileges not to exceed one year or substance abuse evaluation;
SUBSEQUENT VIOLATIONS—simple misdemeanor \$500 fine plus loss of driving privileges not to exceed one year.

MINORS AND ALCOHOLIC BEVERAGES CONSEQUENCES

<https://abd.iowa.gov/alcohol/state-iowa-alcohol-law/minors-and-alcoholic-beverages>

OWI: 1st offense 48 hours jail/\$1,250 fine; 2nd offense 7 days to 2 years jail/\$1,875 to \$6,250 fine; 3rd offense 30 days to 5 years jail/\$3,125 to \$9,375 fine.

IOWA OWI FINES AND CONSEQUENCES

<https://dui.drivinglaws.org/iowa.php>

DRUG AND/OR ALCOHOL ABUSE EDUCATION PROGRAMS

SUBSTANCE ABUSE RESOURCES

Students can access substance abuse resources and services through the Student Assistance Program (SAP) provided by Employee and Family Resources, 515-244-6090 or 1-800-327-4692 or www.efr.org.

Faculty and staff can access substance abuse resources and services through the Employee Assistance Program (EAP) provided by Lincoln Financial Group, 877-757-7587 or online at

<http://eapadvantage.com> (password=connect). Questions can be directed to the DMACC Human Resources, Benefits Coordinator at 515-964-6258.

DMACC also subscribes to the SafeColleges Student Suit for video training courses that include:

- SaVE (The Campus Sexual Violence Elimination) Act for College Students
- Alcohol Awareness
- Bystander Intervention for College Students

These courses can be viewed by going to web page <http://dmaccstudents.ia.safecolleges.com/login>

SUBSTANCE ABUSE CONCERNS

Experimenting with and use of alcohol and/or drugs during the college years has often been a concern and may significantly impact one's ability to experience success. If you have concerns for yourself or another, please contact a DMACC Counselor to discuss possible options. Counselors are available on a confidential basis and have access to resources for assessment, evaluation and, if necessary, treatment.

SEXUAL OFFENSES

Students and employees are invited to attend a variety of educational

programs addressing sex offenses including: the awareness of rape, acquaintance rape and other forcible and nonforcible sex offenses presented by various College departments throughout the academic year. In addition, statistics on sexual abuse shall be distributed annually to students and employees.

See Educational Services Procedure 4631

dmacc.edu/student_services/int/Procedures/ES4631%20Final.pdf

DMACC also subscribes to the SafeColleges Student Suit for video training courses that include:

- SaVE (The Campus Sexual Violence Elimination) Act for College Students
- Alcohol Awareness
- Bystander Intervention for College Students

These courses can be viewed by going to web page <http://dmaccstudents.ia.safecolleges.com/login>.

PROCEDURES STUDENTS SHOULD FOLLOW IF A SEX OFFENSE OCCURS—CONFIDENTIAL REPORTING

DMACC encourages anyone who is the victim or witness to any crime to promptly report the incident to the police and DMACC Security. Because some police reports are public records under state law, DMACC cannot guarantee the confidentiality of police reports. Confidential reports for the purposes of inclusion in the annual disclosure of crime statistics can generally be made to other DMACC Campus Security Authorities (CSAs). Confidential reports without any individually identifying information are included in the Colleges annual crime statistics.

Each year, DMACC encourages DMACC Counselors to inform the persons they counsel of the procedures to report crimes on a voluntary basis. Reports of crimes gathered from counselors remain confidential and are included in the annual crime statistics.

All DMACC students, employees and visitors who are victims of sexual abuse/assault shall be encouraged to report incidents that occur on DMACC property or at DMACC-sponsored functions. If a DMACC student or employee witnesses a sexual assault on DMACC property or at a DMACC-sponsored activity, he/she should report the incident. Reports shall be made to the following officials:

1. ANKENY CAMPUS

Campus Security: 515-964-6500 (mobile) or 5-6500 (on-campus)

2. URBAN CAMPUS

Campus Safety 515-248-7200 or 5-7200 (on-campus)

7:00 a.m.–10:30 p.m. M–Th

8:00 a.m.–4:00 p.m. F

8:00 a.m.–2:00 p.m. Saturday

Campus Provost (7:00 am–4:00 pm M–F)

515-248-7206

Text Tip Line: 515-202-1659

3. BOONE CAMPUS AND BORGEN SQUARE APARTMENTS

Boone Front Desk: 515-432-7203

4. CARROLL CAMPUS

Campus Provost: 712-792-8308

5. NEWTON CAMPUS

Campus Provost: 641-791-1721

6. WEST DES MOINES CAMPUS

Campus Provost: 515-633-2439

7. HUNZIKER CENTER PROVOST: 515-432-7203 OR

Hunziker Director: 515-663-6706

8. SOUTHRIDGE CENTER

Director: 515-287-8701

9. TRANSPORTATION INSTITUTE

Transportation Institute Director: 515-262-1680

Ankeny Campus Security Department: 515-964-6500

10. CAPITOL CENTER

Iowa Dept. Public Safety: 515-281-6485

Dean: 515-964-6394

11. PERRY CENTER

Director, Program Development: 515-343-7071

12. DMACC DALLAS COUNTY FARM

Farm Coordinator: 515-370-3772

There are numerous terms used by DMACC in our policy and procedures.

CONSENT is not defined in Iowa Code, but DMACC policy defines consent as it relates to sexual misconduct in the following manner: Consent is knowing, voluntary and clear permission by word or action to engage in mutually agreed upon sexual activity. Since individuals may experience the same interaction in different ways, it is the responsibility of each party to make certain that the other has consented before engaging in the activity. For consent to be valid, there must be a clear expression in words or actions that the other individual consented to that specific sexual conduct. Consent to a specific sexual contact (such as kissing or fondling) cannot be presumed to be consent for another specific sexual activity (such as intercourse). A current or previous dating relationship is not sufficient to constitute consent. Silence or the absence of resistance alone is not consent. The existence of consent is based on the totality of the circumstances, including the context in which the alleged incident occurred. Individuals can withdraw consent at any time during sexual activity by expressing in words or actions that they no longer want the act to continue, and, if that happens, the other person must stop immediately.

A person cannot consent if he or she is incapacitated. Under this policy, a person is incapacitated if he or she is disabled or deprived of ability to act or reason for one's self, is unable to understand what is happening, or is disoriented, helpless, asleep or unconscious for any reason, including due to alcohol or other drugs.

INCAPACITATION is defined as a state where someone cannot make rational, reasonable decisions because they lack the capacity to give knowing consent (e.g., to understand the "who, what, when, where, why, or how" of their sexual interaction). This policy also covers a person whose incapacity results from mental disability, involuntary physical restraint and/or from taking of an incapacitating substance. Under Iowa law, a person is incapacitated if the person is temporarily incapable of apprising or controlling the person's own conduct due to the influence of a narcotic, anesthetic, or intoxicating substance; if a person is unable to communicate an unwillingness to act because the person is unconscious, asleep or is otherwise physically limited; or if the person has a bodily impairment or handicap that substantially limits the person's ability to resist or flee.

An individual who engages in sexual activity when the individual knows, or should know, that the other person is physically or mentally incapacitated has violated this policy. It is not an excuse that the respondent to a claim of sexual misconduct was intoxicated and, therefore, did not realize the other person's incapacity.

SEXUAL ASSAULT is defined as an offense classified as a forcible or non-forcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation. Under the Iowa Code, sexual abuse is defined as: Any sex act between persons is sexual abuse by either of the persons when the act

is performed with the other person in any of the following circumstances:

1. The act is done by force or against the will of the other. If the consent or acquiescence of the other is procured by threats of violence toward any person or if the act is done while the other is under the influence of a drug-inducing sleep or is otherwise in a state of unconsciousness, the act is done against the will of the other.
2. Such other person is suffering from a mental defect or incapacity which precludes giving consent, or lacks the mental capacity to know the right and wrong of conduct in sexual matters.
3. Such other person is a child.

DOMESTIC VIOLENCE includes 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 cohabitating with or has cohabitated with the victim as a spouse, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction. Iowa Code 236.2 pertains to Domestic Abuse and states the following:

1. **Domestic abuse** means committing assault as defined in section 708.1 under any of the following circumstances:
 - a. The assault is between family or household members who resided together at the time of the assault.
 - b. The assault is between separated spouses or persons divorced from each other and not residing together at the time of the assault.
 - c. The assault is between persons who are parents of the same minor child regardless of whether they have been married or have lived together at any time.
 - d. The assault is between persons who have been family or household members residing together within the past year and are not residing together at the time of the assault.
 - e. (1) The assault is between persons who are in an intimate relationship or have been in an intimate relationship and have had contact within the past year of the assault. In determining whether persons are or have been in an intimate relationship, the court may consider the following nonexclusive list of factors:
 - (a) The duration of the relationship.
 - (b) The frequency of interaction.
 - (c) Whether the relationship has been terminated.
 - (d) The nature of the relationship, characterized by either party's expectation of sexual or romantic involvement.(2) A person may be involved in an intimate relationship with more than one person at a time.
2. **Emergency shelter services** include but are not limited to secure crisis shelters or housing for victims of domestic abuse.
3. a. **Family or household members** means spouses, persons cohabiting, parents, or other persons related by consanguinity or affinity.
 - b. **Family or household members** does not include children under age eighteen of persons listed in paragraph "a."
4. **Intimate relationship** means a significant romantic involvement that need not include sexual involvement. An intimate relationship does not include casual social relationships or associations in a business or professional capacity.

DATING VIOLENCE means violence committed by a person—(a) who is or has been in a social relationship of a romantic or intimate nature with the victim;

and (b) where the existence of such a relationship will be determined based on a consideration of the following factors:

- (i) The length of the relationship.
- (ii) The type of relationship.
- (iii) The frequency of interaction between the persons involved in the relationship.

There is no provision in the Iowa Code for Dating Violence. DMACC will use the Iowa Code's Assault criteria along with relationship factors to determine whether or not an incident constitutes Dating Violence under the Clery Act.

STALKING Means 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. Iowa Code 708.11 states:

STALKING

1. As used in this section, unless the context otherwise requires:
 - a. **ACCOMPANYING OFFENSE** means any public offense committed as part of the course of conduct engaged in while committing the offense of stalking.
 - b. **COURSE OF CONDUCT** means repeatedly maintaining a visual or physical proximity to a person without legitimate purpose or repeatedly conveying oral or written threats, threats implied by conduct, or a combination thereof, directed at or toward a person.
 - c. **IMMEDIATE FAMILY MEMBER** means a spouse, parent, child, sibling, or any other person who regularly resides in the household of a specific person, or who within the prior six months regularly resided in the household of a specific person.
 - d. **REPEATEDLY** means on two or more occasions.
2. A person commits stalking when all of the following occur:
 - a. The person purposefully engages in a course of conduct directed at a specific person that would cause a reasonable person to fear bodily injury to, or the death of, that specific person or a member of the specific person's immediate family.
 - b. The person has knowledge or should have knowledge that the specific person will be placed in reasonable fear of bodily injury to, or the death of, that specific person or a member of the specific person's immediate family by the course of conduct.
 - c. The person's course of conduct induces fear in the specific person of bodily injury to, or the death of, the specific person or a member of the specific person's immediate family.
3. a. A person who commits stalking in violation of this section commits a class "C" felony for a third or subsequent offense.
b. A person who commits stalking in violation of this section commits a class "D" felony if any of the following apply:
 - (1) The person commits stalking while subject to restrictions contained in a criminal or civil protective order or injunction, or any other court order that prohibits contact between the person and the victim, or while subject to restrictions contained in a criminal or civil protective order or injunction or other court order that prohibits contact between the person and another person against whom the person has committed a public offense.
 - (2) The person commits stalking while in possession of a dangerous weapon, as defined in section 702.7.
 - (3) The person commits stalking by directing a course of conduct at a specific person who is under eighteen years of age.
 - (4) The offense is a second offense.

c. A person who commits stalking in violation of this section commits an aggravated misdemeanor if the offense is a first offense that is not included in paragraph "b".

4. Violations of this section and accompanying offenses shall be considered prior offenses for the purpose of determining whether an offense is a second or subsequent offense. A conviction for, deferred judgment for, or plea of guilty to, a violation of this section or an accompanying offense which occurred at any time prior to the date of the violation charged shall be considered in determining that the violation charged shall be considered in determining that the violation charged is a second or subsequent offense. Deferred judgments pursuant to section 907.3 for violations of this section or accompanying offenses and convictions or the equivalent of deferred judgments for violations in any states under statutes substantially corresponding to this section or accompanying offenses shall be counted as previous offenses.

The courts shall judicially notice the statutes of other states that define offenses substantially equivalent to the offenses and can therefore be considered corresponding statutes. Each previous violation of this section or an accompanying offense on which conviction or deferral of judgement was entered prior to the date of the violation charged shall be considered and counted as a separate previous offense. In addition, however, accompanying offenses committed as part of the course of conduct engaged in while committing the violation of stalking shall be considered prior offenses for the purpose of that violation, even though the accompanying offenses occurred at approximately the same time. An offense shall be considered a second or subsequent offense regardless of whether it was committed upon the same person who was the victim of any other previous offense.

5. Notwithstanding section 804.1, rule of criminal procedure 2.7, Iowa court rules, or any other provision of law to the contrary, upon the filing of the complaint and a finding of probable cause to believe an offense has been committed in violation of this section, or after the filing of an indictment of information alleging a violation of this section, the court shall issue an arrest warrant, rather than a citation or summons. A peace officer shall not issue a citation in lieu of arrest for a violation of this section. Notwithstanding section 804.21 of any other provision of law to the contrary, a person arrested for stalking shall be immediately taken into custody and shall not be released pursuant to pretrial release guidelines, a bond schedule, or any similar device, until after the initial appearance before a magistrate. In establishing the conditions of release, the magistrate may consider the defendant's prior criminal history, in addition to the other factors provided in section 811.2.
6. For purposes of determining whether or not he person should register as a sex offender pursuant to the provisions of chapter 692A, the fact finder shall make a determination as provided in section 692A.126. .

STUDENT SERVICES FOR VICTIMS OF SEX OFFENSES

DMACC officials will offer the victim with an on-campus/off-campus advocate who will assist the victim in locating and connecting with on- and off-campus counseling resources. The victim will be provided with a DMACC Consent for Advocacy form (ES Form 4631) to be completed.

COUNSELING SERVICES

- A. Students who have been subject to sexual abuse/assault are encouraged to contact a DMACC Counselor. Additional information can be found at dmacc.edu/counseling/. Information about community resources can be found at dmacc.edu/counseling/documents/resourceguide.pdf.
- B. Faculty and staff who have been subject to sexual abuse/assault are

encouraged to access resources and services through the Employee Assistance Program (EAP) provided by Employee and Family Resources. 515-244-6090 or 1-800-327-4692 or www.efr.org/eap. Questions can be directed to DMACC Human Resources, Benefits Coordinator at 515-964-6258.

Also available is the Iowa Sexual Abuse Hotline (ISAH) (1-800-284-7821), which is Iowa's statewide 24-hour hotline for survivors of sexual abuse, their friends and family, and people concerned about the effects of sexual violence. Information can be found at: rvap.uiowa.edu. The ISAH, funded by a grant from the Department of Justice Crime Victim Assistance Program, is a place for callers to find a supportive listener and receive referral information.

OFF-CAMPUS SERVICES FOR SURVIVORS OF SEXUAL ASSAULT

CARROLL COUNTY

Domestic/Sexual Assault Outreach Center
888-356-2006

JASPER COUNTY

Domestic Violence and Sexual Assault Center
641-791-3446

POLK COUNTY

Polk County Crisis and Advocacy Services (formerly Victim Services)
515-286-3600 (main desk) or 515-286-3535

STORY & BOONE COUNTY

ACCESS (Assault Care Center Extending Shelter and Support)
Story County Business line: 515-292-0500
Boone County Business line: 515-432-3606
ACCESS Crisis line: 515-292-5378 or 1-800-203-3488 or
access@assaultcarecenter.org

For All Counties

Iowa Coalition Against Sexual Assault (Iowa CASA): 515-244-7424

ACADEMIC AND NEARBY LIVING CONDITIONS

If requested by the victim, DMACC officials will assist the victim in changing academic and living conditions after an alleged sexual assault incident, if such changes are reasonably available. If DMACC Security is provided (Ankeny & Urban Campuses), the victim will be offered escorts to and from classes, if desired.

DISCIPLINARY ACTIONS FOR SEXUAL OFFENSES

- A. In cases of an alleged sexual assault in which the accused is a student, the disciplinary procedure outlined in the DMACC Student Conduct/Discipline Procedure (ES 4630) will be followed:
- dmacc.edu/studentconduct.** Any student who is found to have violated a regulation governing student conduct will be subject to the following sanctions:
- REPRIMAND.** Written censure by the College. This written warning serves to remind the student that further violation of the student conduct code may result in more serious sanctions. A record of the disciplinary action is kept in the student's disciplinary file.
 - RESTITUTION.** Reimbursement for damage to or appropriation of DMACC property. Written notice will be sent to the student requiring restitution when the student has damaged or misappropriated DMACC property. Reimbursement may take the form of appropriate service to repair or compensate for damages.
 - CONDUCT PROBATION.** A period of review during which the student must demonstrate his/her ability to comply with all DMACC rules and regulations and other requirements stipulated for the probation period including limitation of activity or access

to College facilities.

- REENROLLMENT REQUIREMENTS.** A requirement to meet with the Executive Dean of Student Services and a designated group of College personnel and/or provide appropriate documentation relevant to the violation to demonstrate the student's readiness to return to the College prior to reenrolling in courses at the institution.

The college administrator will have the discretion to determine if the student can be reenrolled at the institution following the suspension period imposed by the College Judicial Hearing Board or if the suspension will be extended. A Student may appeal this decision using the established procedures in Section IX.

- EDUCATIONAL SANCTIONS.** A requirement to participate in a project, class, counseling, or other College-/community-sponsored activity that is relevant to the nature of the offense and appropriate for the violation at the student's expense.
 - SUSPENSION OR TERMINATION OF THE USE OF COLLEGE PROPERTY, RESOURCES OR ACTIVITIES.** A student's use of College property or resources involved in the offense, or a student's participation in activities associated with the offense, may be temporarily suspended or permanently terminated.
 - SUSPENSION FROM THE COLLEGE OR CERTAIN COURSES FOR A SPECIFIED PERIOD.** Suspension can be from a class, specific number of classes, program, or a campus. The privilege of readmission may depend on the fulfillment of certain conditions imposed by the College and/or the program. A suspended student may be prohibited from appearing on the campus, at attendance centers, at off-campus classes at cooperating agencies, or any activity sponsored by the College.
 - A RECOMMENDATION FOR EXPULSION**
- B. In cases of an alleged sexual assault in which the accused is a DMACC employee, the disciplinary procedure outlined in DMACC HR Procedure 3235 Discipline and Discharge will be followed: dmacc.edu/hr/hrpp/hr3235.pdf.
- If applicable, both the accuser and the accused will have the right to have advisors present during a disciplinary hearing.
 - If applicable, the accused student will be informed of the outcome of the disciplinary hearing.
 - The victim of a crime of violence or sex offense will be provided the report on the results of any disciplinary proceeding conducted by DMACC against a student who is the alleged perpetrator. If the victim is deceased as a result of the crime or offense, the next of kin shall be treated as the alleged victim for purposes of this paragraph.

INFORMATION REGARDING SEXUAL OFFENDERS

- Iowa law requires a person who has been convicted of certain sex offense crimes to register with the Sheriff in the county in which he/she resides. In addition, if he/she attends or works at an institution of higher education, he/she is required to register with the Sheriff in the county in which the institution is located.
- Community members wanting information regarding persons in the state of Iowa who have been convicted of a sex offense crime may visit iowasexoffender.gov.
- In accordance with Iowa law, persons whose names appear on any state offender registry are not allowed to live in apartments located on DMACC property or managed by DMACC.

DMACC ANKENY CAMPUS ANNUAL SECURITY REPORT 2019-2021

FOR THE CALENDAR YEARS JANUARY 1 TO DECEMBER 31

TYPE OF OFFENSES	YEARS	ON-CAMPUS	**ON-CAMPUS RESIDENTIAL FACILITIES	ADJACENT PUBLIC PROPERTY	TOTAL
OCCURRENCES OF SELECTED CAMPUS CRIMES					
Murder & Non Negligent Manslaughter	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Negligent Manslaughter	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Rape	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Forcible Fondling	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Statutory Rape	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Incest	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Aggravated Assault	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Robbery	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Burglary	2019	4	0	0	4
	2020	0	0	0	0
	2021	2	0	0	2
Motor Vehicle Theft	2019	1	1	0	1
	2020	0	0	0	0
	2021	0	0	0	0
Arson	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Domestic Violence	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Dating Violence	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Stalking	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
ARREST FOR SELECTED CRIMES					
Liquor Law Violations	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Drug Violations	2019	0	0	0	0
	2020	1	0	0	1
	2021	0	0	0	0
Weapons Violations	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
STUDENT DISCIPLINARY REFERRALS					
Liquor Law Violations	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Drug Violations	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Weapons Violations	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0

**Crimes reported in the Campus View residence facilities are also included in the On-Campus category (i.e., counted in both categories). Note: None of the above crimes are considered hate crimes. Note: Categories for crimes on Non-Campus property have been omitted because DMACC does not own or control any Non-Campus property.

DMACC URBAN CAMPUS ANNUAL SECURITY REPORT 2019-2021

FOR THE CALENDAR YEARS JANUARY 1 TO DECEMBER 31

TYPE OF OFFENSES	YEARS	ON-CAMPUS	ADJACENT PUBLIC PROPERTY	TOTAL
OCCURRENCES OF SELECTED CAMPUS CRIMES				
Murder & Nonnegligent Manslaughter	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Negligent Manslaughter	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Rape	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Forcible Fondling	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Statutory Rape	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Incest	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Aggravated Assault	2019	3	0	3
	2020	0	0	0
	2021	0	0	0
Robbery	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Burglary	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Motor Vehicle Theft	2019	0	2	2
	2020	0	0	0
	2021	0	0	0
Arson	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Domestic Violence	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Dating Violence	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Stalking	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
ARREST FOR SELECTED CRIMES				
Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Drug Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Weapons Violations	2019	0	1	1
	2020	0	0	0
	2021	0	0	0
STUDENT DISCIPLINARY REFERRALS				
Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Drug Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Weapons Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0

Note: None of the above crimes are considered hate crimes. Note: Categories for crimes on Non-Campus property have been omitted because DMACC does not own or control any Non-Campus property.

DMACC CARROLL CAMPUS ANNUAL SECURITY REPORT 2019-2021

FOR THE CALENDAR YEARS JANUARY 1 TO DECEMBER 31

TYPE OF OFFENSES	YEARS	ON-CAMPUS	**NON-CAMPUS RESIDENTIAL	NON-CAMPUS PROPERTY	ADJACENT PUBLIC PROPERTY	TOTAL
OCCURRENCES OF SELECTED CAMPUS CRIMES						
Murder & Nonnegligent Manslaughter	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Negligent Manslaughter	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Rape	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Forcible Fondling	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Statutory Rape	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Incest	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Aggravated Assault	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Robbery	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Burglary	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Motor Vehicle Theft	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Arson	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Domestic Violence	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Dating Violence	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Stalking	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
ARREST FOR SELECTED CRIMES						
Liquor Law Violations	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Drug Violations	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Weapons Violations	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
STUDENT DISCIPLINARY REFERRALS						
Liquor Law Violations	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Drug Violations	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Weapons Violations	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0

**Crimes reported in the New Hope Village residence facilities are not included in the On-Campus category (ie counted in both categories) as this facility is a Non-Campus residence.
Note: None of the above crimes are considered hate crimes.

DMACC NEWTON CAMPUS ANNUAL SECURITY REPORT 2019-2021

FOR THE CALENDAR YEARS JANUARY 1 TO DECEMBER 31

TYPE OF OFFENSES	YEARS	ON-CAMPUS	ADJACENT PUBLIC PROPERTY	TOTAL
OCCURRENCES OF SELECTED CAMPUS CRIMES				
Murder & Nonnegligent Manslaughter	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Negligent Manslaughter	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Rape	2019	1	0	1
	2020	0	0	0
	2021	0	0	0
Forcible Fondling	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Statutory Rape	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Incest	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Aggravated Assault	2019	1	0	1
	2020	0	0	0
	2021	0	0	0
Robbery	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Burglary	2019	3	0	3
	2020	0	0	0
	2021	1	0	1
Motor Vehicle Theft	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Arson	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Domestic Violence	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Dating Violence	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Stalking	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
ARREST FOR SELECTED CRIMES				
Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Drug Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Weapons Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
STUDENT DISCIPLINARY REFERRALS				
Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Drug Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Weapons Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0

Note: None of the above crimes are considered hate crimes.
 Note: Categories for crimes on Non-Campus property have been omitted because DMACC does not own or control any Non-Campus property.

DMACC BOONE CAMPUS ANNUAL SECURITY REPORT 2019-2021

FOR THE CALENDAR YEARS JANUARY 1 TO DECEMBER 31

TYPE OF OFFENSES	YEARS	ON-CAMPUS	NON-CAMPUS PROPERTIES	**ON-CAMPUS RESIDENTIAL FACILITIES	ADJACENT PUBLIC PROPERTY	TOTAL
OCCURRENCES OF SELECTED CAMPUS CRIMES						
Murder & Nonnegligent Manslaughter	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Negligent Manslaughter	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Rape	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Forcible Fondling	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Statutory Rape	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Incest	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Aggravated Assault	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Robbery	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Burglary	2019	0	0	2	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Motor Vehicle Theft	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Arson	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Domestic Violence	2019	1	0	1	0	1
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Dating Violence	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Stalking	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
ARREST FOR SELECTED CRIMES						
Liquor Law Violations	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Drug Violations	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	1	0	1	0	1
Weapons Violations	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
STUDENT DISCIPLINARY REFERRALS						
Liquor Law Violations	2019	0	0	0	0	0
	2020	13	0	13	0	13
	2021	0	0	0	0	0
Drug Violations	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0
Weapons Violations	2019	0	0	0	0	0
	2020	0	0	0	0	0
	2021	0	0	0	0	0

**Crimes reported in the Borgen Square residence facilities are also included in the On-Campus category (i.e., counted in both categories). Note: None of the above crimes are considered hate crimes. Note: Categories for crimes on Non-Campus property have been omitted because DMACC does not own or control any Non-Campus property.

DMACC WEST DES MOINES CAMPUS ANNUAL SECURITY REPORT 2019-2021

FOR THE CALENDAR YEARS JANUARY 1 TO DECEMBER 31

TYPE OF OFFENSES	YEARS	ON-CAMPUS	ADJACENT PUBLIC PROPERTY	TOTAL
OCCURRENCES OF SELECTED CAMPUS CRIMES				
Murder & Nonnegligent Manslaughter	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Negligent Manslaughter	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Rape	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Forcible Fondling	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Statutory Rape	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Incest	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Aggravated Assault	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Robbery	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Burglary	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Motor Vehicle Theft	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Arson	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Domestic Violence	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Dating Violence	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Stalking	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
ARREST FOR SELECTED CRIMES				
Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Drug Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Weapons Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
STUDENT DISCIPLINARY REFERRALS				
Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Drug Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Weapons Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0

Note: None of the above crimes are considered hate crimes.
 Note: Categories for crimes on Non-Campus property have been omitted because DMACC does not own or control any Non-Campus property.

DMACC HUNZIKER CENTER ANNUAL SECURITY REPORT 2019-2021

FOR THE CALENDAR YEARS JANUARY 1 TO DECEMBER 31

TYPE OF OFFENSES	YEARS	ON-CAMPUS	ADJACENT PUBLIC PROPERTY	TOTAL
OCCURRENCES OF SELECTED CAMPUS CRIMES				
Murder & Nonnegligent Manslaughter	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Negligent Manslaughter	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Rape	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Forcible Fondling	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Statutory Rape	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Incest	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Aggravated Assault	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Robbery	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Burglary	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Motor Vehicle Theft	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Arson	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Domestic Violence	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Dating Violence	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Stalking	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
ARREST FOR SELECTED CRIMES				
Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Drug Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Weapons Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
STUDENT DISCIPLINARY REFERRALS				
Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Drug Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Weapons Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0

Note: None of the above crimes are considered hate crimes.

Note: Categories for crimes on Non-Campus property have been omitted because DMACC does not own or control any Non-Campus property.

DMACC SOUTHRIDGE AND SUCCESS CENTER ANNUAL SECURITY REPORT 2019-2021

FOR THE CALENDAR YEARS JANUARY 1 TO DECEMBER 31

TYPE OF OFFENSES	YEARS	ON-CAMPUS	NON-CAMPUS PROPERTY	ADJACENT PUBLIC PROPERTY	TOTAL
OCCURRENCES OF SELECTED CAMPUS CRIMES:					
Murder & Nonnegligent Manslaughter	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Negligent Manslaughter	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Rape	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Forcible Fondling	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Statutory Rape	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Incest	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Aggravated Assault	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Robbery	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Burglary	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Motor Vehicle Theft	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Arson	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Domestic Violence	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Dating Violence	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Stalking	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
ARREST FOR SELECTED CRIMES					
Liquor Law Violations	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Drug Violations	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Weapons Violations	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
STUDENT DISCIPLINARY REFERRALS					
Liquor Law Violations	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Drug Violations	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Weapons Violations	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0

Note: None of the above crimes are considered hate crimes. Note: Categories for crimes on Non-Campus property have been omitted because DMACC does not own or control any Non-Campus property.

DMACC TRANSPORTATION INSTITUTE ANNUAL SECURITY REPORT 2019-2021

FOR THE CALENDAR YEARS JANUARY 1 TO DECEMBER 31

TYPE OF OFFENSES	YEARS	ON-CAMPUS	ADJACENT PUBLIC PROPERTY	TOTAL
OCCURRENCES OF SELECTED CAMPUS CRIMES:				
Murder & Nonnegligent Manslaughter	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Negligent Manslaughter	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Rape	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Forcible Fondling	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Statutory Rape	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Incest	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Aggravated Assault	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Robbery	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Burglary	2019	0	0	0
	2020	1	0	1
	2021	0	0	0
Motor Vehicle Theft	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Arson	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Domestic Violence	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Dating Violence	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Stalking	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
ARREST FOR SELECTED CRIMES				
Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Drug Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Weapons Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
STUDENT DISCIPLINARY REFERRALS				
Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Drug Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Weapons Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0

Note: None of the above crimes are considered hate crimes. Note: Categories for crimes on Non-Campus property have been omitted because DMACC does not own or control any Non-Campus property.

DMACC CAPITOL CENTER/IOWA BUILDING ANNUAL SECURITY REPORT 2019-2021

FOR THE CALENDAR YEARS JANUARY 1 TO DECEMBER 31

TYPE OF OFFENSES	YEARS	ON-CAMPUS	ADJACENT PUBLIC PROPERTY	TOTAL
OCCURRENCES OF SELECTED CAMPUS CRIMES:				
Murder & Nonnegligent Manslaughter	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Negligent Manslaughter	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Rape	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Forcible Fondling	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Statutory Rape	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Incest	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Aggravated Assault	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Robbery	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Burglary	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Motor Vehicle Theft	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Arson	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Domestic Violence	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Dating Violence	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Stalking	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
ARREST FOR SELECTED CRIMES				
Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Drug Violations	2019	0	0	0
	2020	0	0	0
	2021	1	0	1
Weapons Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
STUDENT DISCIPLINARY REFERRALS				
Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Drug Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Weapons Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0

**Crimes reported in the residence facilities (Borgen Square & Campus View) are also included in the On-Campus category (i.e., counted in both categories).
 Note: None of the above crimes are considered hate crimes. Note: Categories for crimes on Non-Campus property have been omitted because DMACC does not own or control any Non-Campus property.

DMACC VANKIRK CENTER ANNUAL SECURITY REPORT 2019-2021

FOR THE CALENDAR YEARS JANUARY 1 TO DECEMBER 31

TYPE OF OFFENSES	YEARS	ON-CAMPUS	ADJACENT PUBLIC PROPERTY	TOTAL
OCCURRENCES OF SELECTED CAMPUS CRIMES:				
Murder & Nonnegligent Manslaughter	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Negligent Manslaughter	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Rape	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Forcible Fondling	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Statutory Rape	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Incest	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Aggravated Assault	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Robbery	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Burglary	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Motor Vehicle Theft	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Arson	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Domestic Violence	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Dating Violence	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Stalking	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
ARREST FOR SELECTED CRIMES				
Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Drug Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Weapons Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
STUDENT DISCIPLINARY REFERRALS				
Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Drug Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Weapons Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0

Note: None of the above crimes are considered hate crimes. Note: Categories for crimes on Non-Campus property have been omitted because DMACC does not own or control any Non-Campus property.

DMACC DALLAS COUNTY FARM ANNUAL SECURITY REPORT 2019-2021

FOR THE CALENDAR YEARS JANUARY 1 TO DECEMBER 31

TYPE OF OFFENSES	YEARS	ON-CAMPUS	ADJACENT PUBLIC PROPERTY	TOTAL
OCCURRENCES OF SELECTED CAMPUS CRIMES:				
Murder & Nonnegligent Manslaughter	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Negligent Manslaughter	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Rape	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Forcible Fondling	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Statutory Rape	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Incest	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Aggravated Assault	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Robbery	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Burglary	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Motor Vehicle Theft	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Arson	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Domestic Violence	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Dating Violence	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Stalking	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
ARREST FOR SELECTED CRIMES				
Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Drug Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Weapons Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
STUDENT DISCIPLINARY REFERRALS				
Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Drug Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Weapons Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0

Note: None of the above crimes are considered hate crimes. Note: Categories for crimes on Non-Campus property have been omitted because DMACC does not own or control any Non-Campus property.

MISSING STUDENT PROCEDURES

I. INSTITUTIONAL REGULATION

The purpose of this policy is to establish procedures for DMACC's response to reports of missing students, as required by the Higher Education Opportunity Act (HEOA) of 2008.

II. SCOPE

A. This policy applies to students who reside in DMACC-operated campus housing or student housing physically located on DMACC property operated by an outside contractor.

III. DEFINITIONS

A. For purposes of this policy, a student may be considered to be a "missing student" if the student's absence is contrary to his/her usual pattern of behavior and unusual circumstances may have caused the absence. Such circumstances could include, but not be limited to, a report or suspicion that the missing person may be the victim of foul play, has expressed suicidal thoughts, is drug dependent, is in a life-threatening situation, or has been with persons who may endanger the student's welfare.

IV. PROCEDURES

A. Designation of Confidential Emergency Contact Information. Students will be given the opportunity annually to designate an individual or individuals to be contacted by the College in accordance with the procedures set forth below.

- i. Boone Campus—per housing contract
- ii. Other student housing located on DMACC property—per housing contract
 - a. A designation will remain in effect until changed or revoked by the student.
 - b. This information will be maintained confidentially and will be made available only to the DMACC Boone Campus Provost's Office and Executive Dean of Student Services.
 - c. Students who do not designate a contact person should be aware that local law enforcement will be immediately notified in the case that they are believed to be a 'missing student.'

B. Official notification procedures for missing students

1. Any individual on campus who has information that a residential student may be a missing student must notify the appropriate campus office (Boone Campus—Provost Office; Ankeny Campus—Executive Dean of Student Services) as soon as possible and, in no event, later than 24 hours after making this determination.
2. The contacted DMACC official will gather all essential information about the residential student from the reporting person and from the student's acquaintances (description, clothes last worn, where student might be, who student might be with, vehicle description, information about the physical and mental well-being of the student, an up-to-date photograph, class schedule, etc.). Appropriate

campus staff will be notified to aid in the search for the student and the confidential contact person listed on the DMACC Housing Application will be notified.

If the above actions are unsuccessful in locating the student or it is apparent immediately that the student is a missing person (e.g., witnessed abduction), no later than 24 hours after the Provost's Office (Boone Campus)/Executive Dean of Student Services determines that a residential student is missing:

- a. The Provost's Office/Executive Dean of Student Services will contact the appropriate local law enforcement agency to report the student as a missing person and the local law enforcement agency will take charge of the investigation; and
 - b. The Provost or Executive Dean of Student Services will notify the emergency contact that the student is believed to be missing.
- C. Campus communications about missing students.
1. In cases involving missing students, law enforcement personnel are best situated to provide information to the media that is designed to elicit public assistance in the search for a missing student. Therefore, all communications regarding missing students will be handled by outside law enforcement authorities, who may consult with the Provost/Executive Dean of Student Services. All inquiries to the College regarding missing students, or information provided to any individual at the College about a missing student, shall be referred to the Provost/ Executive Dean of Student Services, who shall refer such inquiries and information to law enforcement authorities.
 2. Prior to providing the DMACC community with any information about a missing student, the Provost/Executive Dean of Student Services shall consult with the President's Office and with local law enforcement authorities to ensure that communications do not hinder the investigation.

FIRE SAFETY REPORT

2021 CAMPUS FIRE SAFETY ANNUAL COMPLIANCE REPORT

The Higher Education Opportunity Act (HEOA) became Public Law 110–315 in August 2008, requiring all institutions of higher education that provide residential housing facilities for students to develop an annual fire safety report. Contents of this report reflect the requirements outlined in HEOA, which are included in the Des Moines Area Community College campus fire safety program. Elements of the campus fire safety program consist of: fire prevention policies and practices, fire safety educational and training initiatives, description of fire protection equipment in the Boone Borgen Square Apartments, Ankeny Campus View Apartments, Carroll New Hope Village Apartments, Prairie Pointe Student Living, and Campus Town Apartments emergency evacuation procedures, fire safety statistics, and proposed plans for future improvements to the campus fire safety program. The annual fire safety report summarizes the elements of the campus fire safety program, which is administered and maintained by the DMACC Physical Plant, Safety Office. This public disclosure is intended to inform current and prospective students and employees of the fire safety programs and policies in place at DMACC, and DMACC's state of readiness to detect and respond appropriately to fire-related emergencies. This report can be viewed online at:

dmacc.edu/Safety/Documents/annualsecurityreport.pdf.

Hard copies of the report are available for public review by calling 515-964-6612 or by visiting the DMACC Physical Plant. The Physical Plant is open Monday through Friday, 7:30 a.m. to 4:00 p.m. excluding holidays.

PROGRAM OBJECTIVES

It is the policy of DMACC to endeavor through astute observation and established industry practices to promote safe environmental conditions for faculty, staff, students and visitors that are free from foreseeable fire hazards. The primary objective of the campus fire safety program is to recognize hazardous conditions and take appropriate action before such conditions result in a fire emergency.

This goal is accomplished by:

- ▶ Conducting periodic review and update of fire prevention policies.
- ▶ Conducting regularly scheduled fire drills in DMACC-owned apartments and College buildings.
- ▶ Promoting fire safety awareness by conducting regularly scheduled training programs on fire prevention and emergency evacuation procedures, as well as providing up-to-date emergency evacuation maps specific to each College location.
- ▶ Inspecting, testing and maintaining fire protection systems in accordance with National Fire Protection Association (NFPA) standards and Occupational Safety and Health Administration (OSHA) standards.
- ▶ Performing plan review and code consultation related to current capital improvement and remodeling projects.
- ▶ Mitigating fire hazards utilizing the information provided from regularly scheduled fire safety inspections performed by DMACC and DMACC's property insurance loss control consultant and fire protection consultants.

FIRE PREVENTION POLICIES AND PROCEDURES

Several fire prevention policies and procedures have been developed and implemented in an effort to complement the program objectives. NFPA, OSHA and the DMACC Emergency Procedures Guide were referenced during the development of these policies. DMACC houses students in five apartment buildings at the Boone Campus and one apartment building at the Carroll Campus, and privately owned Campus View Apartments on the Ankeny Campus.

If a student or employees see a fire, they should notify 911 immediately. After the fire has been extinguished, Ankeny Security should be called at 515-964-6500 or 5-6500 (on campus) to report a fire has occurred and known details of the fire.

A SUMMARY OF FIRE PREVENTION POLICIES AND PROCEDURES FOR THE BOONE BORGEN SQUARE APARTMENTS

HOLIDAY DECORATIONS

Holiday garland and cut trees (e.g., Christmas trees) are at an increased risk for fire. These decorations and others similar to it are not permitted in DMACC Borgen Square Apartments Student Housing.

CANDLES/OPEN FLAME/GRILLS

Incense, candles and/or any other open-flame device is not permitted in the DMACC owned Student Housing. This includes barbecue grills. Violations of this rule may result in a \$100 fine

FIRE HAZARDS, COMBUSTIBLE FLUIDS AND HAZARDOUS CHEMICALS

Explosive, flammable and/or toxic liquid, gas or other materials are prohibited on the property. This includes, but is not limited to, dry ice, fireworks, and fog and smoke machines. Violation of this rule carries a \$100 fine.

FIRE SAFETY EQUIPMENT

Residents' proper response to fire alarms is required. At the sound of a fire alarm, residents and their guests must evacuate the apartment building. Individuals may reenter the building only upon receiving permission from the housing staff. Tampering with fire safety equipment is prohibited. Violations may include, but are not limited to, disengaging a smoke alarm (e.g., removing the batteries or covering a smoke alarm). Triggering a fire alarm or activating a fire extinguisher in the absence of a fire will result in a \$500 fine.

SMOKING

The use of tobacco products, which include smokeless or smoking tobacco, is prohibited on all campuses and all attendance facilities in compliance with state law. Residents and/or their guests found responsible for using smokeless or smoking tobacco in the DMACC Borgen Square Apartments or on the property are subject to a \$50 fine.

FIRE SAFETY EDUCATION AND TRAINING INITIATIVES

The Student Housing Director and all Assistant Directors receive fire safety

training prior to the start of every Fall semester. Topics include a review of the fire prevention policies, weather safety and emergency evacuation procedures. In addition, each apartment has emergency evacuation maps posted to direct occupants to primary and secondary exits. Fire drills are conducted each Fall and Spring semester in coordination with Physical Plant, and the City of Boone Fire Department. Fire safety training programs are also provided to other student, staff and faculty groups on campus by request. This program typically consists of a brief review of fire prevention policies and evacuation procedures.

DMACC EMERGENCY AND SAFETY PROCEDURES

Information about DMACC's safety and emergency procedures including procedures for weather, evacuations, fire and medical emergencies can be found at www.dmacc.edu/safety.

FIRE EVACUATION PROCEDURES

A fire extinguisher is in each apartment. It is the resident's responsibility to know where it is located and how to use it.

In case the fire cannot be controlled by the fire extinguisher:

- ▶ EVACUATE the apartment and immediately dial 911.
- ▶ Notify residents in the neighboring apartments by knocking on doors on your way out of the building.
- ▶ Notify the Hall Director(s) and Director of Student Housing immediately.
- ▶ Residents and their guests are required to evacuate the building when the fire alarm sounds.
- ▶ They are not allowed to reenter the building until directed to do so by housing staff.

A SUMMARY OF FIRE PREVENTION POLICIES AND PROCEDURES FOR THE ANKENY CAMPUS VIEW APARTMENTS

SMOKING POLICY

DMACC does not allow smoking on campus property, including all residential facilities.

FIRE

The burning of candles and incense is not allowed in any apartment. Halogen lamps are not permitted due to the potential fire hazard. Tampering with or damaging fire safety equipment is a violation of state law and violators may be prosecuted and/or fined. Due to the severity of a tampering violation, a meeting may be held on your residential status at Campus View Apartments. Burning candles and/or incense violation: \$50 fine. Fire Safety equipment tampering violation: \$200 fine plus the maintenance cost of cleaning, repairing or replacing/fire safety equipment.

ELECTRICAL WIRING

Tenants shall not use temporary wiring or extension cords running directly from portable electric fixtures to convenience outlets, beneath floor coverings, or through doorways, transoms or similar structural elements. Tenant shall not knowingly overload the circuitry of the dwelling unit. The use of extension cords shall only be limited to heavy-duty cords with surge protectors as per City Code regulations. Fine: \$50 for each occurrence.

BASEBOARD HEATERS

Do not place any items within 2 inches of the baseboard heaters due to fire hazard. \$50 fine.

FIRE EVACUATION

Fire evacuation practices will be held on a regular basis. All residents must vacate the building upon hearing the alarm, and not reenter until an ALL CLEAR is given by staff. Failure to cooperate in evacuation of the building is a violation of state law, and violators may be prosecuted and/or fined. If a fire alarm sounds, it is critically important for evacuation to occur quickly and safely. Your safety is of the utmost importance to the Residence staff. As a residential student, you are a member of a community that truly cares for your well-being. During a fire situation, it is important to stay calm and exit the building in an orderly fashion. Evacuation information is located on each stairwell. Please refer to this information and become educated in our evacuation process. It is essential that you evacuate the building and relocate in the parking lots away from the building. Evacuation violation: \$100 fine.

SMOKE DETECTORS

Tenants shall test detectors at least every other week and report problems in writing to the landlord immediately. Tenants shall replace batteries as necessary. Tenants shall not tamper with detectors, disable detectors or deliberately remove batteries. There is a fine of \$50 per smoke detector if tampered with by Tenant in any way (at any time the landlord finds a smoke detector without a battery or disabled).

HAZARDOUS MATERIALS

Tenant shall not keep on the premises any item of a dangerous, flammable or explosive character that might unreasonably increase the danger of fire or explosion on the premises or that might be considered hazardous or extra hazardous by any responsible insurance company.

A SUMMARY OF FIRE PREVENTION POLICIES AND PROCEDURES FOR THE CARROLL NEW HOPE VILLAGE APARTMENTS

HOLIDAY DECORATIONS

Holiday garland and cut trees (e.g., Christmas trees) are at an increased risk for fire. These decorations and others similar to it are not permitted in DMACC Student Housing.

CANDLES/OPEN FLAME/GRILLS

Incense, candles and/or any other open flame device is not permitted. This includes barbecue grills. Violations of this rule may result in a \$100 fine.

FIRE HAZARDS, COMBUSTIBLE FLUIDS AND HAZARDOUS CHEMICALS

Explosive, flammable and/or toxic liquid, gas or other materials are prohibited on the property. This includes, but is not limited to, dry ice, fireworks, and fog and smoke machines. Violation of this rule carries a \$100 fine.

FIRE SAFETY EQUIPMENT

Residents' proper response to fire alarms is required. At the sound of a fire alarm, residents and their guests must evacuate the apartment building.

Individuals may reenter the building only upon receiving permission from the housing staff. Tampering with fire safety equipment is prohibited. Violations may include, but are not limited to, disengaging a smoke alarm (e.g., removing the batteries or covering a smoke alarm). Triggering a fire alarm or activating a fire extinguisher in the absence of a fire will result in a \$500 fine.

SMOKING

The use of tobacco products, which include smokeless or smoking tobacco, is prohibited on all campuses and all attendance facilities in compliance with state law. Residents and or their guests found responsible for using smokeless or smoking tobacco in or on the property are subject to a \$50 fine.

FIRE SAFETY EDUCATION AND TRAINING INITIATIVES

The Student Housing Director and all Assistant Directors receive fire safety training prior to the start of every Fall semester. Topics include a review of the fire prevention policies, weather safety and emergency evacuation procedures. In addition, each apartment has emergency evacuation maps posted to direct occupants to primary and secondary exits. Fire drills are conducted each Fall and Spring semester in coordination with Physical Plant, and the City of Carroll Fire Department. Fire safety training programs are also provided to other student, staff and faculty groups on campus by request. This program typically consists of a brief review of fire prevention policies and evacuation procedures.

DMACC EMERGENCY AND SAFETY PROCEDURES

Information about DMACC's safety and emergency procedures including procedures for weather, evacuations, fire and medical emergencies can be found at dmacc.edu/safety.

FIRE EVACUATION PROCEDURES

A fire extinguisher is in each apartment. It is the resident's responsibility to know where it is located and how to use it.

In case the fire cannot be controlled by the fire extinguisher:

- ▶ EVACUATE the apartment and immediately dial 911.
- ▶ Notify residents in the neighboring apartments by knocking on doors on your way out of the building.
- ▶ Notify the Director of Student Housing immediately.
- ▶ Residents and their guests are required to evacuate the building when the fire alarm sounds.
- ▶ They are not allowed to reenter the building until directed to do so by housing staff.

A SUMMARY OF FIRE PROTECTIVE FEATURES IN THE BOONE BORGES SQUARE APARTMENTS, ANKENY CAMPUS VIEW APARTMENTS AND THE CARROLL NEW HOPE VILLAGE APARTMENTS

BOONE BORGES SQUARE APARTMENTS

Boone Apartments are monitored by a supervised fire alarm system equipped with a public address panel. The hallways in the core of the complex and each bedroom are protected by an automatic, supervised wet

pipe sprinkler system that is integrated with the fire alarm system. The fire alarm system is continuously monitored and supervised by NECO.

Multipurpose ABC dry chemical fire extinguishers are installed in each apartment as well as throughout the common areas and mechanical spaces in the complex.

Other features include emergency lights and exit signs to illuminate the means of egress.

CAMPUS VIEW APARTMENTS IN ANKENY

Campus View Apartments are monitored by a supervised fire alarm system equipped with a public address panel. The new wing to the east is protected by an automatic sprinkler system and a dry extinguisher system in the attic that is integrated with the fire alarm system. The fire alarm system is continuously monitored and supervised by ATECH.

Multipurpose ABC dry chemical fire extinguishers are throughout the common areas and mechanical spaces in the complex.

Other features include emergency lights and exit signs to illuminate the means of egress.

Emergency evacuation procedures for students and employees inhabiting other campus buildings can be found in the DMACC Emergency Procedures Guide. The Emergency Procedures Guides are posted in classrooms, offices and other places of public assembly across campus.

Private security service measures may include uniformed security guards, closed-circuit television, building security systems, exterior lighting, courtesy phones, and attention to landscaping materials. Afternoon and evening DMACC Security officers inspect campus exterior lighting and exterior door locks on a regular basis and if maintenance is required, they issue a Work Order for the repair.

NEW HOPE VILLAGE APARTMENTS IN CARROLL

New Hope Village Apartments are monitored by a supervised fire alarm system equipped with a public address panel. The commons area and bedrooms are protected by an automatic, supervised wet pipe sprinkler system that is integrated with the fire alarm system. The fire alarm system is continuously monitored and supervised by Feld Fire.

Multipurpose ABC dry chemical fire extinguishers are installed in each apartment as well as throughout the common areas in the complex.

Other features include emergency lights and exit signs to illuminate the means of egress.

DMACC Annual Fire Safety Statistics 2019–2021

for Calendar Years January 1 to December 31

DMACC Campus Location	2019			2020			2021		
	No. of Fires	No. of Injuries due to Fires	No. of Deaths due to Fires	No. of Fires	No. of Injuries due to Fires	No. of Deaths due to Fires	No. of Fires	No. of Injuries due to Fires	No. of Deaths due to Fires
Ankeny Campus View Apartments	0	0	0	0	0	0	0	0	0
Boone Borgen Square Apartments	0	0	0	0	0	0	0	0	0
Carroll New Hope Village Apartments	0	0	0	0	0	0	0	0	0
Note: The first year for reporting Fire Safety Statistics was 2009.									

