

Annual Security Report (ASR) and Fire Safety Report (AFSR)



DOANE
UNIVERSITY

2024

(* Reporting period for this report is January 1, 2023 – December 31, 2023)

Annual Security Report (ASR) 2024

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I. Geography

Office/Individual responsible	Public Safety Office/Public Safety Director
Location where documentation is kept (all campuses)	Public Safety Office (Padour Walker Building, Crete, NE)
Date information was last updated	September 1, 2024

I.1. Buildings and Properties – Crete Campus

I.1.1. Address - 1014 Boswell, Crete NE 68333

I.1.1.1. Note: All Crete campus buildings have the same address (e.g., 1014 Boswell)

I.1.2. Building and Property Classification List – Doane Crete is a **residential** campus with a traditional student population.

Building	Location Type	Classification
Al Papik Press Box	On campus	Press Box
Art and Education Building	On campus	Academic
Bauer House	On campus	Presidents Home
Brodie Hall	On Campus	Student Housing
Communications	On campus	Academic
Conservatory	On campus	Academic
Crete Golf Course (1225 E 4 th St. Crete, NE)	Off campus	Lease to City
Faculty Apartments	On campus	Employee Housing
Fairchild Apartments	On campus	Rentals
Fieldhouse	On campus	Athletic
Frees Hall	On campus	Student Housing
Gaylord Hall	On campus	Academic
Haddix Recreational Center	On campus	Athletic
Hansen Hall	On campus	Student Housing
Ledon Concession Stand	On campus	Concession Stand
Lied Math and Science	On campus	Academic
Martin Building	On campus	Facilities
Observatory	On campus	Academic
Padour Walker	On campus	Business Office
Perry Campus Center	On campus	Student Center
Sheldon Hall	On campus	Student Housing
Smith Hall	On campus	Student Housing

I.2. Buildings and Properties – Lincoln Campus

I.2.1. Addresses (see below) – Lincoln, NE 68504

I.2.2. Building and Property Classification List – Doane Lincoln is a non-residential campus with a non-traditional student population who attend morning, evening, and select weekend classes.

Building	Location Type	Classification	Address
Fred Brown Building	On campus	Academic	303 N 52 nd St
Masters in Counseling Building	On campus	Academic	5101 Central Park Dr.
5000 CPD Building	On Campus	Academic	5000 Central Park Dr.

I.3. Buildings and Properties – **Omaha Campus**

I.3.1. Address – 4020 South 147th St, Omaha, NE 68137

I.3.2. Building and Property Classification List – Doane Omaha is a non-residential campus with a non-traditional student population. This campus is in Omaha, Nebraska.

Building	Location Type	Classification
Altech Business Park	Rented business space	Academic

I.5. Non-Campus Buildings

I.5.1. Locations where Doane conducts classes or non-owned property where the University has a written lease/control document and a reportable crime, arrest, or referral has occurred will be listed below by location. All these locations fall under the College of Education (COE) and are reportable under Doane Lincoln.

Class Location	Address	City, State, Zip	Classification
ESU #9	1117 E South St	Hastings, NE 68901	Academic
Norfolk Middle School & H/S	1221 N. First Street	Norfolk, NE 68701	Academic
Norris M/S-H/S	308 South 6th St	Norris, NE 68509	Academic
Countryside Church	8787 Pacific Street	Omaha, NE 68099	Academic
ESU 3	6940 S 110 th	LaVista, NE 68128	Academic
Methodist Community College (Clark Building)	720 N 87 th Street	Omaha, NE 68114	Academic
O'Neill High School	540 E Hynes	O'Neill, NE 68763	Academic
ESU 6	210 5 th Street	Milford, NE 68405	Academic

Westside High West Campus	3534 South 108 th	Omaha, NE 68114	Academic
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I.6. Trips to Off-Campus Locations

I.6.1. Doane University tracks student repeated use locations (for school-sponsored overnight trips) and short-stay away trips where the institution owns or controls the location.

I.6.2. Validated by documentation (primarily financial records and employee reports), the Public Safety Office sends a letter to the law enforcement agency in the City and State where the students stayed asking for data on Clery/VAWA-related incidents (including hate crimes) that occurred at that location during the time of the overnight trip.

I.6.3. When law enforcement agencies respond (Note: Law Enforcement is not required by law to reply to our requests), the University reviews received reports for any incidents noted. Our annual report statistics would include those incidents reported to Doane that fell under Clery/VAWA reporting requirements.

I.6.4. The Public Safety Office keeps a record of all letters sent to those law enforcement agencies.

I.6.4.1. Note: The Department of Education (DoE) does not require institutions to list the location of these stays in the ASR if there are no reports that indicate a reportable offense during the student's stay.

I.6.4.2. For quick reference, any reports by agencies under the above-noted criteria would be noted below: (all campuses noted)

Year	Reports received related to overnight “repeated use” or short-stay trips (Crete, Lincoln, Omaha)
2021	0
2022	0
2023	0

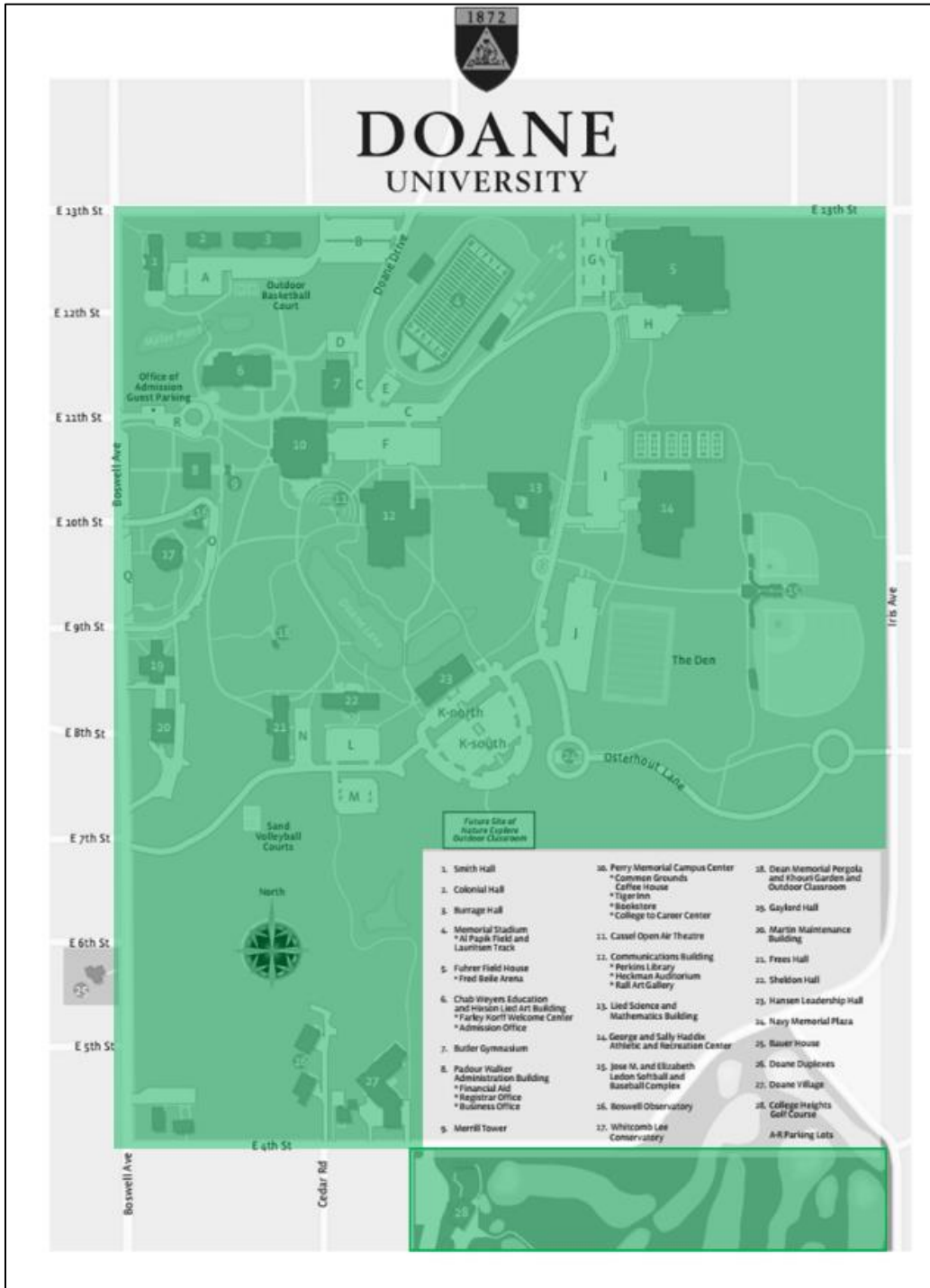
I.7. Clery Geography Maps

I.7.1. The maps below (areas marked in green) indicate the campus property owned, controlled, or reasonably contiguous to our campuses. The maps provided are for our Doane Crete, Lincoln, and Omaha campus buildings.

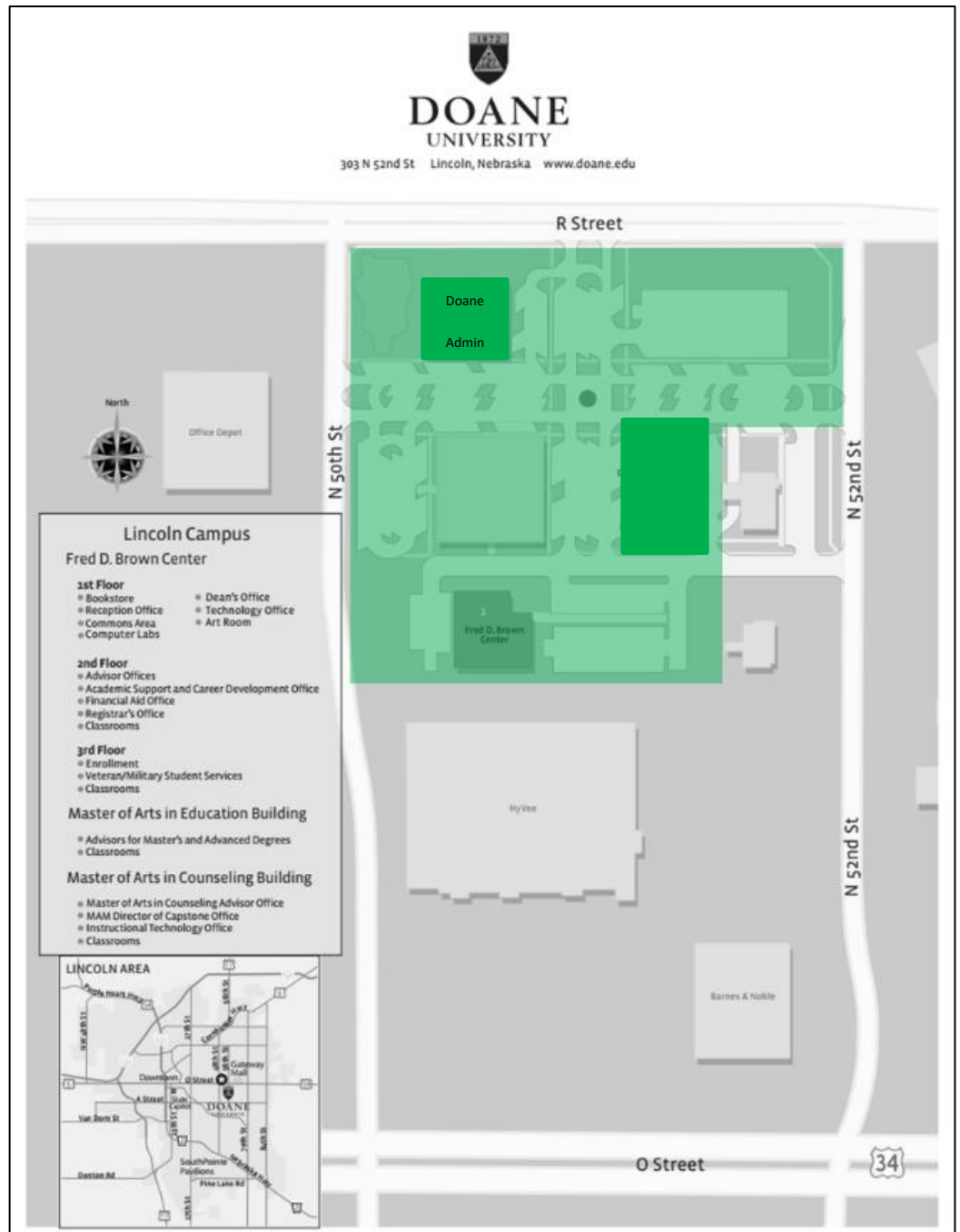
I.7.2. Although the Clery Act does not require institutions to provide a map to show their campus and non-campus buildings or property or public property areas, one is provided in this ASR to help the campus community understand where reported crimes occur.

See Next Page.

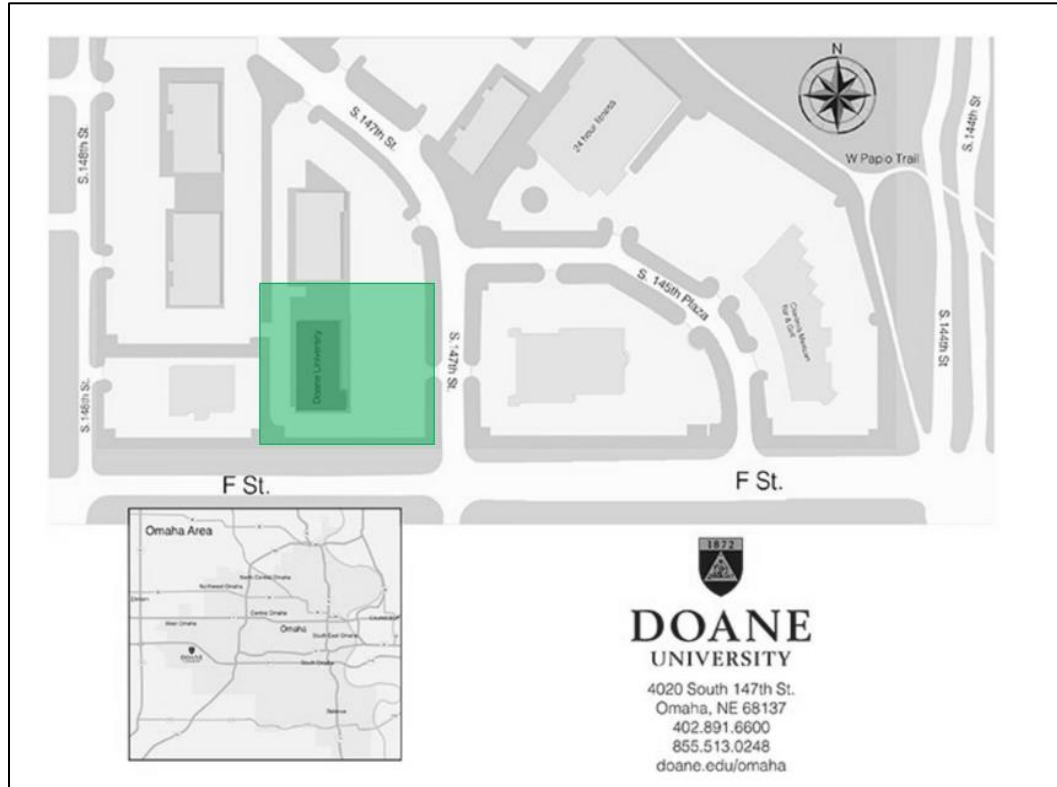
I.7.2.1. Doane Crete



I.7.2.2. Doane Lincoln



I.7.2.3. Doane Omaha



- *Note: Doane Omaha has control over a portion of the lower level of this building. This building is shared with another business and managed by a private company.*

II. Crime statistics

Office/Individual responsible	Public Safety Office/Public Safety Director
Location where documentation is kept (all campuses)	Public Safety Office (Communications Building - LL Crete, NE)

II.1. The Cities of Crete, Lincoln, and Omaha are among the safest communities in the country. Like any place in our modern age, there are dangers. Please read these reports and use the information to help foster a healthy, safe environment for yourself and others on campus.

II.2. The information in this publication follows requirements set forth under the Student Right-to-Know and Campus Security Act of 1990 (Title II – Public Law 101-542 Nov. 1990).

II.3. This report is updated annually and disseminated to all University students and employees via email and posted publicly online here: <https://web.doane.edu/offices-services/public-safety-office/security-report>. Upon request, this report will also be provided to any applicant for enrollment or employment.

II.4. Statistics are added based on the reported date (e.g., belated reports from past years).

See the next page.

Annual Security Report (ASR) 2024

II.5. Criminal Offenses, arrests, and disciplinary referrals – Crete Campus

OFFENSE	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING	NONCAMPUS PROPERTY	PUBLIC PROPERTY
MURDER / NON-NEGLIGENT MANSLAUGHTER	2021	0	0	0	0
	2022	0	0	0	0
	2023	0	0	0	0
NEGLIGENT MANSLAUGHTER	2021	0	0	0	0
	2022	0	0	0	0
	2023	0	0	0	0
SEX OFFENSES, FORCIBLE (Rape, Fondling)	2021	2	1	0	0
	2022	2	1	0	0
	2023	2	0	0	0
SEX OFFENSES, NON-FORCIBLE (Incest, Statutory Rape)	2021	0	0	0	0
	2022	0	0	0	0
	2023	0	0	0	0
ROBBERY	2021	0	0	0	0
	2022	0	0	0	0
	2023	0	0	0	0
AGGRAVATED ASSAULT	2021	0	0	0	0
	2022	0	0	0	0
	2023	0	0	0	0
BURGLARY	2021	0	0	0	0
	2022	5	4	0	0
	2023	1	1	0	0
MOTOR VEHICLE THEFT	2021	0	0	0	0
	2022	0	0	0	0
	2023	*1	0	0	0
ARSON	2021	0	0	0	0
	2022	0	0	0	0
	2023	0	0	0	0
ARRESTS: WEAPONS: CARRYING, POSSESSING, ETC.	2021	0	0	0	0
	2022	0	0	0	0
	2023	0	0	0	0
ARRESTS: DRUG ABUSE VIOLATIONS	2021	0	0	0	0
	2022	3	2	0	0
	2023	0	0	0	0
ARRESTS: LIQUOR LAW VIOLATIONS	2021	0	0	0	0
	2022	0	0	0	0
	2023	0	0	0	0
DISCIPLINARY REFERRALS: WEAPONS, CARRYING, POSSESSION	2021	0	0	0	0
	2022	0	0	0	0
	2023	0	0	0	0
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2021	7	7	0	0
	2022	3	2	0	0
	2023	1	1	0	0
DISCIPLINARY REFERRALS: LIQUOR LAW VIOLATIONS	2021	30	30	0	0
	2022	6	6	0	0
	2023	6	6	0	0

* Although correctly reported to the U.S. Department of Education survey site, this auto theft was not updated on the original PDF copy. Correction as of December 5, 2024.

II.6. Criminal Offenses, arrests, and disciplinary referrals – **Lincoln Campus**

OFFENSE	YEAR	ON-CAMPUS PROPERTY	NONCAMPUS PROPERTY	PUBLIC PROPERTY
MURDER / NON-NEGLIGENT MANSLAUGHTER	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
NEGLIGENT MANSLAUGHTER	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
SEX OFFENSES, FORCIBLE (Rape, Fondling)	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
SEX OFFENSES, NON-FORCIBLE (Incest, Statutory Rape)	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
ROBBERY	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
AGGRAVATED ASSAULT	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
BURGLARY	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
MOTOR VEHICLE THEFT	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
ARSON	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
ARRESTS: WEAPONS: CARRYING, POSSESSING, ETC.	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
ARRESTS: DRUG ABUSE VIOLATIONS	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
ARRESTS: LIQUOR LAW VIOLATIONS	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
DISCIPLINARY REFERRALS: WEAPONS, CARRYING, POSSESSION	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
DISCIPLINARY REFERRALS: LIQUOR LAW VIOLATIONS	2021	0	0	0
	2022	0	0	0
	2023	0	0	0

II.7. Criminal Offenses, arrests, and disciplinary referrals – **Omaha Campus**

OFFENSE	YEAR	ON-CAMPUS PROPERTY	NONCAMPUS PROPERTY	PUBLIC PROPERTY
MURDER / NON-NEGLIGENT MANSLAUGHTER	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
NEGLIGENT MANSLAUGHTER	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
SEX OFFENSES, FORCIBLE (Rape, Fondling)	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
SEX OFFENSES, NON-FORCIBLE (Incest, Statutory Rape)	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
ROBBERY	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
AGGRAVATED ASSAULT	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
BURGLARY	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
MOTOR VEHICLE THEFT	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
ARSON	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
ARRESTS: WEAPONS: CARRYING, POSSESSING, ETC.	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
ARRESTS: DRUG ABUSE VIOLATIONS	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
ARRESTS: LIQUOR LAW VIOLATIONS	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
DISCIPLINARY REFERRALS: WEAPONS, CARRYING, POSSESSION	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
DISCIPLINARY REFERRALS: LIQUOR LAW VIOLATIONS	2021	0	0	0
	2022	0	0	0
	2023	0	0	0

II.8. VAWA Stats

II.8.1. VAWA Stats - Crete Campus

OFFENSE	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING	NONCAMPUS PROPERTY	PUBLIC PROPERTY
DOMESTIC VIOLENCE	2021	0	0	0	0
	2022	0	0	0	0
	2023	0	0	0	0
DATING VIOLENCE	2021	1	0	0	0
	2022	0	0	0	0
	2023	0	0	0	0
STALKING	2021	1	1	0	0
	2022	0	0	0	0
	2023	0	0	0	0

II.8.2. VAWA Stats – Lincoln Campus

OFFENSE	YEAR	ON-CAMPUS PROPERTY	NONCAMPUS PROPERTY	PUBLIC PROPERTY
DOMESTIC VIOLENCE	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
DATING VIOLENCE	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
STALKING	2021	0	0	0
	2022	0	0	0
	2023	1	0	0

II.8.3. VAWA Stats – Omaha

OFFENSE	YEAR	ON-CAMPUS PROPERTY	NONCAMPUS PROPERTY	PUBLIC PROPERTY
DOMESTIC VIOLENCE	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
DATING VIOLENCE	2021	0	0	0
	2022	0	0	0
	2023	0	0	0
STALKING	2021	0	0	0
	2022	0	0	0
	2023	0	0	0

II.11. Hate Crime Reports

II.11.1. Hate Crimes – Crete Campus

Year	Reports
2021	No Hate Crimes Reported
2022	No Hate Crimes Reported
2023	No Hate Crimes Reported

II.11.2. Hate Crimes – Lincoln Campus

Year	Reports
2021	No Hate Crimes Reported
2022	No Hate Crimes Reported
2023	No Hate Crimes Reported

II.11.3. Hate Crimes – Campus

Year	Reports
2021	No Hate Crimes Reported
2022	No Hate Crimes Reported
2023	No Hate Crimes Reported

II.11.4. Hate Crimes – Omaha

Year	Reports
2021	No Hate Crimes Reported
2022	No Hate Crimes Reported
2023	No Hate Crimes Reported

III. Campus Security Authorities (CSA)

Office/Individual responsible	Public Safety Office/Public Safety Director
Location where documentation is kept (all campuses)	Public Safety Office (Padour Walker Building, Crete, NE)
The date information was last updated.	September 1, 2024

III.1. Doane University has identified all CSAs as responsible employees and all other employees as referral employees to support promptly reporting all crimes. See link for more details: <https://web.doane.edu/offices-services/student-services/cape-project/employee-information>

III.2. CSAs are defined per 34 CFR 668.46(a):

III.2.1. *Campus security authority (CSA). (i) A campus police department or a campus security department of an institution. (ii) Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department under paragraph (i) of this definition, such as an individual who is responsible for monitoring entrance into institutional property. (iii) Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses. (iv) An institution official with significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. If such an official is a pastoral or professional counselor, as defined below, the official is not considered a campus security authority when acting as a pastoral or professional counselor.*

III.2.2. The following are primary contacts for each Doane campus for promptly reporting crimes or safety issues.

III.2.2.1. The Public Safety Office (doanesafetyoffice@doane.edu or (402) 826-8669

III.2.2.1.1. The Public Safety Office is responsible for recording and reporting crimes on campus and publishing the public crime log.

III.2.2.1.2. At Doane University, victims of crime can seek assistance from multiple departments on campus based on their comfort level.

III.2.2.1.3. Doane employees are offered training resources that immediately provide information on reporting crime to the appropriate CSA or office.

III.2.2.1.4. As with all crimes, Doane University encourages the involvement of local law enforcement and will assist all victims in making a report.

III.2.2.2. Additional Contacts to Report Crimes

III.2.2.3. Doane Crete: Residence Life Office
(doanehousing@doane.edu) or (402) 826-6721

III.2.2.4. Doane Crete: Student Affairs Office
(studentaffairs@doane.edu or (402) 826-8111)

III.2.2.5. Doane University: Public Safety Director Russ Hewitt
(402)826-8295, russ.hewitt@doane.edu

III.2.2.6. Doane Lincoln: Catherine Archie-Johnson (308) 398-0800,
cat.archiejohnson@doane.edu

III.2.2.7. Doane Omaha: Catherine Archie-Johnson (308) 398-0800,
cat.archiejohnson@doane.edu

III.2.2.8. Crete Police Department – 911 or (402) 826-4311

III.2.2.9. Lincoln Police Department – 911 or (402) 441-6000

III.2.2.10. Omaha Police Department – 911 or (402) 444-7555

III.3. CSAs receive training resources for their position in the form of:

III.3.1. Doane annual required training related to Title IX, sexual harassment, and sexual violence via United Educators

III.3.2. Internal University communications.

III.4. Multiple CSAs are listed below (*this list is not all-inclusive*):

- All Doane Campuses: Safety and Security Issues: Public Safety Director – Russ Hewitt (402) 826-8295 russ.hewitt@doane.edu
- Doane Public Safety Office (402) 826-8669 doanesafetyoffice@doane.edu
- Academic Affairs: Assistant Academic Dean (402) 826-8221 becky.hunke@doane.edu
- Human Resources – Anne Ziola (402-826-6773) Anne.ziola@doane.edu
- Crete: Director of Residence Life – Brian Stutz (402) 826-6796, brian.stutz@doane.edu
- All Campuses: Title IX (402)826-8118, titleix@doane.edu
- Crete: Judicial Affairs Office (402)826-6796, brian.stutz@doane.edu
- Student Organizations and Advisors: [Link](#)
- Doane Athletics: Athletic Director Mark Wateska, (402) 826-8583, mark.wateska@doane.edu

- Doane Lincoln: Catherine Archie-Johnson, (402) 467-9002
cat.archiejohnson@doane.edu
- Doane Omaha: Director Catherine Archie-Johnson, (402) 467-9002,
cat.archiejohnson@doane.edu

III.5. Policy for Responsible Employees: All CSAs are mandatory reporters of crime.

III.6. Providing Confidentiality: The campus Counselor and the Student Health Director may receive confidential reports (while they are in the commission of executing the duties of their specific profession).

III.7. Documentation and Reporting Materials –

III.7.1. Resources are available at all campuses (Crete, Lincoln, Omaha) and are generally posted in public spaces or offices. For specific materials (and campus), please contact the Public Safety Office at (402) 826-8669.

III.7.2. Training Information – Training information can be found at this link - <https://www.youtube.com/watch?v=fW9FFBPEueo>. In addition, a presentation from our Title IX office (Title IX, Anti-Harassment & Workplace Bullying) is available upon request.

III.8. Collection and Review Procedure—CSAs will contact the Public Safety Office at (402) 826-8669 or doanesafetyoffice@doane.edu to coordinate documentation and report submission into our database.

III.8.1. Doane consolidates all its reports within our *Report Exec* system, which the Public Safety Office manages. This reporting and data collection software provides immediate information and reporting into our daily *public crime logs*.

III.8.2. The only reports not kept in *Report Exec* are occasional reports received by local law enforcement where the University was not notified of an arrest or incident occurring on our property or within our control. Those reports are typically found after the University requests a copy of all crime information from our locations for this report. (e.g., DUI stop where driver pulls onto campus property).

IV. Statistics from local law enforcement agencies

Office/Individual responsible	Public Safety Office/Public Safety Director
Location where documentation is kept (all campuses)	Public Safety Office (Padour Walker Building, Crete, NE)
The date information was last updated.	September 1, 2024

III.9. Documentation of Requests to Local Law Enforcement Agencies – Doane University makes a good-faith effort to obtain crime statistics from all the law enforcement agencies within our campus jurisdictions. Local law enforcement is sent letters per the Campus Safety and Security Reporting standards requesting crime information at all our locations (Crete, Lincoln, Omaha) as well as the information received that relates to “short stay” or “repeat trips” or where the University has “control.” We keep copies of all replies from agencies.

III.10. Statistics from Local Law Enforcement Agencies – Statistics from these agencies are incorporated into our crime statistics. Doane University supports law enforcement's immediate use and contact for crime reported on any campus. In most cases, the reports received from law enforcement duplicate our own because our offices instigated the call for service from them. In some cases, however, traffic stops and other contacts occur on our property that are not necessarily reported to us immediately. In those cases, our request for data allows us to incorporate those incidents into our reporting data.

III.11. Unfounded reports – reports of crimes that are deemed by law enforcement to be unfounded may be removed but only in limited cases when the reporting person reports that circumstances have changed in their initial report (e.g., stolen items during an initially reported burglary found by the victim and confirmed to have just been misplaced). In these rare cases, the Public Safety Office will decide if the cases should be removed from our annual crime report. Still, in most cases, the University will annotate what occurred in the caveat section of the ASR. Any report deemed “unfounded” will be documented in this report per requirement.

Unfounded Reports	
2021	0
2022	0
2023	0

V. The Daily Crime Log

Office/Individual responsible	Public Safety Office/Public Safety Director
Location where documentation is kept (all campuses)	Public Safety Office (Padour Walker Building, Crete, NE)
The date information was last updated.	September 1, 2024

III.12. Daily Crime Log Procedure – Doane University records all alleged criminal incidents (including non-Clery Act crimes) reported to the Public Safety Office, regardless of how much time has passed since the alleged incident occurred. Crimes are recorded by the date they are reported and the incident date.

III.12.1. Website: <https://web.doane.edu/offices-services/public-safety-office/public-crime-log>

III.12.2. Request a copy: Email us at: doanesafetyoffice@doane.edu

III.12.3. Reporting Information – The Public Safety Office is open full-time and closed only during holidays and breaks when the University is closed. All community members may file a report with the Public Safety Office at doanesafetyoffice@doane.edu or (402) 826-8669 for crimes occurring within our required reporting areas. We also encourage reporting incidents that occur off-campus if the incidents involved student organizations or were situations that could create a hostile educational environment by its impact on students. *“If in doubt...make a report!”*

III.12.4. Personnel—When on duty, Safety Administrators (SAs) are available to take reports of campus crimes. Community members are encouraged to contact local law enforcement to report crimes, and the university will assist community members in reporting crimes to law enforcement.

III.12.5. Public Access—Our public crime log can be requested M - F from 8 a.m. to 4 p.m. during open business hours. It can be made available via PDF and emailed to any requestor at doanesafetyoffice@doane.edu. A paper copy (free of charge) is available upon request during the above-noted times. Due to our staff being on patrol (one staff member per shift), we ask that requestors contact us via email to request a copy so it can be prepared for you.

III.12.6. Confidentiality

III.12.6.1. To protect victims, personally identifiable information (PII) will be removed from all public crime logs.

VI. Emergency Response and Evacuation Procedures

Office/Individual responsible	Public Safety Office/Public Safety Director
Location where documentation is kept (all campuses)	Public Safety Office (Padour Walker Building, Crete, NE)
The date information was last updated.	September 1, 2024

III.13. Notification and Evacuation Procedures

III.13.1. The University will notify the campus community upon confirmation of an emergency or dangerous situation. The primary responsibility for executing the University emergency plan is the Public Safety Office

III.13.1.1. Russ Hewitt, Public Safety Director, (402) 826-8295, russ.hewitt@doane.edu

III.13.2. The University uses best practices for threat assessment management and incident response to determine how to confirm dangerous situations. We also encourage community members to be involved in this process by empowering them to act individually, contact 911, and communicate with others. The Public Safety Office coordinates our process and involves:

III.13.2.1. Receive the information

III.13.2.2. Identify if the issue is immediately containable

III.13.2.3. Issue a simultaneous alert and security measures (e.g., lockdown/out)

III.13.2.4. Communicate with first responders

III.13.2.5. Update information from the initial alert

III.13.3. The notification process is initiated using our *Omnilert* program, accessed online or via a mobile application. In addition to the Public Safety Office, individuals from offices such as Student Affairs, Strategic Communications, and Technology can trigger a notification.

III.13.4. Immediate Notification to Campus Following a Significant Emergency/Dangerous Situation or Threat. Doane University has an emergency alert system (Omnilert) can notify all community members via TXT and email following an incident. Doane has an “opt-out” program. All Doane students, staff, and faculty are registered for our emergency alert system. They may request to be removed from the notification system via written request.

III.13.5. The institution will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

III.13.6. Community members aware of a danger or emergency should call 911 (9-911 from a campus phone) and the Public Safety Office at (402) 826-8669.

III.13.7. Office/Individual responsible for carrying out actions:

III.13.7.1. Public Safety Office, (402) 826-8669,
doanesafetyoffice@doane.edu.

III.13.7.2. The plan is reviewed, tested, and updated annually, and the emergency alert system is updated each semester.

III.13.8. Larger community communication – The University, working with local law enforcement, EMS, and other local schools, links emergency alerts

to community stakeholders to ensure they are informed about campus emergencies as quickly as possible.

III.13.9. Public Emergency Response and Evacuation Procedures

III.13.9.1. Confirmation of what is considered to be a significant emergency or dangerous situation will be determined by Public Safety Office staff in conjunction with senior University leadership.

III.13.9.2. The University will confirm which campus and population need to be alerted; however, most community members will be notified in most cases.

III.13.9.3. The alert's content will be based on information received at the time; however, template messages have been developed to support the immediate release of cautionary details (e.g., Lockdown, Lockout, severe weather).

III.13.9.4. a pre-identified number of individuals accessing our system can trigger the alert system.

III.13.10. Evacuation Procedures (Exit signs and Maps)

III.13.10.1. Evacuation procedures and maps (in the event of an emergency incident) are posted in all residence halls and athletic and academic buildings.

III.13.10.2. Exit signs in hallways indicate the closest route to exit the building if necessary.

III.13.11. Community Notification—This is often sent via campus email as soon as possible. The Public Safety Office is responsible for sending these messages. When crimes are reported, and indications are that the potential for risk or ongoing issues is present, a message can be sent to community members to keep them informed. This message can be sent campus-wide or, in some cases, to the specific location or area where the issues occur.

III.13.12. Testing Procedures

III.13.12.1. Doane University – Plans, exercises, and tests its emergency response and evacuation plans once a year. The Doane University Public Safety Office exercises the University's plans yearly through tabletop and practical exercises. Members of the local EMS teams are involved in this planning. Fire and Tornado plans are exercised in each residence hall each semester. Topics such as active shooter, evacuation, and "shelter in place" are discussed in each residence hall during all-hall meetings and communicated to all new

students and employees during orientation. All tests are announced and publicized, and documentation of the tests is kept on file.

III.13.12.2. CPS campuses support non-traditional students during morning and evening course times. Students are informed about emergencies, and response information is posted in classrooms. Doane employees on CPS campuses work with the Public Safety Office to stay informed on procedures and provide training opportunities when scheduled.

III.13.13. Local Police Cooperation

III.13.13.1. Doane University has a relationship with local law enforcement from each of our campuses. These agencies support Doane by communicating issues in our area, including emergencies.

VII. Timely Warnings

Office/Individual responsible	Public Safety Office/Public Safety Director
Location where documentation is kept (all campuses)	Public Safety Office (Padour Walker Building, Crete, NE)
The date information was last updated.	September 1, 2024

III.14. Timely Warning and Campus Alerts Procedure

III.14.1. The purpose of a timely advisory is to alert the campus community to ***a crime that poses a serious or ongoing threat to the campus community and to heighten the safety awareness of students and employees in a manner that will aid in the prevention of similar crimes.***

III.14.2. In certain situations, the Public Safety Director (or Public Safety Office) will decide, in consultation with campus leadership, whether to disclose the incident through a public notice to the community via print and electronic means (email, Facebook, Twitter, etc.). The circumstances of any particular situation and the Public Safety Office's evaluation of the situation/threat potential will dictate the need and manner for issuing a Campus Crime/Safety Alert bulletin. However, in general, whenever there has been a report of a violent crime, a major property crime, or other significant criminal event on or adjacent to campus and the Public Safety Director or his/her designee thinks that the safety of the campus community is at risk, a Campus Crime Alert bulletin will be issued. **Note: Due to privacy, the institution will withhold the names of any victims.**

The crime alert will include the following information, if available:

- A description of the incident (type of crime, time, date, and location)

- Physical description of the offender
- Composite drawing or photograph of the offender
- Connection to previously reported incidents
- Description of injuries or use of force, if relevant
- Crime Prevention Tips
- Emergency contact information (phone numbers and websites)
- Date the campus crime alert bulletin was issued

III.15. Dissemination of Reports on Crimes - The Public Safety Office will distribute timely warnings to the campus community after a crime has been committed that is considered by the institution to represent a serious or continuing threat to students and employees. Local police will be contacted about the likelihood of the incident posing a threat. If it is determined that a threat is imminent, campus television and radio may broadcast warnings. Dissemination to the campus can be made by the following means:

- III.15.1. Emergency Alert Systems (*Omnilert*)
- III.15.2. Email
- III.15.3. Text
- III.15.4. Social Media
- III.15.5. Contact by staff
- III.15.6. Flyers
- III.15.7. Campus Paging System (Select buildings)

III.16. Doane University has established cooperative relationships with surrounding law enforcement agencies to ensure open lines of communication regarding crime reports they may receive that are beneficial to the Doane community and necessary to be sent in a timely warning.

III.17. Title of persons to contact for reports (also see CSA section):

- III.17.1. Public Safety Office – Safety Administrators (SA)
- III.17.2. Residence Life Office – Community Directors (CD) and Community Advisors (CA)
- III.17.3. Academic Affairs Office – Dean
- III.17.4. Student Affairs – Dean
- III.17.5. College of Professional Studies – Dean/Director

VIII. Annual Security Report (ASR)

Office/Individual responsible	Public Safety Office/Public Safety Director
Location where documentation is kept (all campuses)	Public Safety Office (Padour Walker Building, Crete, NE)
The date information was last updated.	September 1, 2024

III.18. Timely Warning Reports – See VII

III.19. Policy Statements—Doane University will publish and make available an annual security report (ASR) to all enrolled students and employees. The report is also available online to prospective students and employees at <https://web.doane.edu/offices-services/public-safety-office/security-report>.

III.20. Preparing the Annual Disclosure of Crime Statistics - The ASR is prepared by the Public Safety Office with the support of multiple offices and individuals who supply accurate data to ensure the report is correct and informative to the community of Doane University. This includes offices that keep records relevant to our crime statistics and policies and law enforcement agencies from the surrounding communities.

III.21. The ASR aims to meet Clery Act mandates. (34 CFR668.41(e))

III.21.1. Reporting Policies

III.21.1.1. How to Report a Crime or Emergency- Prompt and Accurate Reporting of all Crime

III.21.1.1.1. Criminal actions and other emergencies occurring on campus should be reported accurately and promptly to the Public Safety Office by telephone at (402) 826-8669 and local law enforcement. The safety office number is answered 24/7 during the academic year.

III.21.1.1.2. A daily crime log is available at the Public Safety Office. A copy of the current report will be available to any Doane community member during business hours. For your convenience, a PDF copy can be emailed to you by contacting doanesafetyoffice@doane.edu or (402) 826-8669.

III.21.1.1.3. The Public Safety Office is located in the following campus locations:

III.21.1.1.3.1. Crete - In the lower level of the communications building at Doane University-Crete.

III.21.1.1.3.2. Lincoln – The guard on duty patrols the campus or can be contacted at the desk inside the Fred Brown building (during class hours).

III.21.1.1.3.3. Omaha – The guard on duty patrols the building or can be contacted in the main lobby of the Doane Omaha building (during class hours).

III.21.1.1.4. The Public Safety Office can respond by taking the following action(s) as necessary:

- Request the local law enforcement and the Fire Department to the scene of the reported incident
- Investigate the incident
- Take appropriate action(s) to identify, apprehend, and report the person(s) responsible
- Notify or request the assistance of other law enforcement and other agencies when necessary
- Take action(s) and make appropriate notifications

III.21.1.1.5. Call the Public Safety Office @ (402) 826-8669 if:

- Someone is injured or ill;
- You see fire or smell smoke;
- You see something suspicious;
- Someone is hurting another person;
- You see someone stealing something or vandalizing property or
- You have something stolen.
 - Call quickly
 - Don't assume someone else has made the call
 - Try to provide the dispatcher with accurate, detailed information about the problem
 - STAY ON THE LINE until the dispatcher says it is OK to hang up
 - Crete Campus: 8669 (from on-campus) for non-emergency help
 - 9-911 (from on-campus telephone) for emergency help

III.21.1.2. Anonymous Reporting - If you wish to report a crime anonymously:

III.21.1.2.1. Call the Public Safety Office at (402) 826-8669 and request to "report crime anonymously." You will have the opportunity to report a crime or event without revealing your identity. These reports can be included in the annual security report (ASR) if required by the Clery Act.

III.21.1.2.2. Submit an anonymous report on our "See Something, Say Something" text number: Text "DOANESAFETY" to 79516 with your report (please be as detailed as possible)

III.21.1.2.3. Submit anonymous reports online here at either link:

III.21.1.2.3.1. <https://web.doane.edu/offices-services/public-safety-office/anonymous-sexual-violence-report-form>

III.21.1.2.3.2. <https://web.doane.edu/offices-services/public-safety-office/report-a-crime/anonymous-report-form>

III.21.1.3. Confidential Reporting

III.21.1.3.1. Victims or witnesses are encouraged to report all crimes to the Public Safety Office as CSA's.

III.21.1.3.2. Victims or witnesses are encouraged to report sexual assaults to the Public Safety Office on a voluntary or confidential basis; however, the University is required by UCR to investigate any reports of sexual assault on our campuses. In those cases, we will do our best to keep confidentiality, but this cannot be guaranteed. Crimes reported confidentially will be included in the Annual Security Report (ASR) as required by law. *Note: non-identifying (victim) information will be utilized.*

III.21.1.3.3. Counselors and School Nurses may deem it appropriate to inform the person they are counseling of our procedures for reporting crimes on a voluntary, confidential basis for inclusion in our ASR.

III.21.1.3.3.1. Director of Counseling, Darcy Dawson,
Darcy.Dawson@doane.edu

III.21.1.3.3.2. Health and Wellness Director - Andreea Baker,
Andreea.baker@doane.edu

III.21.1.3.4. Doane Tip Line—Community members who observe a crime, suspicious activity, or safety issue can contact the Doane Tip Line and report confidential information. Just text “DOANESAFETY” to 79516 with your information. Since these tips are not tracked, we ask that community members be as detailed as possible so our staff has enough information to respond timely and accurately.

III.21.2. Security and Access to Facilities

VIII.4.2.2. Campus security measures (actions) on a nightly basis at a minimum include:

VIII.4.2.2.1.1. Locking the facilities at scheduled times

VIII.4.2.2.1.2. Checking facilities for fire and vandalism

VIII.4.2.2.1.3. Checking facilities for lights, heat, power outages, and water problems

VIII.4.2.2.1.4. Monitoring and reporting criminal activity on campus to the police in emergencies according to the policy listed in previous paragraphs

VIII.4.2.2.1.5. Asking students, visitors, and employees to comply with the facility hours of operation and reporting difficulties with compliance to the police

VIII.4.2.2.1.6. Summoning the Crete, Lincoln, or Omaha police to help with emergencies

VIII.4.2.2.2. Authority of Contracted Vendor Security: Contracted Vendor Security immediately contacts local law enforcement to report suspicious or criminal activity. It also has the authority to request student and employee cooperation in vacating buildings and complying with written campus regulations. When confronted with non-compliance and emergencies, they are instructed to alert the university administration and local law enforcement (depending on the severity of the incident).

VIII.4.2.3. Crete Campus Facilities

VIII.4.2.4. Security and Access to Campus Facilities Policies – Most campus facilities are monitored by video surveillance and controlled by keyless access.

VIII.4.2.5. The campus is open during business hours and locked (pending events schedule) during the remaining hours. Below is a general overview of access to campus buildings. The University reserves the right to change open and closed hours based on educational needs.

VIII.4.2.5.1. **Simon Field and Lauritzen Track:** Only players and authorized personnel are allowed on Simon Field during athletic events. The track's public hours are 6 a.m. until dark year-round (weather permitting).

VIII.4.2.5.2. **Access to Campus Academic Facilities:** Students and employees have access to academic facilities according to posted hours (see specific building for posted hours.) Facilities are open to the public only during open business hours. In certain buildings (i.e., Hixson, Gaylord, and Lied), students must have special permission from the academic adviser to

have after-hours access. Students found in buildings without approval will be asked to leave.

VIII.4.2.5.3. **24-hour computer lab**—The Communications Building Library is the campus's 24-hour computer lab. Students are encouraged to use this facility after the average closings of other buildings. Note: Students are encouraged to call the Public Safety Office at 402.826.8669 (x8669 on campus) if they would like an escort across campus in the evening hours.

VIII.4.2.5.4. **Academic Room** key checkouts are available only to students with the professor's permission at the Public Safety Office. The Public Safety Office compiles a list of eligible students from faculty members at the beginning of each semester. Key checkout policy states that a key must be returned immediately after use, on the same day the key was checked out. Failure to return the key in the designated amount of time will result in the following sanctions: 1st offense of warning; 2nd offense – letter of warning and 3-day suspension of key checkout; 3rd offense suspension of key checkout for the remainder of the semester and a meeting to determine eligibility for future checkouts. Charges for lost keys will be applied directly to student accounts.

VIII.4.2.5.4.1. **Haddix Center**: Monday - Thursday: 6 am to 7 pm (Keyless active until 11 pm) Friday: 6 am to 10 pm (Keyless active until 10 am) Saturday: 10 am to 4 pm (Keyless accessible) -Sunday: 2 pm to 10 pm (Keyless accessible.)

VIII.4.2.5.4.2. **Fuhrer Fieldhouse** (6 am -7 pm M-F) Keyless active until 10 pm

VIII.4.2.5.4.3. **Padour Walker** (7am-5 pm M-F)

VIII.4.2.5.4.4. **Gaylord, Whitcomb Lee, Hixson/Chab Weyers, Lied Math and Science** (7 am-6 pm M-F). Keyless is active until 11 pm.

VIII.4.2.5.4.5. **Perry Campus Center, Communications Building** (7 am-9 pm M-F). The Communications Building is open on weekends per the library schedule. It is keyless and active 24/7.

VIII.4.2.5.4.6. **Butler Gym** (6 am – 10 pm daily) - Keyless accessible only.

VIII.4.2.5.4.7. Public, Visitation Hours and Guests:

VIII.4.2.5.4.7.1. Public hours are posted on buildings available to the public

VIII.4.2.5.4.7.2. Visitation hours typically refer to residence halls and are determined by the Doane Residence Life Office based on the circumstance.

VIII.4.2.5.4.7.3. Guests are the responsibility of their host. They may be in public areas during public hours or as approved (by the administration) and under the supervision of their host.

VIII.4.2.5.5. Residence halls are secured 24/7, with occasional exceptions to support events or activities in specific halls.

VIII.4.2.5.6. For safety reasons, only residential students or supervised guests are allowed inside, especially in the residence halls. All guests must be within sight of their host at all times. Guests who are unsupervised in a hall may be asked to leave immediately. Failure to adhere to this requirement may result in restriction of guest privileges or a ban from campus for the guest. All Doane University policies apply to guests on campus, and the host student(s) is responsible for their guests' actions. Doane University does not accept responsibility for the students' guests. Students who violate the campus guest policy will be subject to the student conduct process. Additionally, students are encouraged to contact a Residential Life Staff member or the Safety Office if guests become unruly and non-compliant. Over-intoxicated guests who cannot leave campus or take responsibility for themselves may be reported to the Crete Police Department. Residents may have guests stay in their rooms for up to 24 hours. Residents hosting guests overnight should obtain permission from their roommate(s). All guests should register with Residential Life by informing their Community Advisor (CA) or Community Director (CD). Overnight guests cannot move from room to room or hall to hall.

VIII.4.2.6. Security considerations used in the maintenance of campus facilities.

VIII.4.2.6.1. Our contracted Vendor Security, a private security firm, is on duty as assigned by the Public Safety Office to assist in supporting 24/7 (Crete only) and alternate academic year requirements.

VIII.4.2.6.2. Campus security measures on a nightly basis at a minimum include:

VIII.4.2.6.2.1. Locking the facilities at scheduled times.

VIII.4.2.6.2.2. Checking facilities for fire and vandalism.

VIII.4.2.6.2.3. Monitoring and reporting criminal activity on campus to police in emergencies according to the policy listed in previous paragraphs.

VIII.4.2.6.2.4. Maintaining activity log in each facility while on their shifts.

VIII.4.2.6.2.5. Asking students, visitors, and employees to comply with the facility's hours of operation and reporting difficulties with compliance with the police.

VIII.4.2.6.2.6. Summoning the local authorities to help with emergencies.

VIII.4.2.6.3. Authority of our contracted Security: our contracted vendor security is in immediate contact with the local Police Department to report any suspicious or criminal activity. Contracted Vendor Security also has the authority to request student and employee cooperation for vacating buildings and complying with written campus regulations. When confronted with non-compliance and emergencies, they must alert the Crete police and University administration.

VIII.4.2.7. **Lincoln** Campus Facilities

VIII.4.2.7.1. The Lincoln campus consists of three (3) buildings for this reporting period. They are opened by staff and secured in the evening by staff/security. An onsite facilities/safety staff member can inspect the buildings and make immediate corrections. Buildings are open (during the academic year) M-Thur from 8 am until closing (when staff are present)

VIII.4.2.8. **Omaha** Campus Facilities

VIII.4.2.8.1. The Omaha campus is in a shared building with other businesses. Doane leases space in this facility. Doors are unlocked by staff in the morning and secured in the evening. Frequent checks are made of access points in the building, and issues are immediately reported to the building owner/manager. During academic hours, the building has keyless access or as

coordinated by the campus director (when staff are present to monitor).

VIII.4.3. Campus Law Enforcement Policies

VIII.4.3.1. Local Law Enforcement—The Public Safety Office encourages reporting campus criminal activity directly to the Public Safety Office or Local law enforcement at (402)826-4311 (Crete) or 9-911 for emergencies. Doane University supports this decision and encourages any Doane community member to utilize local law enforcement if they are a victim of a crime. All Doane campuses are open to the public, and local law enforcement has jurisdiction based on the community they serve.

VIII.4.3.2. Local police will be contacted about the likelihood of the incident threatening others when choosing an immediate and personal notification or a more general warning using bulletin boards, campus news media, flyers, or other announcements or forums.

VIII.4.3.3. Memorandum of Understanding (MOU) Standing—The Public Safety Office works closely with local law enforcement. The Public Safety Office staff occasionally works with other law enforcement agencies in Saline County and other local agencies. The leaders of these agencies meet on both a formal and informal basis. The Safety Administrator (SA) (Crete) regularly communicates with Crete PD on the scene of incidents around the campus area.

VIII.4.3.3.1. There is one (1) external memorandum of understanding with local agencies (Crete, Lincoln, Omaha) related to a Department of Justice grant associated with preventing sexual violence. This is the only MOU between Doane and its law enforcement partners.

VIII.4.3.4. The Public Safety Office works closely with the Office of Residence Life, judicial affairs, and local law enforcement for crime incidents. Doane University requests that all crimes or suspected crimes occurring on campus be reported to the Public Safety Office at (402) 826-8669.

VIII.4.3.5. The Public Safety Office has an outstanding relationship with local law enforcement near all campuses. Doane supports the accurate and prompt reporting of all campus crimes to the appropriate law enforcement agencies and will assist victims.

VIII.4.3.6. Contracted Security—Contracted Security for Doane University supports hours of operation when a Doane Safety Administrator (SA) is unavailable. Since guards sometimes rotate to other locations, they are limited in capabilities compared to our SAs (e.g., ID Card Creation and

Keyless entry updates). However, they can fully support the campus security and safety needs.

VIII.5. Programming – The University offers information to all new students and employees related to crimes of sexual violence, including Domestic Violence, Dating Violence, Sexual Assault, and Stalking.

VIII.5.1. Definitions for programming –

VIII.5.1.1. Primary Prevention Programs - are defined as programming, initiatives, and strategies intended to stop dating violence, domestic violence, sexual assault, and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions. Examples of these programs might include programs that promote good listening and communication skills, moderation in alcohol consumption, and common courtesy.

VIII.5.1.2. Awareness programming – is defined as communitywide or audience-specific programming, initiatives, and strategies that increase audience knowledge and share information and resources to prevent violence, promote safety, and reduce perpetration

Sexual Projects	1/4/2023	Men's Track/CC
Sexual Projects	1/4/2023	Women's Track/CC
Emotional Intelligence	1/11/2023	Men's Track/CC
Emotional Intelligence	1/11/2023	Women's Track/CC
Sexual Projects	1/16/2023	Women's Soccer
Emotional Intelligence	1/16/2023	Men's Baseball
Sexual Projects	1/17/2023	Men's Basketball
Basic v. Queen	1/17/2023	Women's Basketball
Toxic Feminity	1/18/2023	Softball
Sexual Projects	1/23/2023	Women's Tennis
Sexual Projects	1/23/2023	Men's Tennis
Sexual Projects	1/25/2023	Volleyball
Sexual Projects	1/25/2023	Men's Golf
Toxic Feminity	1/25/2023	Women's Golf
Men's Mental Health	1/26/2023	Football
Sexual Projects	1/31/2023	Shotgun Sports Co-Ed
Sexual Projects	2/1/2023	Softball
Sexual Projects	2/2/2023	Women's Golf
Sexual Projects	2/6/2023	Men's Tennis

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Sexual Projects	2/6/2023	Women's Tennis
Emotional Intelligence	2/7/2023	Women's Soccer
Emotional Intelligence	2/7/2023	Women's Golf
Emotional Intelligence	2/13/2023	Men's Basketball
Emotional Intelligence	2/15/2023	Men's Golf
Holding Teammates Accountable	2/16/2023	Men's Soccer
LGBTQA+ Relationships Tabling w/ PRISM	2/16/2023	
Emotional Intelligence	2/27/2023	Volleyball
Holding Teammates Accountable	2/28/2023	Men's Soccer
Emotional Intelligence	3/8/2023	Shotgun Sports Co-Ed
Emotional Intelligence & Holding Teammates Accountable	3/9/2023	Football
Sexual Projects	3/9/2023	Men's Soccer
SAAM Newsletter	3/31	
Teal Tuesday	4/4/2023	
To Write Well Is To Live Well: Telling an Authentic Story Without Risking the Whole Truth	4/18	
Sexual Projects	4/17/2023	Women's Basketball
Emotional Intelligence	4/24/2023	Women's Basketball
Denim Day	4/26/2023	
Responding to Disclosures Workshop w/ HCC	4/26	
Peer Educator Training	8/9-8/15	All peer educators
Student Leadership Training	8/9	Student leaders
Exploring Femininity	8/14/2023	Women's Volleyball
Men's Mental Health	8/17/2023	Men's Basketball
Exploring Femininity	8/21/2023	Women's Basketball
Healthy Relationships	8/21/2023	Women's Volleyball
Men's Mental Health	8/22/2023	Men's Tennis
Exploring Femininity	8/22/2023	Women's Tennis
Exploring Femininity	8/22/2023	Women's Soccer
Healthy Relationships	8/24/2023	Men's Basketball
Men's Mental Health	8/24/2023	Football
Healthy Relationships	8/29/2023	Women's Soccer
H&W Tabling	8/30/2023	-
Exploring Femininity	9/6/2023	Women's Softball
Men's Mental Health	9/6/2023	Men's Soccer AND Esports
Burn Your Trauma	9/7/2023	-

Exploring Femininity	9/11/2023	Women's Golf
Men's Mental Health	9/13/2023	Men's Wrestling
Exploring Femininity	9/13/2023	Women's Wrestling
Healthy Relationships	9/14/2023	Men's Soccer
Men's Mental Health	9/15/2023	Men's Track/CC
Exploring Femininity	9/15/2023	Women's Track/CC
Healthy Relationships	9/18/2023	Women's Golf
Healthy Relationships	9/20/2023	Men's Wrestling
Healthy Relationships	9/20/2023	Women's Wrestling
Healthy Relationships	10/4/2023	Esports
Healthy Relationships	10/6/2023	Women + Men's Track/CC
Healthy Relationships	10/16/2023	Women's Tennis & Men's Tennis
Healthy Relationships	10/18/2023	Women's Softball
Men's Mental Health	10/25/2023	Men's Golf
Men's Mental Health	11/2/2023	Baseball
Healthy Relationships	11/14/2023	Baseball
Sexual Projects	11/28/2023	Baseball
Emotional Intelligence	12/5/2023	Baseball
Healthy Relationships	11/15/2023	Men's Golf

VIII.5.1.3. Crime prevention includes reporting information and safety warnings to new students and employees and offering annual employee training. Programs are provided during new student orientation and yearly employee training events/workshops.

- New Student Orientation (NSO)
- New Faculty Orientation
- Safety/Security Notifications (See Timely Warnings)
- Ad Hoc prevention efforts related to current/relevant threats (e.g., COVID-19)

VIII.5.1.4. Bystander Intervention – Training for new students and employees focused on teaching safe ways to prevent potential safety issues or crimes—options for safe intervention techniques covered during new student orientation.

VIII.5.1.5. Risk Reduction – Proactive hazard identification combined with risk mitigation plans and individual responsibility assignments to oversee the plan.

- Risk assessment planning within student organizations (Greek)
- Proactive organizational meetings focused on identifying hazards (e.g., Student Concern Team, Front Line Staff meetings).

VIII.5.1.5.1. Campus Security Informational Programs

Doane University prioritizes the personal safety of its students, faculty, staff, and visitors, and the Public Safety Office is committed to providing a secure environment. However, since it is impossible to prevent all crime, we wish to remind people that they must also take responsibility for their safety.

VIII.5.1.5.2. As a residential campus, Doane Crete has several programs and an increased security presence during the academic year (e.g., 24/7).

VIII.5.1.5.3. Doane Lincoln, Omaha, has limited security availability but has designated contact personnel for crime-related incidents. All such reports are sent to the Crete campus for record-keeping and future reporting.

VIII.5.1.6. Informational Programs for Students and Employees About Crime Procedures and Policies

- Fall orientation, spring and summer enrollment sessions for new students
- Residence life meetings with residential students
- Annual campus-wide emergency/safety drills (or emergency system tests)
- Printed posters and publications
- Faculty and staff meetings
- Employee handbook

VIII.5.1.7. Security Awareness and Crime Prevention Programs

VIII.5.1.7.1. The University provides the following services and programs to improve safety on campus and to educate the community about security issues:

VIII.5.1.7.1.1. Security Escort Service -The Public Safety Office (Crete, Omaha, and Lincoln) provides an escort service for people walking on campus or to and from a University-owned residence. Students, staff, and faculty are asked to walk with others when possible and to choose well-lit paths.

VIII.5.1.7.1.2. New Employee & Student Orientation - Crime prevention materials are provided, and questions are answered during new community member orientation meetings.

VIII.5.1.7.1.3. Residence Hall Security (Crete) - Hall security and safety are routinely discussed in all hall meetings.

VIII.5.1.7.1.4. Emergency Telephones (Crete) - Campus "blue light" phones are located outside the main entrances of four residence halls and in various locations on campus. These phones provide immediate contact with 911 and our internal Public Safety Office. This resource is available for Students, Employees, and Guests.

VIII.5.1.7.1.5. Electronic Monitoring Systems (Crete)

VIII.5.1.7.1.5.1. The Public Safety Office and Facilities Department monitors intrusion and fire alarms campus-wide with the help of an electronic monitoring system connected to the city emergency center.

VIII.5.1.7.1.5.2. Access to certain facilities, including residence halls, is controlled using a card key access control system. Systems at Doane Lincoln, Omaha, are monitored via alarm services.

VIII.5.1.7.2. Programs designed to inform students and employees about crime procedures and policies:

VIII.5.1.7.2.1. Fall orientation for new students

VIII.5.1.7.2.2. Spring and Summer enrollment sessions for new students and parents

VIII.5.1.7.2.3. Printed posters and publications

VIII.5.1.7.2.4. Faculty and staff meetings.

VIII.5.1.7.2.5. Online crime reporting information (Public Safety Office website)

VIII.5.1.7.2.6. Employee handbook

VIII.5.2. Off-Campus Support Policies

VIII.5.2.1. Students who live off campus are included in updates about the campus when it is necessary to contact the entire community for ongoing/potentially dangerous crimes or issues.

VIII.5.2.2. Off-campus students are reminded that the University may determine their actions off campus have impacted the Doane educational environment and are subject to review by the Judicial Affairs office. Local law enforcement agencies alert the university in the event of a threat or concern so we can provide this information to students.

VIII.5.2.3. Off-campus students are encouraged to report incidents involving crime or suspicious activity to local law enforcement. The university will assist students who want help making a report.

VIII.5.2.4. Doane University does not have non-campus locations for student organizations that the institution officially recognizes.

VIII.5.3. Drugs & Alcohol Policy Statement ([Link](#))

VIII.5.4. Drug and Alcohol Abuse Education Programs

VIII.5.4.1. Doane supports the legal and responsible use of alcohol. Under Section 120 (a) through (d) of the HEA, the University offers the following resources to students and employees:

VIII.5.4.1.1. Reference materials on drug and alcohol use available at all campuses

VIII.5.4.1.2. Residence Hall educational materials

VIII.5.4.1.3. Available Drug and Alcohol Counselor

VIII.5.5. Crime Report Access Policies

VIII.5.5.1. Crime Victims – Per Section 16 of Title 18, United States Code, Doane University will make available, upon written request, to any alleged victim of a crime of violence or non-forcible sex act the report of the results of the institution's disciplinary proceeding against the alleged perpetrator. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim.

VIII.5.6. Emergency Response and Evacuation Procedures (see Section VI)

VIII.5.7. Missing Student Notification Procedures (See Section X)

VIII.5.8. Dating Violence, Domestic Violence, Sexual Assault and Stalking Policy (See Section XVI)

VIII.5.9. The campus standard of proof is a **preponderance of the evidence**.

VIII.5.8.1. Sanctions: See Section XVI

VIII.5.8.2. Dissemination of Reports on Crimes.

VIII.5.8.2.1. The Public Safety Office will distribute timely warnings to the campus community after one of the following crimes has been committed if there is an ongoing threat to the campus:

VIII.5.8.3. Definitions for Clery Reportable Crimes

VIII.5.8.3.1. Murder: the willful (non-negligent) killing of one human being by another.

VIII.5.8.3.2. Negligent Manslaughter – The killing of another person through gross negligence.

VIII.5.8.3.3. Rape: The penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

VIII.5.8.3.4. Fondling: of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

VIII.5.8.3.5. Incest: Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

VIII.5.8.3.6. Statutory Rape: Sexual intercourse with a person who is under the statutory age of consent.

VIII.5.8.3.7. Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and by putting the victim in fear.

VIII.5.8.3.8. Aggravated Assault: An unlawful attack by one person upon another to inflict severe or aggravated bodily injury. This type of assault is usually accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

VIII.5.8.3.9. Burglary: The unlawful entry of a structure to commit a felony or a theft.

VIII.5.8.3.10. Motor Vehicle Theft: The theft or attempted theft of a motor vehicle.

VIII.5.8.3.11. 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.

VIII.5.8.4. Local police will be contacted about the likelihood of the incident threatening others when choosing an immediate and personal notification or a more general warning using bulletin boards, campus news media, flyers, or other announcements or forums.

VIII.5.8.5. The University will prepare and inform current students and employees annually in a brochure that complies with PL 101-542 of the Student Right-to-Know and Campus Security Act. This information may also be found online at <https://web.doane.edu/offices-services/public-safety-office/security-report>. This publication will list the occurrences of:

VIII.5.8.5.1. Murder

VIII.5.8.5.2. Sexual Violence: Sexual Assault/Rape, Stalking, Domestic Violence, Dating Violence

VIII.5.8.5.3. Robbery

VIII.5.8.5.4. Aggravated Assault

VIII.5.8.5.5. Burglary

VIII.5.8.5.6. Motor Vehicle Theft

VIII.5.8.5.7. And arrests for:

VIII.5.8.5.7.1. Liquor Law Violations: violations of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages.

VIII.5.8.5.7.2. Drug Abuse Violations: violations of laws or ordinances prohibiting the production, distribution, and use of certain controlled substances and the equipment or devices utilized in their preparation or use.

VIII.5.8.5.7.3. Weapons Violations: violations of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives and incendiary devices, or other deadly weapons. A crime is reportable when the President, Vice President for Finance, or Vice President for Student Affairs investigating an incident determines that a crime has occurred or a local police agency notifies Doane that it has documented a report of criminal offense that has happened "on-campus" as defined by this act. The University will also send the statistics to the Secretary of Education and prospective students.

VIII.5.8.6. Sexual Assault, Domestic Violence, Dating Violence and Stalking Prevention

VIII.5.8.6.1. Doane University participates in the Office of Violence against Women (OWV) and the Department of Justice grant program. The goal of the program is to help colleges and universities create effective, comprehensive responses to sexual assault, domestic violence, dating violence, and stalking. Doane University prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking. The three-year grant will assist us in unifying our approach to sexual violence across all four Doane campuses, including programming and training resources.

VIII.5.8.6.2. New students and employees receive information regarding sexual violence, campus resources, and reporting options.

VIII.5.8.7. Crime Prevention, Substance Abuse, and Security Awareness Materials

VIII.5.8.7.1. Brochures and posters related to substance abuse, personal safety, seat belt use, motor vehicle and bicycle theft prevention, and residence and office security are available at the Public Safety Office. The campus works with our educational risk assessors (United Educators) to develop programs impacting these areas.

VIII.5.8.8. Bystander Intervention

VIII.5.8.8.1. Students are encouraged to use the three “D’s” for safe and effective bystander intervention:

VIII.5.8.8.2. Direct – Approach and confront the situation

VIII.5.8.8.3. Delegate – Ask someone else to intercede or call for help from a campus authority figure.

VIII.5.8.8.4. Distract – Get their attention focused on something else. Use friends to interfere and assist a potential victim in getting to a safe place.

VIII.5.8.9. Risk Reduction

VIII.5.8.9.1.1. Personal safety choices are the most effective way to prevent incidents. Having a plan and avoiding risky behaviors such as high-risk drinking or being alone in an unfamiliar place can help.

VIII.5.8.10. Health Resources

VIII.5.8.10.1. Health and Wellness Center - Contact: Andreea Baker,
Phone: ext. 8265 or andreea.baker@doane.edu

VIII.5.8.10.2. Campus Counselor – Contact: Darcy Dawson, Phone: 8265
or Darcy.Dawson@doane.edu

VIII.5.9. Drug-Free Schools and Communities Act (DFSCA)

VIII.5.9.1. The Drug-Free Schools and Communities Act (DFSCA) of 1989 - also known as the Drug-Free Schools and Campuses Act - requires higher education institutions to establish policies that address unlawful possession, use, or distribution of alcohol and illicit drugs. Doane supports DFSCA by the establishment of drug and alcohol prevention programs meant to educate students on their personal decisions regarding usage.

VIII.5.10. Federal Trafficking Penalties

VIII.5.10.1. Students, faculty members, and other staff are responsible, as citizens, for knowing about and complying with the provisions of Nebraska law that make it a crime to possess, sell, deliver, or manufacture those drugs designated collectively as controlled substances. Any University community member who violates those laws is subject to both prosecution and punishment by the civil authorities and disciplinary proceedings by the University. TRAFFICKING IN ILLEGAL DRUGS and/or the illegal POSSESSION OF DRUGS is taken very seriously and will be dealt with similarly. The University is not an environment to use, sell, and possess drugs. Suppose such conduct occurs or is alleged by law enforcement to have occurred, and criminal charges are filed. In that case, the involved students will be subject to immediate suspension and additional disciplinary consequences, including expulsion. The penalties to be imposed by the University may range from written warnings with probationary status to expulsions and complete separation from enrollment and/or discharges from employment. A federal drug conviction will result in losing federal student aid eligibility and all Doane University institutional funding. Federal Trafficking Penalties can be found at this link: [Drugs of Abuse, A DEA Resource Guide \(2020 Edition\)](#)

VIII.5.11. Rehabilitation Services

VIII.5.11.1. Students seeking assistance to overcome a drug-related problem shall be provided with information about drug counseling and rehabilitation services available through Doane University

contacts/networks and community organizations. Those individuals who voluntarily avail themselves of these services before disciplinary actions by the University shall be assured that applicable professional standards of confidentiality will be observed to the extent allowed by law. Resources can be found at this site:

<https://web.doane.edu/offices-services/student-services/student-health/counseling>.

VIII.5.10. Campus Safety and Security Training

VIII.5.10.1. Public Safety Office

VIII.5.10.1.1. The Public Safety Office does not employ commissioned law officers. It is comprised of Safety Administrators (SA) and contracted guard services (Lincoln, Crete, and Omaha). Public Safety Office staff and representatives do not have powers of arrest. Their authority and jurisdiction are limited to campus property, including civil powers to report incidents and protect community members and University assets.

VIII.5.10.1.2. Doane University conducts/requests a background check on all security staff members (including contracted) annually.

VIII.5.10.1.3. Doane staff members and contracted guard service (Contracted) are responsible for all aspects of safety and security for Doane University Crete. Doane Omaha and Lincoln employ contracted guards in the evenings during their academic year.

VIII.5.10.1.4. Due to 24/7 (Crete) requirements, limited hours of availability (Omaha, Lincoln), and one staff member typically on duty per shift, our staff usually delivers a “triage” level of support to victims of crime. In most cases, staff will provide immediate reporting support, connection with key stakeholders on campus, evaluation and response for immediate safety concerns, and support information. Staff members will ensure they are available 24/7 to any crime victim. Staff, however, typically do not conduct investigations for the campus as the time necessary to conduct an interview and prepare accurate and concise investigation documents is not possible. In those cases, other Doane employees with investigation training are assigned.

VIII.5.10.1.5. Note: Doane does not have security provided as this location is housed within another owner’s business space.

VIII.5.10.1.6. As staff members for the University, the Public Safety Office may forward reports involving students to the judicial affairs officer for the campus and reports including staff or faculty to the

appropriate Vice President.

VIII.5.10.1.7. Incidents involving non-compliant, non-Doane community members may result in staff contacting local law enforcement for assistance. Crimes at Doane University will be reported to the local law enforcement.

VIII.5.10.1.8. Training of Public Safety Staff

VIII.5.10.1.8.1. Safety Administrator staff receive training regarding the key aspects of their jobs, including supporting crime victims. Safety Administrators treat all community members with respect and dignity in all requests for assistance or support.

VIII.5.12. Policies & Procedures – Doane University is dedicated to providing an educational environment where all community members are free of threatening or demeaning behavior. Community members who feel threatened are encouraged to report immediately or seek assistance. The University supports and promotes the involvement of law enforcement in cases of domestic assault, dating violence, or stalking. Call (402) 826-8669 or doanesafetyoffice@doane.edu to file a report (during the academic year) or the local jurisdiction police department.

VIII.5.13. The University will follow procedures outlined in the campus student handbook related to judicial actions for all violations of law or policy.

VIII.5.13.1. Public Safety Office Response to sexual violence crimes

VIII.5.13.1.1. Staff who respond to crimes of sexual assault, dating, domestic violence, and stalking will follow the requirements of the campus sexual assault policy. Specifically, these protocols include:

VIII.5.13.1.1.1. Receive an initial report

VIII.5.13.1.1.2. Provide immediate personnel safety support resources

VIII.5.13.1.1.3. Referrals to local law enforcement

VIII.5.13.1.1.4. Referrals for medical support

VIII.5.13.1.1.5. Referrals to campus resources (e.g., counseling, judicial affairs, residential staff, and off-campus community support options)

VIII.5.13.1.1.6. Submission of reports to meet Clery requirements

VIII.5.13.1.1.7. Follow-up responsive support to victims who need after-care

VIII.5.14. Registered Sex Offender Policy

VIII.5.14.1. Nebraska Sex Offender Registry Information

VIII.5.14.1.1. Under the Clery Act regulations, at 34 CFR 668.46(b)(12), institutions must include in their Annual Security Report a statement about where information "concerning registered sex offenders may be obtained, such as the law enforcement office of the institution, a local law enforcement agency with jurisdiction for the campus, or a computer network address." There are no additional obligations under Clery.

VIII.5.14.1.2. Nebraska State Statute 29-4002 declares that sex offenders present a high risk of committing repeat offenses and that efforts of law enforcement agencies to protect their communities, conduct investigations, and quickly apprehend sex offenders are impaired by the lack of available information about individuals who have pleaded guilty to or have been found guilty of sex offenses and who live, work, or attend school in their jurisdiction. Because of that, the legislature determined that state policy should assist the efforts of local law enforcement agencies to protect their communities by requiring sex offenders to register with local law enforcement agencies as provided by the Sex Offender Registration Act.

VIII.5.14.1.3. This information will be used to provide public notice and information about a registrant so a community can develop constructive plans to prepare themselves and their family. Sex Offenders have "always" been in our communities. The notification process will remove their ability to act secretly.

VIII.5.14.1.4. Sex offender registry information shall not be used to retaliate against the registrants, their families, or their employers in any way. Vandalism, verbal or written threats of harm are illegal and will result in arrest and prosecution.

VIII.5.14.1.5. For information on sex offenders living in or near Crete, please visit the Nebraska State Patrol website at <https://sor.nebraska.gov/>

IX. Report to ED via the Web-Based Data Collection

Office/Individual responsible	Public Safety Office/Public Safety Director
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Location where documentation is kept (all campuses)	Public Safety Office (Padour Walker Building, Crete, NE)
Date information was last updated.	September 1, 2024

IX.1. Doane University provides electronic data to the Department of Education (DoE) via its online database collection tool annually.

IX.2. Records kept on file (electronic) after data is “locked” when the federal government opens the online entry site in August of each year. Once locked, the government sends a confirmation email to the security office stating that the data was entered and the site is closed. You can also research the entered data by visiting this site: <http://ope.ed.gov/security/>.

IX.2.1. Note: Data submitted for the current reporting period is typically unavailable until November or when published by the Department of Education.

X. Missing Student Notification Procedures

Office/Individual responsible	Public Safety Office/Public Safety Director
Location where documentation is kept (all campuses)	Public Safety Office (Padour Walker Building, Crete, NE)
Date information was last updated.	September 1, 2024

IX.3. Missing Student Notification Policy and Procedures

IX.3.1. Contacts:

IX.3.1.1. For students living in on-campus student housing facilities missing for 24 hours: Public Safety Office – (402) 826-8669 or doanesafetyoffice@doane.edu or local law enforcement for the jurisdiction of that campus.

IX.3.1.2. Students may designate a contact person or persons whom the institution shall notify within 24 hours of the determination that the student is missing if the student has been determined missing by the Public Safety Office or local law enforcement. This information will be registered confidentially and accessible only to authorized campus officials, and it will not be disclosed except to law enforcement personnel in furtherance of a missing person investigation. Designee information should be sent to the Public Safety Office at doanesafetyoffice@doane.edu.

IX.3.2. Report suspected missing students immediately! Students under 18 who are not emancipated must be aware that the institution must notify parents no later than 24 hours after the student is determined to be missing. The University must notify law enforcement no later than 24 hours after a student

is determined/reported to be missing. Suppose a student is determined to be missing. In that case, the Public Safety Office will initiate the emergency contact procedures once a student for whom a missing persons report has been filled has been missing for 24 hours. Any missing student report must be filed with the Public Safety Office within 24 hours of determining the student is missing. The report will be immediately referred to local law enforcement.

IX.3.3. Notification Procedures:

IX.3.3.1. Notification of appropriate University officials (call 402-826-8669)

IX.3.3.2. Forward reports to the campus Public Safety Office
(doanesafetyoffice@doane.edu)

IX.3.3.3. Notify appropriate law enforcement officials within 24 hours of a missing person report.

IX.3.3.4. Notification of the student’s confidential contact (if filed) within 24 hours of a missing person report.

IX.3.3.5. Notify the student's parent if, if the student is under 18 and not emancipated, a missing person’s report has been filed, and the student has been missing for 24 hours within 24 hours of the missing person report.

IX.3.3.6. A parent or legal guardian will be notified if the student has not submitted a confidential contact.

XI. Fire Safety Log

Office/Individual responsible	Public Safety Office/Public Safety Director
Location where documentation is kept (all campuses)	Public Safety Office (Padour Walker Building, Crete, NE)
Date information was last updated.	September 1, 2024

IX.4. Our institution must maintain a written fire log that records fires in on-campus student housing facilities.

IX.4.1. Only the Doane—Crete campus has residential facilities. Note: An open flame must be reported to add to the report.

IX.5. Office/Individual Responsible – Public Safety Office,
doanesafetyoffice@doane.edu, (402) 826-8669

IX.6. Public Access – This report is on the following website. It is included annually in our security report: <https://web.doane.edu/offices-services/public-safety-office/security-report>

IX.7. Campus Fire Log – Crete (see below in Fire Safety Statistics)

XII. Fire Safety Statistics

Office/Individual responsible	Public Safety Office/Public Safety Director
Location where documentation is kept (all campuses)	Public Safety Office (Padour Walker Building, Crete, NE)
Date information was last updated.	September 1, 2024

Statistics and Related Information Regarding Fires in Residential Facilities for 2023

Residential Facilities	Address	Total fires in Each Building	Fire Number	Cause of Fire	Number of Injuries That Required Treatment at Medical Facility	Number of Deaths Related to Fire	Value of Property Damage Cause by Fire
Hansen Hall	1014 Boswell	0	0	N/A	N/A	N/A	0
Sheldon Hall	1014 Boswell	0	0	N/A	N/A	N/A	0
Frees Hall	1014 Boswell	0	0	N/A	N/A	N/A	0
Smith Hall	1014 Boswell	0	0	N/A	N/A	N/A	0
Brodie Hall	1014 Boswell	0	0	N/A	N/A	N/A	0

XIII. Annual Fire Safety Report (AFSR)

Office/Individual responsible	Public Safety Office/Public Safety Director
Location where documentation is kept (all campuses)	Public Safety Office (Padour Walker Building, Crete, NE)
Date information was last updated	September 1, 2024

Fire Safety Systems in Student Residential Facilities 2023*

Residential Facilities	Address	Fire alarm monitoring is done on-site (by Doane)	Full Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans & Placards	Number of Evacuation (Fire) Drills Each Calendar Year
Hansen Hall	1014 Boswell	NECO (off-site)	X	X	X	X	1
Sheldon Hall	1014 Boswell	NECO (off-site)	X	X	X	X	1
Frees Hall	1014 Boswell	NECO (off-site)	X	X	X	X	1
Smith Hall	1014 Boswell	NECO (off-site)	X	X	X	X	1

Brodie Hall	1014 Boswell	NECO (off-site)	X	X	X	X	1
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*** X=system/resources available in that building**

IX.8. Fire Safety Report Information

IX.8.1. Campus Housing Fire Safety Systems—Every campus residence hall has smoke and sprinkler systems throughout the buildings. These systems are tested throughout the year, and any reported issues are addressed as soon as possible.

IX.8.2. Fire Drills - Each residence hall performs one supervised fire drill/tornado drill each academic year

IX.8.3. Campus Housing Fire Safety Policies (Crete Campus Only)

IX.8.3.1. Portable Electrical Appliance

IX.8.3.1.1. Devices with electric heating sources are prohibited in campus residence halls. Maintenance and room checks are performed twice yearly to ensure student compliance.

IX.8.3.2. Smoking and Open Flame Policy

IX.8.3.2.1. Smoking and open flames (candles) are banned from all residence halls.

IX.8.3.3. Evacuation Procedures

IX.8.3.3.1. Evacuation policy and procedures are posted on the backside of all residence hall rooms (backside of door). The postings have helpful hints and maps of floor locations to the nearest exits. Students are asked to respond to all fire alarms and drills by moving to the most immediate and safe exit. Once outside, move safely from the building and contact your community life staff member.

IX.8.4. Fire Safety Education and Training Programs—Faculty and staff are provided with an annual safety program. Residential students attend frequent hall and floor meetings, where safety issues are addressed.

IX.8.5. Reporting—If you have any concerns related to fire or fire safety, please call the Public Safety Office at (402) 826-8669 or email us at doanesafetyoffice@doane.edu.

XIV: Doane University Student Handbook 2024-2025:

<https://web.doane.edu/sites/default/files/2024-08/2024%20-%202025%20Crete%20Student%20Handbook%20FINAL.pdf>

FYI: Relevant sections from student conduct codes are provided on the next pages for reference.

References:

1. (2020) U.S. Department of Education - *Clery Act Appendix for FSA Handbook*
2. (2020) United Educators – *The Campus SaVE Act/VAWA: A Compliance Guide* (Risk Research Bulletin)
3. (2016) U.S. Department of Education – *Handbook for Campus Safety and Security*
4. (2013) U.S. Department of Education - 34 CFR Part 668, Violence Against Women Act

Useful Links:

- Doane University Student Handbook – (Rights and Responsibilities) - <https://web.doane.edu/sites/default/files/2024-08/2024%20-%202025%20Crete%20Student%20Handbook%20FINAL.pdf>
- Doane Employee Handbook - <http://catalog.doane.edu/content.php?catoid=10&navoid=636>
- Title IX Webpage - <https://web.doane.edu/offices-services/student-services/title-ix>
- CAPE Webpage - <https://web.doane.edu/offices-services/student-services/cape-project>
- Counseling Office Webpage - <https://web.doane.edu/offices-services/student-services/student-health/counseling>