LAKESHORE COLLEGE

2026 Annual Security Report

(Information for 2026-2027 Academic Year and statistical information for calendar years 2023, 2024, and 2025.)

This Annual Security Report applies to the Cleveland and Manitowoc Campuses.

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Contents

LAKESHORE COLLEGE OVERVIEW 1
Scope of Educational Offerings 2
Distinctive/Critical Facilities, Equipment, Technologies, Regulatory Environment 3
Administration 4
Lakeshore College Police/Security Department 4
Annual Disclosure Statement 5
The Higher Education Opportunity Act (HEOA) 6
Security Awareness and Crime Prevention Programming 6
Reporting Crimes and Other Emergencies 7
Response to a Report 7
Accurate and Prompt Reporting 7
Reporting to Meet Disclosure Requirements 7
Lakeshore College Police/Security Department 8
IP Based Camera System 8
Voluntary Confidential Reporting Policy 8
Off Campus Reporting 8
Monitoring and Recording of Criminal Activity by Students at Noncampus Locations of Recognized Student Organizations 9
Pastoral and Professional Counselors 9
Counseling Services Confidentiality Statement 9
Response Teams 10
Timely Warnings 10
Emergency Response and Evacuation Procedures 11
Emergency Evacuation Procedures 12
General Evacuation Procedures 12
Shelter-in-Place Procedures – What it Means to “Shelter-in-Place” 13
Basic “Shelter-in-Place” Guidance 13
How You Will Know to “Shelter-in-Place” 13
How to “Shelter–in-Place” 13
Emergency/Immediate Notification 13
College Access Control 15
Security of Campus 15
Security Considerations Used in the Maintenance of Campus Facilities 15
Alcohol Use by Students Policy 15
Alcohol and Drug Abuse (AODA) Prevention Program 16
Drug and Alcohol Policy 16
Drug Free Schools and Communities Act 16
Discrimination and Harassment Policy 17
Recognizing Discrimination/Harassment 17
Rights and Responsibilities 17
Authority for Enforcement of Policy 17
Prohibition of Sexual Harassment Under Title IX Policy 19

Scope 20
Inclusion Related to Gender Identity/Expression 20
Jurisdiction 21
Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking Occurs 22
Reporting 23
Mandatory Reporting 24
Resolution Process 25
Confidentiality/Privacy 25
Standard of Proof 25
Sanctions 25
Enforcement 25
Definitions 26
Overview of Policy Expectations with Respect to Consensual Relationships 29
Definitions 29
Responding to Harassment Based on Sex under Title IX Procedure References: 34
Reporting Options 34
Lakeshore Employees as Mandated Reporters 35
Intake and Processing of Report 35
Jurisdictional Requirements – Application of Procedures 35
Definitions 35
Rights for All Lakeshore Disciplinary Procedures for VAWA Offenses 38
Disclosures – Family Educational Rights & Privacy Act (FERPA) Exemptions: 39
Grievance Procedures for Complaints of Sex Discrimination under Title IX 40
Grievance Procedures for Complaints of Sex-Based Harassment Involving Student Parties 48
Basic Requirements of Title IX Grievance Procedures for Complaints of Sex-Based 50
Disciplinary Sanctions and Remedies: 57
Dissemination of Policy and Procedures 58
Training 58
File Retention 58
Confidential Resources 58
Non-Confidential Reporters 58
Confidentiality 58
Training 59
How to Be an Active Bystander 59
Risk Reduction 60
Programs to Prevent Domestic Violence, Dating Violence, Sexual Assault and Stalking 61
Primary Prevention and Awareness Programs 62
Ongoing Prevention and Awareness Campaigns 63
Procedures the College Will Follow When a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking is Reported 64
Assistance for Victims: Rights & Options 66

Rights of Victims and the Institution's Responsibilities for Orders of Protection, "No Contact" Orders, Restraining Orders, or Similar Lawful Orders Issued by a Criminal, Civil, or Tribal Court or by the Institution 67
Accommodations and Protective Measures Available for Victims 69
Lakeshore Policy Application 69
Community Resources 70
Clery Act Addendum Requirements 72
Wisconsin State Law Definitions 74
Sex Offender Registry 79
Notification to Victims of Crimes of Violence 79
Prohibition of Hazing 79
Hazing Policy Statements 79
How to Report Hazing 81
Process Used to Investigate Hazing Reports 82
Campus Hazing Transparency Report 85
Hazing Prevention and Awareness Programs 85
Clery Act Reportable Crime Definitions 86
Daily Crime Log 90
Crime Statistics 91
Cleveland Campus 91
Manitowoc Campus 94

LAKESHORE COLLEGE DOES NOT DISCRIMINATE AGAINST PROTECTED CLASSES, INCLUDING BUT NOT LIMITED TO RACE, COLOR, NATIONAL ORIGIN, RELIGION, SEX, OR GENDER – INCLUDING SEXUAL ORIENTATION, GENDER IDENTITY, GENDER EXPRESSION, DISABILITY OR AGE IN EMPLOYMENT, ADMISSIONS, OR ITS PROGRAMS OR ACTIVITIES. TO HANDLE INQUIRIES REGARDING LAKESHORE'S NONDISCRIMINATION POLICIES, CONTACT VICE PRESIDENT OF STUDENT AFFAIRS 920.693.1858, TANYA.BOMAN@LAKESHORE.EDU/EXECUTIVE DIRECTOR OF HUMAN RESOURCES (STAFF/OTHERS) 920.693.1139, JENNIFER.STOHL@LAKESHORE.EDU. 1290 NORTH AVENUE, CLEVELAND, WI 53015. TTY 711 LAKESHORE.EDU/EQUALOPPORTUNITY-STATEMENT 2025

LAKESHORE COLLEGE OVERVIEW

Lakeshore College (Lakeshore or College) is a public, two-year comprehensive community and technical college located in the rural village of Cleveland, Wisconsin. Lakeshore is locally governed by an appointed nine-member District Board.

In 2024, the Higher Learning Commission (HLC) reaffirmed Lakeshore's accreditation for another decade. The Higher Learning Commission is one of six regional accrediting bodies authorized by the U.S. Department of Education. Lakeshore has been an accredited higher education institution since 1977.

Annually, the college educates more than 9,000 students, with approximately 800 graduates per year. Within six months of graduation, associate degree holders report a median salary of $61,355. Furthermore, 95% of our graduates express high satisfaction with their education, with 99% securing employment within six months of graduation within Wisconsin.

Lakeshore serves as a primary provider of higher education to community residents and a vital supplier of skilled workers to regional industries, thereby enhancing overall workforce productivity. Notably, Lakeshore delivered customized employee training to over 110 companies. Lakeshore demonstrates a commitment to excellence through its focus on workforce preparation, affordability, institutional effectiveness, and responsiveness to community needs. Partnerships in the community, with businesses and with education, both K-12 and post-secondary, are key to building career pathways which help keep the economy strong.

Located in east central Wisconsin, Lakeshore serves a district measuring approximately 1,200 square miles, covering Manitowoc and Sheboygan counties and small portions of Calumet and Ozaukee counties. The primary campus, consisting of five instructional buildings and one facility building on a 154-acre site, is in the Village of Cleveland, Wisconsin, centrally located between the district's two primary city centers, Manitowoc and Sheboygan. (Figure 2). In addition to the Cleveland campus, Lakeshore educates students at learning campuses in downtown Manitowoc and previously in downtown Sheboygan, and in various district high schools. Beginning with the 2025-26 school year, Lakeshore will located on the UW-Green Bay, Sheboygan campus.

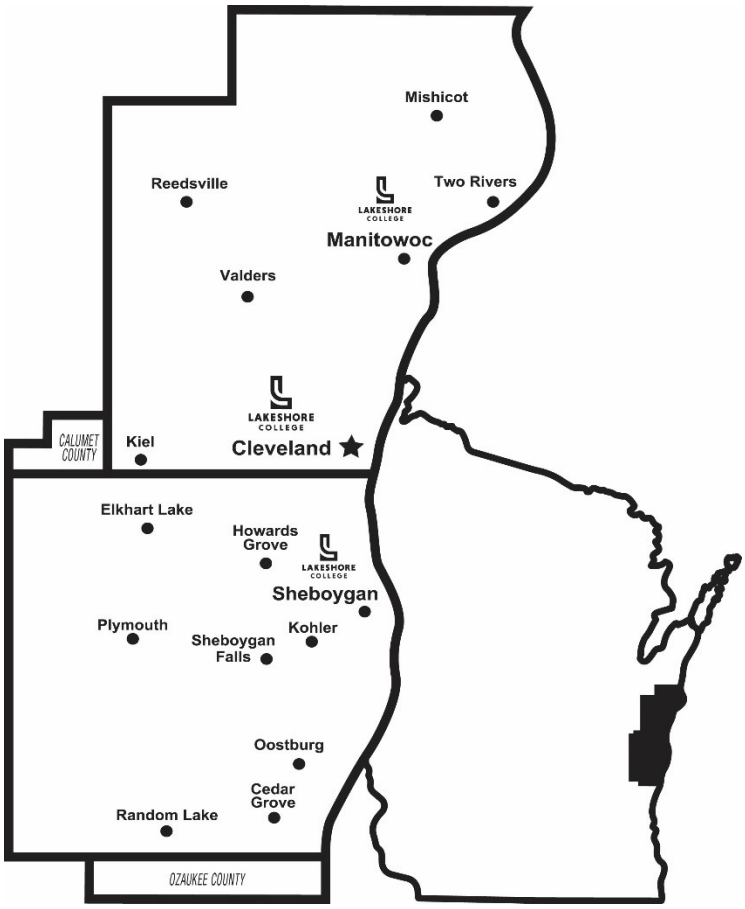
Primary Campus:	Additional Campus:
Cleveland Campus	Manitowoc Campus
1290 North Ave.	600 York St.
Cleveland, WI 53015	Manitowoc, 54220

The former Sheboygan Campus at 1320 Niagara Avenue, Sheboygan, Wisconsin, ceased operations in late spring/early summer 2025 and the lease for the property expired in July 2026. Because the campus closed prior to publication of the 2026 Annual Security Report and no longer constitutes a Separate Campus under the Clery Act, the College has excluded this location from its Clery Geography. Accordingly, no policy statements or crime statistics are reported for the former Sheboygan Campus in this Annual Security Report.

Lakeshore is one of 16 comprehensive technical colleges in Wisconsin which operate under the coordination of the Wisconsin Technical College System. All policy statements contained in this report apply to all campuses unless otherwise indicated.

Lakeshore does not have student housing facilities. Therefore, the College is not required to provide information on Missing Students, On-Campus Student Housing/Residential Facilities crime statistics, Fire Log, Fire Statistics, or a Fire Safety Report.

Figure 1: Lakeshore District Map



Scope of Educational Offerings

Lakeshore's mission is realized with each graduation as students enter the workforce equipped with critical skills (institutional learning outcomes) to meet employer needs (Figure 2) or transfer to 4-year colleges. The college's educational offerings include degree and diploma programs, apprenticeships, incumbent worker training, and pre-college instruction. Additional student learning opportunities include internships, clinicals, and participation in student clubs, student life activities, and service learning. Thirty-five associate of applied science degrees, one associate of science, one associate of arts, ten diploma programs, thirty-nine District certificates, twenty embedded diplomas, eleven embedded pathway certificates, and five state indentured apprenticeships are offered through three instructional divisions. Lakeshore's programs incorporate industry-leading technologies to reflect employment needs and provide a base for lifetime learning. Students access these technologies through hands-on learning. To increase student accessibility, programs are shared with other colleges and courses are offered through

flexible learning options. Fourteen programs hold professional certification or specialized accreditation from twelve entities.

Figure 2: Institutional Learning Outcomes

Communicates Effectively Demonstrates Critical Thinking Works Collaboratively	Exhibits Respect of Individuality Models Professionalism

In addition to meeting the needs of District residents through programs and course offerings, Lakeshore offers courses, workshops, and seminars to meet the needs of business and industry. Lakeshore's Workforce Solutions provides customized training to employers to update employee skills and improve workplace performance. In addition, Workforce Solutions provides comprehensive assessment services to assist employers in developing training plans for employees. In 2024-25 Workforce Solutions contracted with 106 companies and executed 259 contracts via customized instruction and/or technical assistance.

Adult Education instruction was available through the college's Manitowoc and Sheboygan locations but has since moved to the Cleveland campus in 2025-26. Adult Education focuses on academic preparation and includes Adult Basic and Secondary Education (ABE/ASE), English Language Learner (ELL), General Educational Development (GED), and High School Equivalency Diploma (HSED). In addition, college-level courses are taught at those locations, as well as Workforce Solutions offerings.

Distinctive/Critical Facilities, Equipment, Technologies, Regulatory Environment

Lakeshore plans for facilities growth as well as technology expansion as it advances its mission, vision, and strategic plan. Lakeshore allocates resources annually for equipment and remodeling projects to systematically upgrade classroom learning environments that enhance student learning.

Within its broad range of educational offerings, Lakeshore has many distinctive teaching/learning facilities that use modern technology to enhance the students' hands-on learning experiences. Within the new Center for Healthcare Excellence, the Clinical Skills Lab offers human patient simulators, an Anotomage table, a radiography lab, and other hands-on learning equipment for healthcare students to practice and master skills before placement in a clinical site externship. The human patient simulators mimic health conditions for students to practice skills and the Center's configuration lends itself to real-life training and collaboration. The Dental Clinic/Lab provides students with opportunities to learn in a multi-chair lab setting. In the coming year, Lakeshore's renovated and expanded Dental Clinic will provide students with state-of-the-art equipment in a clinic setting on campus. Local dentists, hygienists, and assistants volunteer their time to work with students and provide community dental care.

The Public Safety Training Center offers programs and training ranging from Emergency Medical Services to Confined Rescue. Scenario City, a simulation town, allows students in the Public Safety programs to practice emergency skills in a real-life environment. A fully operational Emergency Operations Center provides a site for hands-on training and an alternate site for emergency responders in case of an event. A state-of-the-art driving skills course offers training to emergency vehicle operators, motorcyclists, and other drivers. This course provides local agencies with

opportunities to train more often with the desired outcome of less traffic injuries or fatalities. A high angle rescue tower was erected to teach proper climbing and fall rescue techniques.

The Kohler Center for Manufacturing Excellence simulates a modern manufacturing site that provides welding, industrial maintenance, robotics, machining, a fabrication lab, and sheet metal trades instruction. The Nierode building showcases robotics, programmable logic controllers, computer aided drafting, computer numerical controlled machine tools, and other hands-on learning equipment used in modern manufacturing facilities. Space in the Nierode building was remodeled in 2014 to expand the Machine Tool and CNC, and Automation. In fall 2024, Lakeshore deployed a new mobile lab, holding learning equipment and materials to offer entry-level education to rural community students in off-site locations.

The Culinary Lab provides a modern, collaborative space for students to receive both classroom instruction and practical skills instruction. The lab replicates professional standards and innovation found in modern commercial kitchens. The flexible learning space also provides movable furniture for lectures and table service for hosting student-led meals. The demonstration kitchen allows individuals to view food preparation and instructor visibility to issue guidance and further instruction. Each week throughout the fall and spring semesters, Culinary students develop a menu, provide a multi-course lunch, and receive feedback from college participants.

The campus-wide learning college classroom and technology refresh plans ensure every classroom and conference room has current and similar equipment and room arrangements to increase usability and functionality. The technology refresh plan ensures computer, network, and media equipment is updated on regular cycles. Wireless networking is available throughout the campus.

Administration

The Lakeshore College administrative structure is comprised of the Board, the College President (who reports to the Board); Vice-Presidents, and an Executive Assistant who report directly to the College President. Other administrative staff include deans, directors, officers, managers, program counselors, admissions advisors, and specialists.

Lakeshore College Police/Security Department

Lakeshore College Police is comprised of part-time sworn police officers. These officers are full-time and part-time sworn officers from Manitowoc County. Our Police officers are deputized Law Enforcement officers through the Sheriff of Manitowoc County. Lakeshore College holds a current Memorandum of Understanding to this effect. Lakeshore College Police patrol the Cleveland Campus primarily when student/guest population is high on campus and have the power to arrest.

Lakeshore College Police/Security Departments are overseen by the Executive Director of Facilities. The Lakeshore College Police/Security Department has two part-time Police officers. Campus Police Officers have the authority to enforce State and Local laws and college policies.

The patrol jurisdiction of Lakeshore College Police officers is limited to any buildings or properties owned or controlled by Lakeshore in Manitowoc County. Lakeshore College Police may assist the Manitowoc agencies with investigations at the Lakeshore owned or controlled facilities in those jurisdictions.

Lakeshore College Police part-time positions receive extensive training in Law Enforcement procedures through their primary agencies. Duties of the Lakeshore College Police Officers include preventative patrol procedures, personal escorts, lock/unlock rooms upon request, response to incidents and case investigation. Lakeshore College Police may be reached at 920.946.6310 or via 911 through Manitowoc County Dispatch. Lakeshore College Police have direct radio contact through Manitowoc County Dispatch.

Lakeshore College Security is overseen by the Executive Director of Facilities and is comprised of part-time Security officers. Lakeshore College Security Officers are retired law enforcement professionals, staff with previous security experience or degrees in Criminal Justice or students from the Lakeshore College Public Safety Programs. Lakeshore College Security Officers are non-sworn, have the responsibility for enforcing College policies and have training in report writing, patrol operations and professional communications. Lakeshore College Security are scheduled to work typically when student/guest populations are lower on the Cleveland campus. Lakeshore College Security Officer's duties include preventative patrol procedures, personal escorts, lock/unlock rooms upon request, and response to incidents with jurisdiction on the Cleveland Campus. The patrol jurisdiction of the Security staff is limited to any buildings or properties owned or controlled by Lakeshore College. Lakeshore College Security staff will communicate with either Lakeshore College Police or our Local Law Enforcement partners when additional Law Enforcement investigation is required. Security Officers can detain suspects until police arrival but have no power of arrest.

There are no written agreements or memorandums of understanding regarding any investigation of criminal incidents, between Lakeshore College and the local police department.

Lakeshore is proud to have a close working relationship with all our local law enforcement agencies, including Manitowoc County Sheriff's Office, Cleveland Police Department, Manitowoc Police Department, Sheboygan County Sheriff's Department, Sheboygan Police Department, and Wisconsin State Patrol. With their assistance, we are better able to provide a safe and secure environment for all who enter our campuses.

Annual Disclosure Statement

Lakeshore prepares this report to comply with the Jeanne Clery Campus Safety Act. The full text of this report can be located on our website: www.lakeshore.edu/clery/asr.

The procedures for preparing the annual disclosure of crime statistics include reporting statistics to the College community obtained from the following sources: the Lakeshore College Police/Security Departments, the local law enforcement agencies within the jurisdiction of our Lakeshore campuses and Campus Security Authorities. For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year the crime was reported. A written request for statistical information is made on an annual basis to all Campus Security Authorities (as defined by federal law). Statistical information is requested and provided to Lakeshore College Police/Security Department.

All of the statistics are gathered, compiled, and reported to the College community via this report, which is published by Lakeshore College. Lakeshore College Police/Security Department submits the annual crime statistics published in this brochure to the Department of Education (ED). The statistical information gathered by the Department of Education is available to the public through

the ED website. Each entity provides updated information on their educational efforts and programs to comply with the Act.

Each year, all enrolled students and registered staff receive an email from the college that provides a direct link to this report. Copies of this report may also be obtained from the Lakeshore College Welcome Center located at entrance C4 as well as the Human Resources Department located in C1110 at the Lakeshore College Cleveland Campus or by calling 920.946.6310.

The Higher Education Opportunity Act (HEOA)

Effective August 14, 2008, the HEOA Act requires each institution governed by the Jeanne Clery Campus Safety Act to immediately notify the campus community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students and staff ***on campus***. The Lakeshore College District fully complies with HEOA.

The HEOA also requires a statement as to the existence of agreements, such as a Memorandum of Understanding (MOU), between the institution and local or state law enforcement. Such agreements do exist between the college and the local law enforcement authorities, including a signed Memorandum of Understanding.

Security Awareness and Crime Prevention Programming

Lakeshore College Police/Security Department is committed to a safe and secure environment. This is achieved by various training and informational methods. The Lakeshore College Police/Security Department partners with other organizations in the college to offer various crime prevention programs such as training provided through the College's Teaching and Learning Center, Incident Management Team, the National Rifle Association (NRA) Refuse to Be a Victim collegiate edition program, personal protection, drug and alcohol abuse, harassment, dating and domestic violence, sexual assaults, stalking and workplace violence.

Various incidents that occur throughout the nation may precipitate other awareness programs and training to better help students and staff to feel better about their safety and security at Lakeshore College and in their homes.

One of the essential ingredients of any successful crime prevention program is an informed public. It is the intent of Lakeshore College to inform students of good crime prevention and security awareness practices.

During the 2025-2026 academic year, Lakeshore College offered approximately two crime prevention and security awareness programs. Topics such as personal safety, sexual assault prevention, Civilian Response to Active Shooter, and Advanced Active Shooter preparedness are examples of programs offered during the prior academic year.

All crime prevention and security awareness programs encourage students and employees to be responsible for their own security and the security of others. Participants in these programs are asked to be alert, security-conscious and involved and advised to call Lakeshore College Police/Security Department to report suspicious behavior. For additional questions regarding crime prevention, contact the department directly at 920.946.6310.

Reporting Crimes and Other Emergencies

Lakeshore encourages all people attending or visiting the campus to accurately and promptly report all real or perceived potential criminal acts and/or all other incidents of suspicious, any emergencies or medical nature on campus, on public property running through or immediately adjacent to the campus, or in other property that is owned or controlled by Lakeshore College to the Lakeshore College Police/Security Department so proper and appropriate follow-up or assistance can be provided.

To report a crime, call the Lakeshore College Police/Security Department at 920.946.6310 or email security@lakeshore.edu, or in an emergency dial 911 for local public safety officials. Reporting crimes can be accomplished 24 hours a day by calling 911. Information on Campus Security is provided on Lakeshore College's website. Emergency Contact Information is posted throughout the Campus. Information on the signs includes Lakeshore College's Police/Security phone number and also 911. Signs are located in all parking lots and pathways leading to buildings.

Response to a Report

In response to a call, Lakeshore College's Police/Security Department will take the required action, either dispatch an officer or ask the victim to report to Lakeshore College's Police/Security Department to file an incident report. All reported crimes will be investigated by the college and may become a matter of public record. All Lakeshore College Police/Security Department incident reports are forwarded to the Director of Facilities for review and referred to Student Services for potential action, as appropriate. Lakeshore College Police/Security Department investigators will investigate a report when it is deemed appropriate. Additional information obtained via the investigation will also be forwarded to Student Services. If assistance is required from the local Police Department or other emergency services, Lakeshore College Police/Security Department will contact the appropriate unit. If a sexual assault or rape should occur, staff on the scene, including Lakeshore College Police/Security Department, will offer the victim a wide variety of services.

Accurate and Prompt Reporting

Members of the Lakeshore community are encouraged to report crime and emergencies accurately and promptly to the Lakeshore College Police/Security Department, including when the victim of a crime elects to, or is unable to, make such a report.

Reporting to Meet Disclosure Requirements

Members of the community are helpful when they immediately report crimes or emergencies to the Lakeshore College Police/Security Department or at the following local jurisdictions or to the following college officials:

- Manitowoc County Sheriff 920.683.4200
- Manitowoc Police Department 920.686.6500
- Sheboygan County Sheriff 920.459.3111
- Sheboygan Police Department 920.459.3333
- Executive Director of Student Success and Registrar 920.693.1733
- Executive Director of Human Resources 920.693.1139
- Vice President of Student Affairs 920.693.1858
- Executive Director of Facilities 920.693.1732

This reporting helps for the purposes of including them in the annual statistical disclosure and assessing them for issuing a Timely Warning Notice, when deemed necessary.

Lakeshore College Police/Security Department

Incidents on the Cleveland Campus can be reported to the Lakeshore College Police/Security Staff making routine patrols of the Lakeshore College Campus. All Lakeshore College Police Officers are trained in advanced recognition of criminal activity or suspicious behavior and are able to properly facilitate a response to all criminal acts and/or situations. Shall it be deemed necessary, a Lakeshore College Incident Report will be generated and completed in a timely manner. Lakeshore College Police Officers shall make the decision whether outside assistance from other police authorities is needed. The on-duty security officer will always have the ability to confide with their supervisor for further guidance.

The additional Lakeshore campuses have the ability to have phone contact with Emergency Services during any hours of operation. In the event of true emergencies, it is recommended that the local law enforcement agencies are contacted promptly for their intervention. These incidents would still require a Lakeshore College Incident Report for proper documentation.

The main Lakeshore College Police/Security Department is currently located on the Cleveland Campus in Room H2420. The phone number is 920.693.1155 (ext. 1155 on any internal phone) or 920.946.6310 (cell).

IP Based Camera System

The Lakeshore Cleveland campus is monitored by IP based Camera System locally. Local law enforcement agencies have access to this footage through the Lakeshore College Police/Security Department. This is done in an effort to maintain a safe and secure environment for our students, staff, and visitors.

Voluntary Confidential Reporting Policy

If you are the victim of a crime and do not want to pursue action by the Lakeshore College Police/Security Department, you may still want to consider making a confidential report. With your permission, Lakeshore College Police/Security Department will report on the details of the crime without revealing your identity (except to the Title IX Coordinator in the event of a reported sex offense or sexual harassment). The purpose of the confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, Lakeshore College Police/Security Department can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regards to a particular location, method, or assailant, and alert the campus community of potential danger. Reports filed in the matter are counted and disclosed in the annual crime statistics for Lakeshore College.

Off Campus Reporting

Because of the limited scope of authority vested in the Lakeshore College Police/Security Department, we are currently unable to monitor or provide security services to students and staff while off of any Lakeshore College Campus. Lakeshore College Police/Security may not have any jurisdiction at our off-site locations. Criminal activity and law enforcement services to students

and staff off campus are provided by the local police departments when violations of federal, state, or local laws surface.

This cooperative team approach addresses situations as they arise as well as future concerns for the students, staff and community. Our Law Enforcement Partners are as follows:

Cleveland Village Police	Manitowoc County Sheriff	Manitowoc City Police
1150 West Washington Ave	1025 S 9th St	910 Jay St
Cleveland, WI 53015	Manitowoc, WI 54220	Manitowoc, WI 54220
920.693.3442	920.683.4200	920.686.6500
Sheboygan County Sheriff	Sheboygan City Police	
525 North 6th St	1315 N 23rd St	
Sheboygan, WI 53081	Sheboygan, WI 53081	
920.459.3111	920.459.3333	

Monitoring and Recording of Criminal Activity by Students at Noncampus Locations of Recognized Student Organizations

Lakeshore does not have officially recognized student organizations that own or control housing facilities outside of the Lakeshore College core campus. Therefore, local police departments are not used to monitor and record criminal activity since there are no non-campus locations of student organizations.

Pastoral and Professional Counselors

Campus "Pastoral Counselors" and "Professional Counselors," when acting as such, are not considered to be a campus security authority for Clery Act purposes and are not required to report crimes for inclusion in the annual disclosure of crime statistics.

- Pastoral Counselor: An employee of an institution, who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.
- Professional Counselor: An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution's community, and who is functioning within the scope of his or her license or certification.

The college does not employ any pastoral or professional counselors; professional counseling services are completely outsourced.

Counseling Services Confidentiality Statement

Lakeshore contracts with BetterMynd to provide counseling services to students. Counselors are required by law and by professional ethics to protect the confidentiality of all communication between counselors and counselee. In some situations, involving danger and/or risk of imminent harm, counselors are required to disclose certain information in order to protect all involved. In certain legal situations, including court orders, counselors are required to disclose information as necessary to comply with the law in that situation. If at all possible, the counselor will discuss the

procedures for doing this and enlist the counselee's assistance in a resolution of the situation that has necessitated such disclosure. The counselor is encouraged to inform people being counseled of the procedures to report crimes to Lakeshore College Police/Security Department on a voluntary basis for appropriate investigation and inclusion into the annual report statistics.

Response Teams

The *Governor's Task Force on Campus Safety* report was released in November of 2007 after the tragic event that occurred at Virginia Tech. In this comprehensive report one of the foremost recommendations was for colleges and universities to create a threat assessment team to identify, evaluate, and address concerns of staff and students. Lakeshore College embraced this idea and created two response teams, the Incident Management Team (IMT) and the Concern, Assess, Respond, Evaluate (CARE) Team.

It is the purpose of the IMT Charter to provide a safe and secure environment for students, staff, and visitors through creation, implementation, and continuous improvement of procedures based on current issues.

The IMT, in conjunction with the College President creates and updates an Emergency Operations Plan that includes the response objectives, preparation practices, and recovery options implemented during unplanned emergencies and disasters of various magnitudes. Lakeshore College is prepared to respond, react, and recover from a multitude of emergency and disaster situations that have been determined to possibly threaten the safety and security of anyone within campus facilities, on campus grounds, as well as engaging in the oversight and management of the recovery effort to restore buildings and infrastructure affected by a variety of emergency or crisis situations.

The CARE Team coordinates responses to student behaviors of concern to other students, faculty, or staff. When concerns are raised about specific student behaviors, team members will follow up on these concerns. The team does not replace other classroom management or disciplinary processes but is a resource to help at-risk students and ensure the safety and security of everyone on campus.

The interdisciplinary team meets regularly to assess and implement intervention plans for students deemed to be at risk to themselves or others socially, mentally, or physically. The team strives to balance the needs of behaviorally at-risk students with the safety and security of the larger college community.

Timely Warnings

In the event a Clery crime is reported within the Lakeshore College Clery Geography (On-Campus, Public Property and Non-campus property), that, in the judgment of the Lakeshore College Campus Police or College Incident Management Team and in consultation with responsible authorities when time permits, constitutes a serious or continuing threat, a campus wide "timely warning" notice will be issued.

To reach as many people as possible, the timely warning will be distributed across many different media as possible.

Timely Warnings are typically issued for the following Uniform Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) crime classifications:

- Murder/Non-Negligent Manslaughter.
- A string of Burglaries or Motor Vehicle Thefts that occur in reasonably close proximity to one another.
- Aggravated Assault (cases involving assaults among known parties, such as two roommates fighting which results in an aggravated injury, will be evaluated on a case-by-case basis to determine if the individual is believed to be an ongoing threat to the larger Lakeshore College community).
- Robbery involving force or violence (cases including pick pocketing and purse snatching will typically not result in the issuance of a Timely Warning Notice but will be assessed on a case-by-case basis).
- Sexual Assault (considered on a case-by-case basis depending on the facts of the case, when and where the incident occurred, when it was reported, and the amount information known by the Campus Police, Director of Facilities or designee). In cases involving sexual assault, they are often reported long after the incident occurred, thus there is no ability to distribute a "timely" warning notice to the community. All cases of sexual assault, including stranger and nonstranger/acquaintance cases, will be assessed for potential issuance of a Timely Warning Notice.
- Major Incidents of Arson.
- Other Clery Crimes as Determined Necessary by Campus Police or their Designee in their Absence

Timely Warning Notices will be distributed as soon as pertinent information is available, in a manner that withholds the names of victims as confidential, and with the goal of aiding in the prevention of similar occurrences.

Timely Warning Notices are typically written and distributed by the Campus Police/Security Department, Director of Facilities, or designee.

Timely Warning Notices will be issued to the campus community via email blast to all Lakeshore assigned email accounts. Timely warnings may also be issued using some or all of the following methods of communication: text messages or emails sent through Lakeshore's Alert Notification System or building postings by Facilities staff.

The institution is not required to issue a Timely Warning with respect to crimes reported to a pastoral or professional counselor.

Emergency Response and Evacuation Procedures

Lakeshore maintains an Emergency Operations Plan which outlines responsibilities of campus units during emergencies. This plan outlines incident priorities, campus organization and specific responsibilities of particular units or positions.

College units are responsible for developing emergency response and continuity of operations plans for their areas and staff. The Incident Management Team provides resources and guidance for the development of these plans. In an emergency, dial 9-1-1 for local public safety officials and report emergencies to Lakeshore College Police/Security Department at 920.946.6310.

In conjunction with other emergency agencies, the college conducts emergency response drills and exercises each year, such as tabletop exercises, field exercises, and tests of the emergency notification systems on campus. These tests, which may be announced or unannounced, are designed to assess and evaluate the emergency plans and capabilities of the institution.

Each test is documented and includes a description of the exercise, the date and time of the exercise, and whether it was announced or unannounced.

The campus publicizes a summary of the emergency response and evacuation procedures via email at least once each year in conjunction with a test (exercise and drill) that meets all of the requirements of the Higher Education Opportunity Act.

Emergency Evacuation Procedures

The emergency evacuation procedures are tested at least twice each year. Students and employees learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation. The Lakeshore College Police/Security Department does not tell building occupants in advance about the designated locations for long-term evacuations because those decisions are affected by time of day, location of the building being evacuated, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. In both cases, Lakeshore College Police/Security Department staff on the scene will communicate information to students regarding the developing situation or any evacuation status changes. The purpose of evacuation drills is to prepare building occupants for an organized evacuation in case of a fire or other emergency. At Lakeshore College, evacuation drills are used as a way to educate and train occupants on fire safety issues specific to their building. During the drill, occupants 'practice' drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm.

General Evacuation Procedures

Procedures for evacuating campus facilities are detailed in the Lakeshore Emergency Checklists and on the Emergency Evacuation Routes posted in each room.

At the sound of a fire alarm or if you are instructed to evacuate, leave your work area immediately and proceed to the nearest exit, and leave the building. If you are the first to recognize a fire situation, activate the alarm, evacuate to a safe location using the nearest exit, and dial 9-1-1 and then notify Lakeshore College Police/Security Department when it is safe to do so. Use the following directives as you vacate the building:

- Remain calm.
- Do NOT use elevators, use the stairs.
- Assist the physically impaired. If they are unable to exit without using an elevator, secure a safe location near a stairwell, and immediately inform the Lakeshore College Police/Security Department or the responding Fire Dept. of the individual's location.
- Proceed to a clear area at least 150 feet from the building. Keep all walkways clear for emergency vehicles.
- Make sure all personnel are out of the building.
- Do not re-enter the building.

Shelter-in-Place Procedures – What it Means to "Shelter-in-Place"

If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to "shelter-in-place" means to make a shelter of the building that you are in, and with a few adjustments this location can be made even safer and more comfortable until it is safe to go outside.

Basic "Shelter-in-Place" Guidance

If an incident occurs and the building you are in is not damaged, stay inside an interior room until you are told it is safe to come out. If your building is damaged, take your personal belonging (purse, wallet, access card, etc.) and follow the evacuation procedures for your building (close your door, proceed to the nearest exit, and use the stairs instead of the elevators). Once you have evacuated, seek shelter at the nearest college building quickly. If police or fire department personnel are on the scene, follow their directions.

How You Will Know to "Shelter-in-Place"

A shelter-in-place notification may come from several sources, the Incident Management Team, Lakeshore College Police/Security Department, other college employees, local police departments, or other authorities utilizing Lakeshore's emergency communications tools.

How to "Shelter–in-Place"

No matter where you are, the basic steps of shelter-in-place will generally remain the same. Should the need ever arise, follow these steps, unless instructed otherwise by local emergency personnel:

- If you are inside, stay where you are. Collect any emergency shelter-in-place supplies and a telephone to be used in case of emergency. If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel on the scene.
- Locate a room to shelter inside. It should be the following:
- An interior room.
- Above ground level.
- Without windows or with the least number of windows. If there is a large group of people inside a particular building, several rooms may be necessary.
- Shut and lock all windows (tighter seal) and close exterior doors.
- Turn off air conditioners, heaters, and fans.
- Close vents to ventilation systems as you are able. (College staff will turn off the ventilation as quickly as possible.)
- Make a list of the people with you and ask someone (hall staff, faculty, or other staff) to call the list in to Lakeshore College Police/Security Department so they know where you are sheltering. If only students are present, one of the students should be called on the list.
- Turn on a radio or TV and listen for further instructions.
- Make yourself comfortable.

Emergency/Immediate Notification

Lakeshore has developed a process to notify the campus community in cases of emergency. While it is impossible to predict every significant emergency or dangerous situation that may occur on campus, the following identified situations are examples which may warrant an emergency

(immediate) notification after confirmation: armed/hostile intruder, bomb/explosives (threat), communicable disease outbreak, severe weather, terrorist incident, civil unrest, natural disaster, hazardous materials incident, and structural fire.

Individuals can report emergencies occurring at Lakeshore College by calling 911 or Lakeshore's Safety and Security staff at 920.946.6310.

In the event of an emergency, Lakeshore will initiate and provide, without delay, immediate notifications to the appropriate segment(s) of the college community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, employees, and visitors.

The Lakeshore College Incident Management Team is responsible for confirming an emergency in conjunction with campus administrators, local first responders and/or the national weather center.

Notification will be made by using some or all of the following methods depending on the type of emergency. Immediate issues will be dealt with via a public address system, television monitors, loudspeakers, fire alarms, and emergency evacuation maps around the Lakeshore area, as well as through text, phone and email messaging (Rave Alert), social media, digital signage (where available), webpage and/or in person communication. If any these systems fail or the College deems it appropriate, in person communication may be used to communicate an emergency. Information received by text, phone and email will be through the Rave Alert mass notification system, the cost is free for students and staff. If feasible or needed, a media report will be released to local radio and TV stations for mass broadcast.

If the Incident Management Team, Director of Facilities, or designee, in conjunction with other College administrators, local first responders, Public Health Officials and/or the National Weather Service, 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 Lakeshore community, the Lakeshore College Police/Security Department, Incident Management Team, Marketing Department, and College Leadership will collaborate to determine the content of the message and will use some or all the systems described below to communicate the threat to the Lakeshore College Community or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population. Follow-up information will be distributed using some or all of the identified communication systems (except fire alarm) stated above. Examples include; posted on exterior doors of any affected Lakeshore College location, on the main page of the Lakeshore College website, electronically mailed and texted to members of the Lakeshore College community.

The Lakeshore Alert System is automatically opt-in for students, faculty, and staff to receive emergency text and voice messaging, updates can be made through https://lakeshore.edu/experience-lakeshore/personal-support/alert-system.

The local news media may be utilized to disseminate emergency information to members of the larger community, including neighbors, parents, and other interested parties. The larger community can also access emergency information via the Lakeshore webpage and/or social media.

Note: If it is in the professional judgment of the responsible authorities, activating the notification system may compromise any efforts to mitigate the event or assist victims, notification may be

delayed or not issued. Lakeshore College 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 judgment of the first responders (including, but not limited to: Lakeshore College Police/Security Department, the Incident Management Team, local police departments and/or the local fire and Emergency Medical Services), compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

If there is an immediate threat to the health or safety of students or employees occurring on campus, an institution must follow its emergency notification procedures. An institution that follows its emergency notification procedures is not required to issue a timely warning based on the same circumstances; however, the institution must provide adequate follow-up information to the community as needed.

College Access Control

Lakeshore has limited hard keys for exterior access and relies primarily on electronic card access to permit entry. This allows for greater access control throughout the district and allows for a faster response when an access card is lost, misplaced, or stolen. All access key cards as well as physical keys are the property of Lakeshore and must be returned at the request of the proper authority.

During business hours, Lakeshore will be open to students, parents, employees, the general public, contractors, guests, and invitees. During non-business hours, access to all college facilities will only be given to those who need to be in the building after hours as part of their regular job requirements (e.g., Information Technology, Facilities, and Contracted Cleaning). Village of Cleveland residents have access to the Wellness Center based on established hours. Anyone needing access to the Campus during non-business hours not mentioned in the above statement or not normally granted after-hours access will need to contact the Lakeshore College Police/Security Department at 920.946.6310.

Security of Campus

Lakeshore College Campus Security/ Police conduct routine patrols of campus buildings to evaluate and monitor security related matters.

Security Considerations Used in the Maintenance of Campus Facilities

Lakeshore maintains campus facilities in a manner that minimizes hazardous and unsafe conditions. Parking lots and pathways are illuminated with lighting. Lakeshore College Police/Security Department works closely with Facilities Management to address burned out lights promptly as well as malfunctioning door locks or other physical conditions that enhance security. Other members of the college community are helpful when they report equipment problems to Lakeshore College Police/Security Department or to Facilities Management.

Alcohol Use by Students Policy

Students will be expected to abide by the legal statutes covering the use of beer/alcoholic beverages. Using, possessing, or distributing alcohol at any college facility is not permitted. While participating in off-campus activities, students are not permitted to consume alcohol, regardless of their age. At on or off-campus events, clubs will not be permitted to purchase beer/alcoholic beverages using school or club funds. If staff recognize and identify situations where inappropriate

student alcohol use is suspected, Campus Police or appropriate authorities will be contacted immediately. Violations of this policy may result in Student Code of Conduct Violations.

Alcohol and Drug Abuse (AODA) Prevention Program

Lakeshore recognizes that the misuse and abuse of alcohol and other chemicals is a serious health problem affecting every aspect of human life. Some of these problems include the following:

- Diseases of the liver, brain, heart, pancreas, and every other organ and/or system in the body.
- Depression, moodiness, disorientation, and lack of inhibitions, which can lead to increased risk of accident, suicide and violent behavior including homicide.
- Difficulties with memory, concentration, attention span, abstract reasoning, and the ability to process perceptual information in a manner consistent with reality.
- Spontaneous miscarriage and fetal malformations including physical, cognitive, and emotional problems which can be permanent.
- The risk of dependency and its related physical, mental emotional, social, legal, family, and financial problems.

A student in need of assistance working through such problems is encouraged to contact the Student Conduct Officer or Program Counseling for assistance in connecting to resources. Conscientious efforts to seek such help shall not in themselves jeopardize any student's enrollment and will not be noted in the student's educational record. Any assistance provided can be done anonymously and is kept completely confidential within legal guidelines.

Drug and Alcohol Policy

Lakeshore College prohibits the unlawful possession, use, and sale of alcoholic beverages and illegal drugs on campus. The Campus Police are responsible for the enforcement of state underage drinking laws and enforcement of Federal and State drug laws.

Lakeshore College is committed to upholding all local, state, and federal laws concerning the use and abuse of alcohol and controlled substances and will support campus community efforts to reduce or eliminate violations of such laws. Lakeshore College complies with the standards set in the Drug Free Workplace Act of 1988. Possession, use, sale, and distribution of alcohol, controlled substances, and illegal drugs by students, employees, vendors, and visitors on college property or at sponsored college events, or by employees on district business while off of district premises without authorization is strictly prohibited. Local Law Enforcement has primary responsibility for the enforcement of State underage drinking laws as well as the enforcement of Federal and State drug laws.

In addition, no students, employees, or visitors shall be impaired by alcohol, controlled substances, and illegal drugs or in possession of any drug paraphernalia on college premises or at any college-sponsored activity, or in the case of employees, on district business that is conducted off premises. Students and employees violating the above can be subject to disciplinary action by the college and involvement by the local policing jurisdiction.

Drug Free Schools and Communities Act

In compliance with the Drug Free Schools and Communities Act, Lakeshore has established a Drugfree Workplace/Schools/Communities policy and publishes information regarding the College's educational programs related to drug and alcohol abuse prevention which include

standards of conduct that prohibit the unlawful possession, use, and distribution of alcohol and illegal drugs on campus and at institution-associated activities; sanctions for violations of federal, state, and local laws and college policy; a description of health risks associated with alcohol and other drug use; and a description of available counseling and a description of available treatment programs and/or re-entry programs for Lakeshore College students and employees. A complete description of these topics, as provided in the College's annual notification to students and employees, is available online at: Drug-free Workplace/Schools/Communities.

Discrimination and Harassment Policy

In keeping with its commitment to provide a safe learning and working environment, discrimination or harassment of any employee, student, non-employee, third party individual, or retaliation for reporting or investigating such behavior will not be tolerated at Lakeshore. Such conduct is subject to discipline up to and including termination or expulsion.

Recognizing Discrimination/Harassment

The College prohibits discrimination and harassment, based on age, race, color, religion, disability, gender, martial status, sexual orientation, national origin, ancestry, pregnancy, and other legally protected status. Harassment is defined as unwelcome verbal and/or physical conduct that unreasonably interferes with an individual's work or academic performance, creates a hostile, intimidating, or offensive environment or is the basis for an employment or educational decision. Such conduct may be subtle and/or manipulative. Occasional compliments of a socially acceptable nature are not generally considered harassment. Victims and offenders may be managers, supervisors, co-workers, and non-employees such as clients or vendors, and students.

Rights and Responsibilities

All employees, non-employees, students, and third-party individuals have the responsibility to comply with all discrimination and harassment laws. The college and each employee, nonemployee, and student have rights, responsibilities, and liabilities associated with inappropriate/illegal conduct. Rights are protected under applicable anti-discrimination laws. Responsibility involves demonstrating appropriate and respectful conduct in the work/education environment. Liabilities for both the college and the individual may include criminal action, civil action, enforcement agency action, and monetary and other penalties.

Authority for Enforcement of Policy

The Affirmative Action Officer (staff) and Equal Opportunity Officer (students), acting on behalf of the college, have the authority to investigate complaints against its agents, employees, nonemployees, students, and third-party individuals whether the specific acts complained of were forbidden or even authorized by the college and regardless of whether the college knew or should have known of their occurrence. The Affirmative Action Officer (staff) and Equal Opportunity Officer (students) are authorized to render recommendations and take corrective action.

Lakeshore is bound by, and supports, all applicable laws. The Title IX of the Higher Education Act of 1972 ensures the college does not discriminate on the basis of sex in its education programs and the Campus Sexual Violence Elimination Act (SAVE) of 2013 and Violence Against Women Reauthorization Act (VAWA) ensures that colleges and universities implement policies and programs to prevent sexual assault, quid pro quo, hostile environment harassment, dating violence, domestic violence, and stalking.

Lakeshore College prohibits the offenses of domestic violence, dating violence, sexual assault and stalking (as defined by the Clery Act) and Lakeshore reaffirms its commitment to maintaining a campus environment that emphasizes the dignity and worth of all members of the college community. Toward that end, Lakeshore issues this statement of policy to inform the campus community of our programs to address sexual assault, quid pro quo, hostile environment harassment, dating violence, domestic violence, and stalking as well as the procedures for institutional disciplinary action in cases of alleged sexual assault, quid pro quo, hostile environment harassment, dating violence, domestic violence, and stalking, which will be followed regardless of whether the incident occurs on or off campus when it is reported to a college official.

Lakeshore does not discriminate on the basis of gender, gender identity, or sexual orientation in administration of its educational policies, admissions policies, scholarship and loan programs, and other college-administered programs or in its employment practices. Students, instructors, and staff are subject to various federal, state, and local laws, which regulate civil and criminal conduct. Title IX of the Higher Education Act of 1972 ("Title IX") prohibits discrimination on the basis of sex in education programs or activities operated by recipients of Federal financial assistance. Sexual assault and harassment are forms of sex discrimination that are illegal under Title IX. Sexual assault is an act of sexual violence, which involves any form of sexual contact or conduct without a person's consent. Title IX and the Campus Sexual Violence Elimination Act of 2013 ensure that colleges and universities implement policies and programs to prevent sexual harassment, sexual assault, stalking, relationship-based violence, and hate crimes.

Students are encouraged to direct Title IX questions, concerns, and complaints to the Title IX Coordinator or the Title IX Deputy Coordinator. If the Title IX Coordinator is alleged to be the person who engaged in discrimination or sexual misconduct, the report may be filed with another of the named offices. Complaints can also be filed with the Office of Civil Rights (OCR). The OCR encourages complainants to follow the College's process prior to filing a complaint with OCR; however, it is not required. Generally, complaints must be filed with OCR within 180 days of the alleged event. Complaints can be filed with OCR via email at ocr@ed.gov and by completing an electronic complaint form at http://www2.ed.gov/about/offices/list/ocr/complaintintro.html.

Consistent with federal and state law and the intended culture of the college, Lakeshore College strives to provide a safe and welcoming campus environment. To attain this goal, the college seeks to provide safety, privacy, and confidentiality where possible, and support to victims of sexual assault and violence at all Lakeshore campuses and Regional Learning Centers. Lakeshore offers educational programming to promote the awareness and prevention of rape, acquaintance rape, sexual assault, sexual harassment, domestic violence, dating violence, and stalking. There are instances where conduct or content of a sexual nature is a legitimate part of the curriculum, whereas the same conduct might be sexual harassment in another context. Reports involving violations of this policy will be taken seriously and incidents will be responded to in a prompt and equitable manner.

Laws and the requirements of this policy affect all relationships within the college community, including, but not limited to the following:

- Student relationships with other students.
- Instructor and staff conduct toward students.
- Student conduct toward instructors and staff.

- Conduct between members of different genders.
- Conduct between members of the same gender.
- Conduct toward persons outside the college community may be considered a violation of this policy if the college concludes there is a sufficient connection between the conduct and the college to warrant the college acting.
- Conduct between campus visitors and students or employees.

Lakeshore has a zero-tolerance policy for gender-based harassment. When an allegation of harassment is brought to the Title IX coordinator's attention, and a respondent has been found to have violated this policy, serious sanctions will be used to reasonably ensure that such actions are not repeated. This policy has been developed to include the following:

- Reaffirm these principles.
- Provide recourse for individuals whose rights have been violated.
- Define community expectations.
- Establish when expectations have been violated.

On-campus violations include any violation which occurs within the geographic confines of the college, including its land, institutional roads and buildings, its leased premises, common areas at leased premises, the property, facilities, and leased premises of organizations affiliated with the college.

Because off-campus events can impact the learning environment while a student is attending college, Lakeshore will also consider the effects of off-campus misconduct when evaluating whether there is a hostile environment on-campus or in an off-campus education program or activity. Students should be aware that off campus violations that have a downstream effect on the college or its students are subject to disciplinary sanctions. As examples, sexual misconduct and harassment are within the college's interest when the following behavior:

- Involves conduct directed at or by a college student or other member of the college community (e.g., outside employment).
- Occurs during college-sponsored events (e.g., field trips, social or educational functions, college-related travel, student recruitment activities, internships, and service-learning experiences).
- Occurs during the events of organizations affiliated with the college, including the events of student organizations.
- Occurs during a Study Abroad Program or other international travel.
- Poses a disruption threat to the college community.

The college cannot fully address the continuing effects of off-campus sexual violence on campus or in an off-campus education program or activity unless it processes the complaint and gathers appropriate additional information in accordance with its established procedures.

Prohibition of Sexual Harassment Under Title IX Policy

Lakeshore College is committed to providing an academic and work environment free of unlawful sex discrimination, including sex-based harassment, and unlawful harassment under Title IX. To ensure compliance with applicable federal and state laws and regulations, without limitation, Title IX of the Education Amendments Act of 1972 and its implementing regulations ("Title IX"), and to affirm its commitment to promoting the goals of fairness and equity in all aspects of the

educational enterprise, Lakeshore College has developed and enacted this policy to make clear that discrimination on the basis of sex, sexual harassment and retaliatory conduct related to sex-base harassment, alleged or proven, will not be tolerated.

This policy protects students, employees, applicants for admission or employment, and other individuals participating or attempting to participate in Lakeshore College's education program or activity.

Lakeshore College seeks to foster an environment in which all employees, students, and other members of the campus community feel free to report incidents of harassment without fear of retaliation or reprisal. Sex discrimination, including sex-based harassment, is prohibited in all Lakeshore programs and activities or as otherwise prohibited by this policy. Forms of sex discrimination include sex stereotypes, pregnancy or related condition, sexual orientation, and gender identity. Forms of sex-based harassment include Quid Pro Quo, Hostile Environment Harassment, Sexual Assault, Dating Violence, Domestic Violence or Stalking and Sexual Exploitation. Individuals who engage in such acts have violated this policy and are subject to disciplinary action. This policy also prohibits retaliation against any individuals who report sex discrimination or sex-based harassment, who assist others in reporting sex discrimination or sex-based harassment, or who participate in Lakeshore proceedings related to any report of sex discrimination or sex-based harassment. Individuals who engage in such retaliation are subject to disciplinary action.

Individuals who are subject to acts of sex discrimination or sex-based harassment are encouraged to report these incidents. The college will investigate all allegations of Title IX retaliation swiftly and thoroughly as all complaints are treated seriously and investigated fully and impartially. Lakeshore will provide access to appropriate resources to any individual who experiences sex-based harassment, regardless of whether the individual decides to file a formal complaint under this policy.

Scope

This policy is only applicable to alleged incidents that occur after August 1, 2024. For alleged incidents of sexual discrimination/harassment occurring prior to August 1, 2024, the policy and procedures in place at that time of the alleged incident apply. Applicable versions of those policies and procedures are available from the Title IX Coordinator and at this link to existing policy.

This policy applies to all faculty, employees, students, and other individuals participating in or attempting to participate in Lakeshore College's programs or activities, including education and employment.

Inclusion Related to Gender Identity/Expression

Lakeshore College strives to ensure that all individuals are safe, included, and respected in their working and learning environments, regardless of their gender identity or expression, including intersex, nonbinary, transgender, agender, two-spirit, and gender-diverse students and employees.

Discrimination and harassment on the basis of gender identity or expression are not tolerated by Lakeshore College. If a member of the Lakeshore College community believes they have been subjected to discrimination under this Policy, they should follow the appropriate reporting process described herein.

In upholding the principles of equity and inclusion, Lakeshore College supports the full integration and healthy development of those who are transgender, transitioning, nonbinary, or genderdiverse, and seeks to eliminate any stigma related to gender identity and expression.

Lakeshore College is committed to fostering a climate where all identities are valued, contributing to a more vibrant and diverse community. The purpose of this Policy is to have Lakeshore College administratively address issues that some students and employees, including those identifying as intersex, transgender, agender, nonbinary, and gender-diverse, may confront as they navigate systems originally designed around the assumption that gender is binary. As our society's understanding of gender evolves, so do Lakeshore College's processes and policies.

Concepts like misgendering and deadnaming may not be familiar to all but understanding them is essential to Lakeshore College's goal of being as welcoming and inclusive a community as possible.

Misgendering or mispronouncing is the intentional or unintentional use of pronouns or identifiers that are different from those used by an individual. Unintentional misgendering is usually resolved with a simple apology if someone clarifies their pronouns for you. Intentional misgendering is inconsistent with the type of community we hold ourselves out to be and may constitute a Policy violation if the effect is greater than de minimis (so small that it lacks consideration) harm. We each have a right to determine our own gender identity and expression, but we don't get to choose or negate someone else's.

Deadnaming, along with misgendering, can be very traumatic to a person who is transgender, transitioning, nonbinary, or gender diverse. Deadnaming means using someone's birth-assigned (cisgender) name, rather than the name they have chosen.

To a person who is transgender, transitioning, nonbinary, or gender-diverse, their cisgender identity may be in their past - dead, buried, and behind them. To then revive their deadname could trigger issues, traumas, and experiences of the past that the individual has moved past, or is moving past, and can interfere with their health and well-being.

Again, unintentional deadnaming can be addressed by a simple apology and an effort to use the person's chosen name. Intentional deadnaming could be a form of bullying, outing, or otherwise harassing an individual, and thus should be avoided.

This Policy should be interpreted consistent with the goals of maximizing the inclusion of intersex, transgender, transitioning, agender, nonbinary, and gender-diverse students and employees.

Jurisdiction

This policy applies to conduct or behavior by Lakeshore College students or employees that takes place on or within Lakeshore's campus, at Lakeshore College-sponsored or supported events or activities, whether held on or off Lakeshore's campus, including those held in other municipalities, states, and nations, or over/through/via Lakeshore College-owned or provided technology (e.g., networks, websites or e-mail accounts). This policy applies to any conduct, allegations of conduct, or information about conduct, including off campus conduct, that has or may likely have the effect of discouraging or limiting a person's participation in, or accessibility

to, Lakeshore College's education programs or activities on the basis of sex. For disciplinary action to be issued under this Policy, the Respondent must be a Lakeshore College faculty member, student, or employee at the time of the alleged incident. If the Respondent is unknown or is not a member of the Lakeshore College community, the Title IX Coordinator or Deputy

Coordinator will offer to assist the Complainant in identifying appropriate institutional and local resources/ support options and will implement appropriate supportive measures and/or remedial actions (e.g., No trespass citation from Lakeshore).

Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking Occurs

After an incident of sexual assault, dating violence or domestic violence, the victim should consider seeking medical attention as soon as possible, such as at the Aurora Memorial Hospital in Sheboygan, WI In Wisconsin, evidence may be collected even if you chose not to make a report to law enforcement.[1] When a health care professional collects sexual assault evidence, a victim will have the choice to report to law enforcement or not. If the victim chooses not to report to law enforcement, the health care professional will send the kit to the state crime laboratories for storage within 72 hours. The crime lab will then store the kit for up to 10 years, or until the victim decides to report to law enforcement. If a victim does choose to report to law enforcement, the health care professional will notify law enforcement within 24 hours after collecting the sexual assault kit. The law enforcement agency then has 72 hours to collect the kit from the health care professional, and then 14 days to send the kit to the state crime laboratories for analysis. It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred/or is occurring or may be helpful in obtaining a protection order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted infections. Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to College adjudicators/investigators or police.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim (student or employee) chooses not to make a complaint regarding an incident, he or she nevertheless should consider speaking with Lakeshore College Police/Security Department, Human Resources, Student Affairs, or other law enforcement to preserve evidence in the event that the victim decides to report the incident to law enforcement or the College at a later date to assist in proving that the alleged criminal offense occurred or that may be helpful in obtaining a protection order.

[1] Under the Violence Against Women and Department of Justice Reauthorization Act of 2005, starting in 2009, states must certify that they do not "require a victim of sexual assault to participate in the criminal justice system or cooperate with law enforcement in order to be provided with a forensic medical exam, reimbursement for charges incurred on account of such an exam, or both."

Reporting

Involvement of Law Enforcement and Campus Authorities

Although the college strongly encourages all members of its community to report violations of this policy to law enforcement (including on campus security and/or local police), it is the victim's choice whether or not to make such a report. Furthermore, victims have the right to decline to notify law enforcement.

However, the Title IX Coordinator or Deputy Coordinator can also assist any victim with contacting local law enforcement or Lakeshore College Security if the individual desires to file a police report about criminal conduct.

Lakeshore College Police/Security Department may also be reached directly by calling 920.946.6310, in person at the Cleveland Campus Room H2420. Additional information about the Manitowoc County Sheriff department may be found online at: Sheriff - Manitowoc County and Sheboygan County Sheriff department may be found online at: Sheriff's Department | Sheboygan County.

Reporting Incidents of Domestic Violence, Dating Violence, Sexual Assault and Stalking

If you have been the victim of domestic violence, dating violence, sexual assault, or stalking, Lakeshore College strongly urges its students, staff and visitors to report sex discrimination, sex-based harassment and/or retaliation in violation of this policy. If you believe you have experienced sex discrimination, sex-based harassment, or retaliation, you may report it using any of the following options:

- File a complaint with, or give verbal notice to:
    - Title IX Coordinator: Tanya Boman tanya.boman@lakeshore.edu | (920) 693-1858
    - Title IX Deputy Coordinator: Chou Yang chou.yang@lakeshore.edu | (920) 693-1733
- Report online using the reporting form posted at:
    - https://cm.maxient.com/reportingform.php?LakeshoreTC&layout_id=3

Such a report may be made at any time, including during non-business hours, by using the telephone number or email address, by mail to Lakeshore College, 1290 North Avenue, Cleveland, WI 53015 addressed to a Title IX Coordinator, or online. Reports of all domestic violence, dating violence, sexual assault and stalking made to Lakeshore College Police/Security Department will automatically be referred to the Title IX Coordinator for investigation regardless of if the complainant choses to pursue criminal charges.

Lakeshore College's Policy prohibits knowingly making false statements/reports, including knowingly submitting false information at any time during the process.

At any point in time, a student or employee has the right to explore issues involving sex discrimination, sex-based harassment, or retaliation in violation of this policy with any of the following external resources:

<table>
<tr><td colspan="2">State of Wisconsin Department of Workforce Development – Equal Rights Division</td></tr>
<tr><td>Madison Office
201 E. Washington Avenue
Room A100
PO Box 8928
Madison, WI 53708
(608) 266-6860</td><td>Milwaukee Office
816 N. 6th Street
Room 723
Milwaukee, WI 53203
(414) 227-4384</td></tr>
<tr><td colspan="2">U.S. Equal Employment Opportunity Commission
Milwaukee Area Office
Reuss Federal Plaza
310 W. Wisconsin Avenue, Suite 500 Milwaukee,
WI 53203
(800) 669-4000</td></tr>
<tr><td colspan="2">US Department of Education – Office of Civil Rights</td></tr>
<tr><td>Main Office
400 Maryland Avenue, SW
Washington, D.C. 20202-1100
Customer Service Hotline: (800) 421-3481
TDD: (877) 521-2172
Email: OCR@ed.gov
http://www.ed.gov/ocr</td><td>Chicago Office
John C. Kluczynski Federal Building
230 S. Dearborn Street, 37th floor
Chicago, IL 60604
(312) 730-1560</td></tr>
</table>

Mandatory Reporting

Every employee (including student employees), unless identified as a confidential resource, are Mandated Reporters and are expected to promptly report all known details of actual or suspected sex discrimination, sex-based harassment and/or retaliation to a Title IX Coordinator/Deputy Coordinator or through completing an incident report online. Submission of an incident report ensures compliance with many state and federal laws, but more importantly is the vehicle to an equitable and unbiased process.

Employees who are identified as a confidential resource, as described below, and who receive notice within the scope of their confidential role do need to submit an anonymous statistical information report for Clery Act purposes.

After an incident report is submitted, the Title IX Coordinator or Deputy Coordinator will communicate with the complainant. The complainant will be provided with supportive resources and informed options for appropriate and reasonable measures that the College can take to support them.

Complainants have the right to decide among those options without impairing the College's ability to provide the measures. Failure to report an incident is considered a violation of College policy and can be subject to disciplinary action.

Resolution Process

Lakeshore College has adopted a resolution process that provides for the prompt and equitable resolution of complaints made by students, employees, or other individuals who are participating or attempting to participate in its education program or activity, or by the Title IX Coordinator, alleging any action that would be prohibited by Title IX or the Title IX regulations. Lakeshore College's procedure for addressing, investigating, and resolving potential violations of this policy is provided in Lakeshore College's Responding to Discrimination or Harassment Based on Sex under Title IX Procedure.

Confidentiality/Privacy

Lakeshore College makes every effort to preserve the Parties' privacy. Lakeshore College will not share the identity of any individual who has made a complaint of harassment, discrimination, or retaliation; any Complainant; any individual who has been reported to be the perpetrator of discrimination, harassment, or retaliation; any Respondent; or any witness, except as permitted by, or to fulfill the purposes, of applicable laws and regulations (e.g., Title IX), Family Educational Rights and Privacy Act (FERPA) and its implementing regulations, or as required by law; including any investigation, or resolution proceeding arising under these policies and procedures.

Standard of Proof

Lakeshore College uses the preponderance of the evidence standard of proof when determining whether a Policy violation occurred. This means that Lakeshore College will decide whether it is more likely than not (based upon the available information at the time of the decision) that the Respondent is in violation of the alleged Policy violation(s).

Sanctions

Any student or employee found to have violated this policy will be sanctioned, with sanctions for students that may include an oral reprimand; a written reprimand presented only to the student; an assignment to repeat the work, to be graded on its merit; a lower or failing grade on the particular assignment or test; a lower grade in the course; a failing grade in the course; removal of the student from the course in progress; a written reprimand to be included in the student's disciplinary file; removal from their academic program of study; disciplinary probation; or suspension or expulsion from the college and sanctions for employees include written or verbal reprimand, required training or counseling, reduction in pay, demotion, suspension or discharge.

Enforcement

The overall administration and enforcement of this policy is the responsibility of the Title IX Coordinator. Title IX Deputy Coordinators are primarily responsible for coordinating Lakeshore College's efforts related to the intake, investigation, resolution, and implementation of supportive measures regarding sex discrimination or sex-based harassment and retaliation prohibited under this policy. Any questions or concerns should be directed to:

Dr. Tanya Boman Vice President of Student Affairs/Title IX Coordinator Lakeshore College 1290 North Avenue Cleveland, WI 53015 (920) 693-1858 tanya.boman@lakeshore.edu	Chou Yang Executive Director of Student Services/Registrar/Student Conduct Officer/Title IX Deputy Coordinator Lakeshore College 1290 North Avenue Cleveland, WI 53015 (920) 693-1733 chou.yang@laekshore.edu	Jennifer Stohl Executive Director of Human Resources/Title IX Deputy Coordinator Lakeshore College 1290 North Avenue Cleveland, WI 53015 (920) 693-1139 jennifer.stohl@lakeshore.edu

Definitions

For the purposes of this policy, the following have been identified as key definitions:

Complainant: A Complainant is an individual who alleges he/she/they is the victim of conduct that could constitute sexual harassment.

Complaint: An oral or written request to Lakeshore College that can objectively be understood as a request for Lakeshore College to investigate and make a determination about the alleged Policy violation(s).

Confidential Employee: Means an employee of Lakeshore College whose communications are privileged or confidential under Federal or State Law. The employee's confidential status, for purposes of this policy, is only with respect to information received while the employee is functioning within the scope of their duties to which privilege or confidentiality applies.

Consent: The state of Wisconsin (Section 940.225 (4) defines consent as: Words or overt actions by a person who is competent to give informed consent indicating a freely given agreement to have sexual intercourse or sexual contact. The following persons are presumed incapable of consent:

- A person suffering from a mental illness or defect which impairs capacity to appraise personal conduct.
- A person who is unconscious or for any other reason is physically unable to communicate unwillingness to an act.

Disciplinary sanctions: means consequences imposed on a respondent following a determination under Title IX that the respondent violated the recipient's prohibition on sex discrimination.

Employee: encompasses all Lakeshore College classifications, including exempt, non-exempt, part-time; including student employees when acting within the scope of their employment, who receive a paycheck from Lakeshore College.

Party: means a complainant(s) or respondent(s), collectively.

Pregnancy or related conditions:

- Pregnancy, childbirth, termination of pregnancy, or lactation;

- Medical conditions related to pregnancy, childbirth, termination of pregnancy, lactation
- Recovery from pregnancy, childbirth, termination of pregnancy, lactation, or related medical conditions

Relevant: means related to the allegations of sex discrimination under investigation as part of these grievance procedures. Questions are relevant when they seek evidence that may aid in showing whether the alleged sex discrimination occurred, and evidence is relevant when it may aid a decisionmaker in determining whether the alleged sex discrimination occurred.

Remedies: means measures provided, as appropriate, to a complainant or any other person the recipient identifies as having had their equal access to the recipient's education program or activity limited or denied by sex discrimination. These measures are provided to restore or preserve that person's access to the recipient's education program or activity after a recipient determines that sex discrimination occurred.

Respondent: A Respondent is an individual reported to be the perpetrator of conduct that could constitute sexual harassment.

Retaliation: is any kind of action taken against any individual bringing a complaint or assisting in the investigation of a complaint which may adversely affect their employment/education status. Such retaliation is illegal under s.111.322 (2m), Wisconsin Statutes, and will subject the individual(s) to disciplinary action.

Sex-based harassment: is a form of sex discrimination and means sexual harassment and other harassment on the basis of sex, including on the basis of sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, and gender identity, that is:

1) Quid pro quo harassment. An employee, agent, or other person authorized by the recipient to provide an aid, benefit, or service under the recipient's education program or activity explicitly or impliedly conditioning the provision of such an aid, benefit, or service on a person's participation in unwelcome sexual conduct.
2) Hostile environment harassment. Unwelcome sex-based conduct that, based on the totality of the circumstances, is subjectively and objectively offensive and is so severe or pervasive that it limits or denies a person's ability to participate in or benefit from the recipient's education program or activity (i.e., creates a hostile environment). Whether a hostile environment has been created is a fact-specific inquiry that includes consideration of the following:
    a. The degree to which the conduct affected the complainant's ability to access the recipient's education program or activity;
    b. The type, frequency, and duration of the conduct;
    c. The parties' ages, roles within the recipient's education program or activity, previous interactions, and other factors about each party that may be relevant to evaluating the effects of the conduct;
    d. The location of the conduct and the context in which the conduct occurred; and
    e. Other sex-based harassment in the recipient's education program or activity; or
3) Specific offenses.
    a. Sexual assault meaning an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation;
    b. Dating violence meaning violence committed by a person:

i. Who is or has been in a social relationship of a romantic or intimate nature with the victim; and
ii. Where the existence of such a relationship shall be determined based on a consideration of the following factors:
    a) The length of the relationship;
    b) The type of relationship; and
    c) The frequency of interaction between the persons involved in the relationship;
iii. Domestic violence meaning felony or misdemeanor crimes committed by a person who:
    a) Is a current or former spouse or intimate partner of the victim under the family or domestic violence laws of the jurisdiction of the recipient, or a person similarly situated to a spouse of the victim;
    b) Is cohabitating, or has cohabitated, with the victim as a spouse or intimate partner;
    c) Shares a child in common with the victim; or
    d) Commits acts against a youth or adult victim who is protected from those acts under the family or domestic violence laws of the jurisdiction; or
iv. Stalking meaning engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
    a) Fear for the person's safety or the safety of others; or
    b) Suffer substantial emotional distress.

Sexual Harassment: means unwelcome verbal or physical conduct, sexual advances, request for sexual favors, physical conduct, and conduct directed at another person of the same of opposite gender when:

a) Quid Pro Quo harassment (Latin term--"this for that") means submission to such harassment is made, either explicitly or implicitly, a term or condition of an individual employment or education status; or submission to or rejection of sexual harassment by an individual is used as a basis for employment or education decisions.
b) Hostile Environment harassment (conduct) means it is sufficiently severe or pervasive and has the purpose or effect of substantially interfering with an individual's performance or creating an intimidating, hostile, abusive, or offensive environment to a "reasonable person."

Sex Discrimination: means being treated less favorably based on a person's sex. Sex discrimination on the basis of sex includes discrimination based on sex stereotypes, sex characteristics, pregnancy or related condition, sexual orientation, and gender identity.

Student: means a person who has gained admission at Lakeshore College.

Supportive: measures means individualized measures offered as appropriate, as reasonably available, without unreasonably burdening a complainant or respondent, not for punitive or disciplinary reasons, and without fee or charge to the complainant or respondent to:

1) Restore or preserve that party's access to the recipient's education program or activity, including measures that are designed to protect the safety of the parties or the recipient's educational environment; or
2) Provide support during the recipient's grievance procedures or during an informal resolution process.

Overview of Policy Expectations with Respect to Consensual Relationships

There are inherent risks in any romantic or sexual relationship between individuals with unequal authority (such as an instructor and student or supervisor and employee). These relationships may be less consensual than perceived by the individual whose position has the authority. The relationship also may be viewed in different ways by each of the individuals, particularly in retrospect. Furthermore, circumstances may change, and conduct previously welcomed may become unwelcome and a consensual romantic or sexual relationship may no longer be consensual for both individuals. For the personal protection of all individuals associated with Lakeshore, relationships in which there may be real or perceived authority (Instructor-student, staff-student, administrator-student) a college policy has been established.

A consensual romantic sexual relationship in which there is a direct supervisory or evaluative role over another individual must be immediately communicated to the colleges Human Resources Office so that arrangements to remedy the supervisory or evaluative conflict can be implemented to avoid any violation of college policies and federal or state laws/statutes. For additional information, please refer to the Consensual Relationship Policy and/or the Consensual Relationship Procedure.

Definitions

In addition to the following definitions, the Wisconsin statutory definitions of violent acts against women are included in this policy.

Student

Any person who is currently enrolled in a course of study.

Consent

The state of Wisconsin defines consent, in relation to sexual activity, as follows: consent means words or overt action by a person who is competent to give informed consent indicating a freely given agreement to have sexual intercourse or sexual contact. A person cannot consent to sexual contact or sexual intercourse in the following circumstances where:

- The person suffers from a mental illness or defect which impairs capacity to appraise personal conduct.
- The person is unconscious or for any other reason is physically unable to communicate unwillingness to an act.

In accordance with Wisconsin Statute 940.225(4)

Lakeshore College defines consent as informed, knowing, and voluntary participation in any desired sexual activity. Sexual intimacy requires that all participants consent to the activity. Consent between two or more people is defined as an affirmative agreement to engage in sexual activity. Consent can be given by words or actions, as long as those words and actions create a clear and mutually understandable permission regarding the conditions of sexual activity. The

person giving the consent must act freely, voluntarily, and with an understanding of their actions when giving the consent. Lack of protest or resistance does not constitute consent, and silence alone cannot be interpreted as consent. Relying solely on non-verbal communication can lead to misunderstanding. Persons who want to engage in sexual activity are responsible for obtaining consent; it should never be assumed. Consent to one form of sexual activity cannot imply consent to other forms of sexual activity. Previous relationships or consent cannot imply consent to future sexual acts.

Consent must be present throughout the sexual activity, at any time, a participant can communicate that they no longer consent to continuing the activity. If there is confusion as to whether anyone has consented or continues to consent to sexual activity, it is essential that the participants stop the activity until the confusion can be clearly resolved.

A person who is incapacitated cannot give consent to engage in sexual activity. The issue is whether a reasonable unimpaired person would know that the other person was incapacitated. Incapacitation can result from alcohol or other drug use, unconsciousness, blackout, mental disability, sleep, involuntary physical restraint, or from being drugged. A respondent cannot defend a violation of this policy by claiming that they were impaired from alcohol or drug use and unable to tell whether the complainant was incapacitated.

Wisconsin law also states that the following individuals are not able to provide consent:

- Individuals who are asleep or unconscious.
- Individuals who are unable to communicate consent because of a mental or physical condition.
- Minors under the age of 18.

Lakeshore may conclude that an instance of sexual contact was sexual assault because it was without another person's consent, even if that conduct would not meet the standard of a criminal sexual assault. For example, it is possible the college would conclude under some circumstances that a person who was intoxicated on alcohol could not consent, and therefore, did not give consent to sexual contact, even though the criminal courts might not reach the same conclusion.

Coercion

Coercion is defined as compelling someone to act based on the following:

- An unreasonable amount of pressure.
- Harassment.
- Threats.
- Intimidation.

When someone makes clear that they do not want to engage in sexual conduct, wants it to stop, or does not wish to go past a certain point of sexual interaction, continued pressure beyond that point is coercive.

Retaliation

Retaliating directly or indirectly against a person who has, in good faith, filed, supported, or participated in an investigation of a complaint of sexual misconduct, as defined above, is prohibited. Retaliation includes, but is not limited to, ostracizing the person, pressuring the person

to drop or not support the complaint, or to provide false or misleading information, or engaging in conduct that may be perceived to affect adversely that person's educational, or work environment. Retaliation also includes similar conduct engaged in by a third party at the complainant's or respondent's request. Depending on the circumstances, retaliation may be unlawful and may constitute a violation of this policy, whether or not the Title IX complaint is ultimately found to have merit.

Hate Crime

The victim is intentionally selected because of the actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability.

Sexual Misconduct

Sexual misconduct is a broad term encompassing any non-consensual behavior of a sexual nature that is committed by force or intimidation, or that is otherwise unwelcome. Sexual misconduct includes the following:

- Sexual Assault
- Sexual Discrimination
- Sex-based harassment
    - Stalking
    - Dating Violence
    - Domestic Violence
    - Quid Pro Quo
    - Hostile environment

Sexual misconduct may vary in its severity and consists of a range of behaviors or attempted behaviors. It can occur between strangers or acquaintances, including people involved in an intimate or sexual relationship. Sexual misconduct can occur between members of the same or different gender and can also occur while individuals are fully clothed.

Sexual Assault

Sexual assault is defined very broadly by criminal law. It includes a wide variety of conduct from sexual intercourse to sexual contact, without the consent of the other person. Criminal sexual contact can be as limited as a single instance of touching a woman's breast, buttocks, or genital area, or touching a man's buttocks or genital area, without that person's consent, even if the person touched is fully clothed. Other examples of sexual assault include the following:

- Rape
- Fondling
- Incest
- Statutory Rape

Sexual Exploitation

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

- Distribution or publication of sexual or intimate information about another person without consent, including by means of social media.

- Electronic recording, photographing, or transmitting sexual or intimate utterances, sounds, or images without knowledge and consent of all parties.
- Engaging in indecent exposure.
- Voyeurism involves both secretive observation of another's sexual activity and secretive observation of another for personal sexual pleasure.
- Going beyond the boundaries of consent (such as allowing others to observe consensual sex without the consent of all parties).

Sexual Harassment

Sexual Harassment is defined as unwelcome, gender-based verbal or physical conduct that is sufficiently severe, persistent, or pervasive that has the effect of unreasonably interfering with, denying or limiting someone's ability to participate in, or benefit from the college 's educational program and/or activities and is based on power differentials. This policy prohibits conduct that would violate Federal and State laws. Sexual harassment includes the following:

- Unwelcome sexual advances or requests for sexual favors.
- Unwelcome verbal or physical conduct of a sexual nature.
- Making submission to, or rejection of, such conduct a factor in academic or employment decisions affecting the student or employee.
- Permitting such conduct to unreasonably interfere with a student's academic performance or an employee's work performance.
- Unwelcome sexual advances, requests for sexual favors or other verbal or physical conduct of a sexual nature or submission to or rejection of such conduct results in adverse educational or employment action (Quid pro quo).
- Adverse educational or employment action taken against a person because of the person's participation in a complaint or investigation of discrimination or sexual misconduct (retaliatory harassment).

Examples of sexual harassment include but are not limited to the following:

- An instructor insists that a student have sex with him or her in exchange for a good grade. This is harassment regardless of whether or not the student submits to the request.
- A student repeatedly sends sexually oriented jokes through social media, even when asked to stop, causing one recipient to avoid the sender.
- Explicit sexual pictures are displayed in an instructor's office, on a bulletin board in a lab or on a computer monitor in a public space.
- An instructor engages students in discussions about their past sexual experiences, yet the conversation is not in any way relevant to the subject matter of the class. An instructor probes for explicit details and demands that students answer although they are clearly uncomfortable and hesitant.
- An ex-girlfriend widely spreads false stories about her sex life with her former boyfriend to the clear discomfort of the boyfriend turning him into a social outcast on campus.

Stalking

Stalking meaning engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

1. Fear for the person's safety or the safety of others; or
2. Suffer substantial emotional distress.

Relationship Violence

Relationship violence is conduct in which the parties involved know each other or had a prior relationship and may include acquaintance rape, dating violence and domestic violence.

Domestic Violence

- Domestic violence meaning felony or misdemeanor crimes committed by a person who:
  - Is a current or former spouse or intimate partner of the victim under the family or domestic violence laws of the jurisdiction of the recipient, or a person similarly situated to a spouse of the victim;
  - Is cohabitating, or has cohabitated, with the victim as a spouse or intimate partner;
  - Shares a child in common with the victim; or
- Commits acts against a youth or adult victim who is protected from those acts under the family or domestic violence laws of the jurisdiction;

Dating Relationship

Dating violence meaning violence committed by a person:

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

Hostile Environment

Hostile environment harassment. Unwelcome sex-based conduct that, based on the totality of the circumstances, is subjectively and objectively offensive and is so severe or pervasive that it limits or denies a person's ability to participate in or benefit from the recipient's education program or activity (i.e., creates a hostile environment). Whether a hostile environment has been created is a fact-specific inquiry that includes consideration of the following:

a. The degree to which the conduct affected the complainant's ability to access the recipient's education program or activity;
b. The type, frequency, and duration of the conduct;
c. The parties' ages, roles within the recipient's education program or activity, previous interactions, and other factors about each party that may be relevant to evaluating the effects of the conduct;
d. The location of the conduct and the context in which the conduct occurred; and

Other sex-based harassment in the recipient's education program or activity; Hostile Environment includes any situation in which there is harassing conduct that is sufficiently severe, persistent, or pervasive such that it alters the conditions of employment or limits, interferes with or denies educational benefits or opportunities, from both a subjective (the alleged victim's) and an objective (reasonable person's) viewpoint.

The determination of whether an environment is "hostile" must be based on all the circumstances listed here. These circumstances may include, but are not limited to the following:

- The frequency of the conduct.

- The nature and severity of the conduct.
- Whether the conduct was physically threatening.
- Whether the conduct was humiliating.
- The effect of the conduct on the alleged victim's mental or emotional state.
- Whether the conduct was directed at more than one person.
- Whether the conduct arose in the context of other discriminatory conduct.
- Whether the conduct unreasonably interfered with the alleged victim's educational or work performance.

Other Misconduct Offenses (when gender based) include the following:

- Threatening or causing physical harm, extreme verbal abuse, or other conduct which threatens or endangers the health or safety of any person.
- Intimidation, defined as implied threats or acts that cause an unreasonable fear of harm in another.
- Bullying, defined as repeated and/or severe aggressive behavior likely to intimidate or intentionally hurt, control, or diminish another person, physically or mentally.

Responding to Harassment Based on Sex under Title IX Procedure References:

Title IX of the Education Amendments Act of 1972
20 U.S. Code Sections 1681 et seq.;
34 Code of Federal Regulations Parts 106.1 et seq.
Title VII of the Civil Rights Act of 1964
1989 Wisconsin Act 177; WI Statutes 36.11 (22), 38.12(11), and 940.225

Reporting Options

Any individual may report sexual harassment to the college's Title IX Coordinators.

Lakeshore strongly encourages prompt reporting of sexual harassment. Prompt reporting allows for the collection and preservation of evidence, including physical evidence, digital media, and witness statements. A delay may limit the college's ability to effectively investigate and respond.

Individuals have the opportunity to decide whether they want to pursue a formal Title IX complaint. Reporting sexual harassment to the Title IX Coordinator does not automatically initiate an investigation under these procedures. A report allows the college to provide a wide variety of support and resources to impacted individuals and to prevent the recurrence of the conduct. A Complainant or the Title IX Coordinator filing a formal complaint will initiate an investigation.

If there are parallel criminal and Title IX investigations, the college will cooperate with the external law enforcement agency and will coordinate to ensure that the Title IX process does not hinder legal process or proceedings.

The college will document reports of sexual harassment in compliance with the Clery Act, a federal law requiring data collection of crime within the campus geography. Under the Clery Act, the college does not document personal information; the College reports the type of conduct, and the time, date, and location. (Also see Prohibition of Sexual Harassment under Title IX Policy.)

Lakeshore Employees as Mandated Reporters

Lakeshore employees who are not confidential resources are required to report allegations of sexual harassment to the Title IX Coordinator promptly; including all relevant information they know about sexual harassment including the name of the Respondent, the Complainant, any other witnesses, and the date, time, and location of the alleged incident.

Intake and Processing of Report

Title IX Coordinator

Questions concerning Title IX may be referred to the Lakeshore College Title IX Coordinator whose contact information is below:

> The Lakeshore College's Title IX Coordinator is Dr. Tanya Boman and the Title IX Coordinator's contact information is:
> 1290 North Avenue
> Cleveland, WI 53015
> (920) 693-1858
> tanya.boman@lakeshore.edu

The Title IX Coordinator is required to respond to reports of sex discrimination including sex-based harassment. The Title IX Coordinator will handle information received with the utmost discretion and will share information with others on a need-to-know basis. For example, the Title IX Coordinator may need to address public safety concerns on campus, comply with State and federal legal requirements, or share information to implement supportive measures.

A report of sex discrimination including sex-based harassment to the Title IX Coordinator does not necessarily lead to a full investigation, as discussed more fully below. However, the Title IX Coordinator will evaluate a Complaint to determine whether to investigate a Complaint pursuant to these procedures.

Jurisdictional Requirements – Application of Procedures

These procedures apply if the conduct meets the following jurisdictional requirements:

- The conduct took place in the United States;
- The conduct meets the definition of Title IX sex discrimination; and
- The conduct took place in a Lakeshore College "education program or activity." This includes locations, events, or circumstances over which Lakeshore College exercised substantial control over both the Respondent and the context in which the harassment occurred, including on-campus and off-campus property and buildings the College owns or controls or student organizations officially recognized by Lakeshore College; or
- The conduct contributes to a hostile environment in the Lakeshore College's education program or activity in the United States.

Definitions

Advisor: Throughout the grievance process, both the Complainant and Respondent have a right to an Advisor of their choice. If a Party does not have an Advisor at the time of the hearing, the college must provide the Party an Advisor of its choice, free of charge. The college may establish restrictions regarding the extent to which the Advisor may participate in the proceedings as long as the restrictions apply equally to both Parties.

Complainant: A Complainant is an individual who alleges he/she/they is the victim of conduct that could constitute sexual harassment.

Complaint: An oral or written request to Lakeshore College that objectively can be understood as a request for Lakeshore College to investigate and make a determination about alleged discrimination under Title IX or its regulations.

Consent: The state of Wisconsin defines consent as: Words or overt actions by a person who is competent to give informed consent indicating a freely given agreement to have sexual intercourse or sexual contact. The following persons are presumed incapable of consent:

- A person suffering from a mental illness or defect which impairs capacity to appraise personal conduct.
- A person who is unconscious or for any other reason is physically unable to communicate unwillingness to an act.

Decision-Maker: The person who will oversee the live hearing and make a determination of responsibility. The college may have one Decision-Maker determine whether the Respondent is responsible, and another Decision-Maker determine the appropriate level of penalty for the conduct. The Decision-Maker cannot be the Title IX Coordinator or the investigator. This person will be provided through a Memo of Understanding between the Wisconsin Technical College System campuses and the Wisconsin Department of Hearings and Appeals.

Disciplinary sanctions: Consequences imposed on a respondent following a determination under Title IX or its regulations that the Respondent violated Lakeshore College's prohibition on sex discrimination.

Parties: As used in this procedure, this means the Complainant and Respondent.

Relevant: Related to the allegations of sex discrimination under investigation as part of these grievance procedures. Questions are relevant when the question seeks evidence that may aid in showing whether the alleged sex discrimination occurred, and evidence is relevant when it may aid a decision-maker in determining whether the alleged sex discrimination occurred.

Remedies: Measures provided, as appropriate, to a complainant or any other person Lakeshore College identifies as having had their equal access to Lakeshore College's education program or activity limited or denied by sex discrimination. These measures are provided to restore or preserve that person's access to Lakeshore College's education program or activity after Lakeshore College determines that sex discrimination occurred.

Respondent: A Respondent is an individual reported to be the perpetrator of conduct that could constitute sexual harassment.

Retaliation: Intimidation, threats, coercion, or discrimination against any person by Lakeshore College, a student, or an employee or other person authorized by Lakeshore College to provide aid, benefit, or service under Lakeshore College's education program or activity, for the purpose of interfering with any right or privilege secured by Title IX or its regulations, or because the person has reported information, made a Complaint, testified, assisted, or participated or refused

to participate in any manner in an investigation, proceeding, or hearing under the Title IX regulations.

Sex-based harassment under Title IX: A form of sex discrimination. Sex-based harassment includes sexual harassment and other harassment on the basis of sex, including on the basis of sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, and gender identity that satisfies one or more of the following:

- Quid pro quo harassment. An employee, agent, or other person authorized by Lakeshore College to provide an aid, benefit, or service under Lakeshore College's education program or activity explicitly or impliedly conditioning the provision of such an aid, benefit, or service on a person's participation in unwelcome sexual conduct;
- Hostile environment harassment. Unwelcome sex-based conduct that, based on the totality of the circumstances, is subjectively and objectively offensive and is so severe or pervasive that it limits or denies a person's ability to participate in or benefit from Lakeshore College's education program or activity (*i.e.*, creates a hostile environment). Whether a hostile environment has been created is a fact-specific inquiry that includes consideration of the following:
    - The degree to which the conduct affected the Complainant's ability to access Lakeshore College**'s** education program or activity;
    - The type, frequency, and duration of the conduct;
    - The parties' ages, roles within the Lakeshore College's education program or activity, previous interactions, and other factors about each party that may be relevant to evaluating the effects of the conduct;
    - The location of the conduct and the context in which the conduct occurred; and ○ Other sex-based harassment in Lakeshore College's education program or activity;
        - Sexual assault, including the following:
            - **Sex Offenses**. Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.
            - **Rape** (except Statutory Rape). The carnal knowledge of a person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her/their temporary or permanent mental or physical incapacity. There is carnal knowledge if there is the slightest penetration of the genital or anal opening of the body of another person.
            - **Statutory Rape**. Sexual intercourse with a person who is under the statutory age of consent. There is no force or coercion used in Statutory Rape; the act is not an attack.
            - **Sexual Assault with an Object**. To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her/their age or because of his/her/their temporary or permanent mental or physical incapacity. An "object" or "instrument" is anything the offender uses other than the offender's genitalia, e.g., a finger, bottle, handgun, stick.
            - **Fondling**. The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the

victim, including instances where the victim is incapable of giving consent because of his/her/their age or because of his/her/their temporary or permanent mental or physical incapacity.

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

- **Dating violence**. Violence against a person who is or has been in a social relationship of a romantic or intimate nature with the victim, and where the existence of a relationship will be determined based on a consideration of the following factors: the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- **Domestic Violence**. Violence committed:
  - By a current or former spouse or intimate partner of the victim; ○ By a person with whom the victim shares a child in common;
  - By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
  - By a person similarly situated to a spouse of the victim under the domestic or family violence laws of Wisconsin; or
  - By any other person against an adult or youth victim protected from that person's acts under the domestic or family violence laws of Wisconsin.
- **Stalking**. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his/her/their safety or the safety of others or suffer substantial emotional distress.

Supportive measures: Individualized measures offered as appropriate, as reasonably available, without unreasonably burdening a complainant or respondent, not for punitive or disciplinary reasons, and without fee or charge to the Complainant or Respondent to:

- Restore or preserve that party's access to Lakeshore College's education program or activity, including measures that are designed to protect the safety of the parties or Lakeshore College's educational environment; or
- Provide support during Lakeshore College's grievance procedures or during an informal resolution process.

Rights for All Lakeshore Disciplinary Procedures for VAWA Offenses

The college's disciplinary process includes a prompt, fair, and impartial investigation, and final resolution process. In all instances, the process will be conducted in a manner which is consistent with the institution's policy and is transparent to the complainant and the respondent. Usually, the resolution of domestic violence, dating violence, sexual assault and stalking complaints are completed within 60 days of the report. However, each proceeding allows for extensions of timeframes for good cause with written notice to the complainant and the respondent of the delay and the reason for the delay. College officials involved in the investigation or adjudication of domestic violence, dating violence, sexual assault and stalking complaints are trained annually on the issues related to domestic violence, dating violence, sexual assault, and stalking as well as how to conduct an investigation and hearing process which protects the safety of the victim and promotes accountability. Furthermore, each policy provides that:

- The complainant and the respondent will have timely notice for meetings at which the complainant or the respondent, or both, may be present;
- The complainant, the respondent and appropriate officials will have timely and equal access to any information that will be used during formal and informal disciplinary meeting and hearings;
- The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the complainant or the respondent;
- The complainant and the respondent will have the same opportunities to have others present during any institutional disciplinary proceeding. The complainant and the respondent each have the opportunity to be advised by an advisor of their choice at any stage of the process and to be accompanied by that advisor to any related meeting or proceeding. The College will not limit the choice of advisor or presence for either the complainant and the respondent in any meeting or institutional disciplinary proceeding. The Advisor may not testify in or obstruct an interview or disrupt the process. The Title IX Coordinator has the right to determine what constitutes appropriate behavior of an Advisor and take reasonable steps to ensure compliance with this procedure. A Party does not have a right to self-representation at the hearing; an Advisor must conduct any cross-examination. The college must provide an Advisor of its choice, free of charge to any Party without an Advisor in order to conduct cross-examination. If an Advisor fails to appear at the hearing, the college will provide an Advisor to appear on behalf of the non-appearing Advisor. To limit the number of individuals with confidential information about the issues, each Party may identify one Advisor.

The college recognizes the right of all parties involved in a complaint to a fair and equitable resolution of complaints. Falsification, distortion, or misrepresentation of information during the course of a complaint resolution process may be grounds for disciplinary action.

Disclosures – Family Educational Rights & Privacy Act (FERPA) Exemptions:

The final results of a disciplinary proceeding will be disclosed to the alleged victim. This includes the charges, the finding, the sanction(s) related to the victim and the rationale for the decision.

- The complaint and the respondent will be notified simultaneously, in writing, of the any initial, interim and final decision of any disciplinary proceeding; and
- Where an appeal is permitted under the applicable policy, the complaint and the respondent will be notified simultaneously in writing, of the procedures for the respondent and the complainant to appeal the result of the institutional disciplinary proceeding. When an appeal is filed, the complaint and the respondent will be notified simultaneously in writing of any change to the result prior to the time that it becomes final as well as of the final result once the appeal is resolved.

Lakeshore may not disclose the name of any other student, including the complainant or witness, without prior written consent of the student. More information on disclosure and re-disclosure limitations can be found in the Student Conduct Code Policy.

The final results of a disciplinary proceeding can be disclosed to anyone if Lakeshore determines the student is an alleged perpetrator of a crime of violence or non-forcible sex offense; and with respect to the allegations made against him or her, the student has committed a violation of the institution's rules or policies

However, Lakeshore may not disclose the name of any other student, including a victim or witness, without the prior written consent of the other student. This disclosure is not subject to the redisclosure limitation and notice requirements otherwise identified in FERPA.

In addition to those protective measures previously described the Title IX Coordinator or their designee will determine whether interim interventions and protective measure should be implemented, and, if so, take steps to implement those protective measures as soon as possible.

Examples of interim protective measures include but are not limited to: a college order of no contact, adjustment of course schedules, a leave of absence, or reassignment to a different supervisor or position. These remedies may be applied to one, both, or multiple parties involved. Violations of the Title IX Coordinator's directives and/or protective measures may constitute related violations that may lead to additional disciplinary action. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by Lakeshore College.

Grievance Procedures for Complaints of Sex Discrimination under Title IX

(For Complaints of sex-based harassment involving students, see the section entitled, "Grievance Procedures for Complaints of Sex-Based Harassment Involving Student Parties.")

Who May File a Complaint

The following people have a right to make a Complaint of sex discrimination, including Complaints of sex-based harassment, requesting that Lakeshore College investigate and make a determination about alleged discrimination under Title IX:

- A "complainant," which includes:
    - A student or employee of Lakeshore College who is alleged to have been subjected to conduct that could constitute sex discrimination under Title IX; or
    - A person other than a student or employee of Lakeshore College who is alleged to have been subjected to conduct that could constitute sex discrimination under Title IX at a time when that individual was participating or attempting to participate in Lakeshore College's education program or activity;
- A parent, guardian, or other authorized legal representative with the legal right to act on behalf of a complainant; or
- Lakeshore College Title IX Coordinator.

With respect to Complaints of sex discrimination other than sex-based harassment, in addition to the people listed above, the following persons have a right to make a Complaint:

- Any student or employee of Lakeshore College; or
- Any person other than a student or employee who was participating or attempting to participate in Lakeshore College's education program or activity at the time of the alleged sex discrimination.

Consolidation of Complaints

Lakeshore College may consolidate Complaints of sex discrimination against more than one respondent, or by more than one complainant against one or more respondents, or by one party against another party, when the allegations of sex discrimination arise out of the same facts or circumstances. When more than one complainant or more than one respondent is involved, references below to a party, complainant, or respondent include the plural, as applicable.

Removal of Respondent Pending Final Determination
Upon receiving a report of sex discrimination, the Title IX Coordinator will make an immediate assessment concerning the health and safety of the Complainant and campus community as a whole. Lakeshore College has the right to order emergency removal of a Respondent, or if the Respondent is an employee, Human Resources will make the determination to place the employee on administrative leave.

Emergency Removal
Lakeshore College may remove a non-employee Respondent from Lakeshore College's education program or activity on an emergency basis after it conducts an individualized safety and risk analysis and determines that an imminent and serious threat to the health or safety of a complainant or any students, employees, or other individual arising from the allegations of sex discrimination justifies removal.

Lakeshore College's Security Officer or designee will conduct the individualized safety and risk analysis.

If the Security Officer determines emergency removal is appropriate, he/she/they or designee will provide the person the College is removing from campus on an emergency basis with a notice and opportunity to attend a meeting and challenge the basis of his/her/their removal. The Security Officer or designee will determine whether the emergency removal from campus order is warranted after considering information provided by the Respondent challenging the emergency removal.

Administrative Leave
Lakeshore College may place a non-student employee Respondent on administrative leave during the pendency of a grievance process described below. Lakeshore College will follow any relevant policies, procedures, collective bargaining agreements, or State law in placing an employee on administrative leave.

Basic Requirements of Title IX Grievance Procedures for Complaints of Sex Discrimination
Lakeshore College will treat complainants and respondents equitably.

Lakeshore College requires that any Title IX Coordinator, investigator, or decision-maker not have a conflict of interest or bias for or against complainants or respondents generally or an individual Complainant or Respondent. As long as there is no conflict of interest or bias, a decision-maker may be the same person as the Title IX Coordinator or investigator.

Lakeshore College presumes that the Respondent is not responsible for the alleged sex discrimination until a determination is made at the conclusion of its grievance procedures.

Timeframes and Extensions
Lakeshore College has established the following timeframes for the major stages of the grievance procedures:

- Complaint evaluation: Lakeshore College will determine whether to dismiss or investigate a Complaint within 10 business days.
- Complaint investigation: Lakeshore College will complete an adequate, reliable, and impartial investigation of Complaints within 120 calendar days.

- Questioning the Parties and Witnesses: Lakeshore College will complete the process that enables the Decision-Maker to question the Parties and Witnesses no later than 30 calendar days after the date that the investigation concludes.
- Determination Whether Sex Discrimination Occurred: Lakeshore College will issue a written determination whether sex discrimination occurred no later than 20 business days after the date that the Decision-Maker completes the process that enables the Decision-Maker to question the Parties and Witnesses.
- Appeal (if any): A Complainant or Respondent may submit a written appeal no later than 7 business days from the date of the notice of determination whether sex discrimination occurred or from the date of Lakeshore College's notice of dismissal of a Complaint or any allegations.

If a Complainant or Respondent submits an appeal to Lakeshore College, the College will notify the other Party in writing within 5 business days of receiving a Party's appeal and allow the non-appealing Parties at least 10 business days from the date of receipt of the appeal to submit a written statement in support of, or challenging, the outcome. The appeal Decision-Maker will issue a written decision on whether to grant or deny the appeal, and the rationale for the decision, within 45 calendar days after the Decision-Maker on appeal receives the response to the appeal or the last day to provide a response.

When appropriate, the Title IX Coordinator may determine that good cause exists to extend the timeline(s) identified in the preceding paragraph to conduct a fair and complete investigation, to accommodate an investigation by law enforcement, to accommodate the unavailability of witnesses or delays by the Parties, to account for Lakeshore College breaks or vacations, or due to the complexity of the investigation. Lakeshore College will provide notice of this extension to the Parties in writing and include the reason for the delay and anticipated timing of completion. A Party may request an extension from the Title IX Coordinator in writing by explaining the reason for the delay and the length of the continuance requested. The Title IX Coordinator will notify the Parties and document the grant or denial of a request for extension or delay as part of the case recordkeeping.

Privacy

Lakeshore College will take reasonable steps to protect the privacy of the Parties and Witnesses during its grievance procedures. These steps will not restrict the ability of the Parties to obtain and present evidence, including by speaking to witnesses; consult with their family members, confidential resources, or advisors; or otherwise prepare for or participate in the grievance procedures. The Parties cannot engage in retaliation, including against Witnesses.

Evidence

Lakeshore College will objectively evaluate all evidence that is relevant and otherwise permissible, including both inculpatory and exculpatory evidence. Credibility determinations will not be based on a person's status as a complainant, respondent, or witness.

The following types of evidence, and questions seeking that evidence, are impermissible (*i.e.*, will not be accessed or considered, except by Lakeshore College to determine whether one of the exceptions listed below applies; will not be disclosed; and will not otherwise be used), regardless of whether the evidence or question is relevant:

- Evidence that is protected under a privilege recognized by Federal or State law or evidence provided to a confidential employee, unless the person to whom the privilege or confidentiality is owed has voluntarily waived the privilege or confidentiality;
- A Party's or Witness's records that are made or maintained by a physician, psychologist, or other recognized professional or paraprofessional in connection with the provision of treatment to the Party or Witness, unless Lakeshore College obtains that Party's or Witness's voluntary, written consent for use in its grievance procedures; and
- Evidence that relates to the Complainant's sexual interests or prior sexual conduct, unless evidence about the Complainant's prior sexual conduct is offered to prove that someone other than the Respondent committed the alleged conduct or is evidence about specific incidents of the Complainant's prior sexual conduct with the Respondent that is offered to prove consent to the alleged sex-based harassment. The fact of prior consensual sexual conduct between the Complainant and Respondent does not by itself demonstrate or imply the Complainant's consent to the alleged sex-based harassment or preclude determination that sex-based harassment occurred.

Written Notice of Allegations

Upon initiation of these grievance procedures, Lakeshore College will notify the Parties of the following with sufficient time for the Parties to prepare a response before any initial interview:

- Lakeshore College's Title IX grievance process and any informal resolution process;
- Sufficient information available at the time to allow the Parties to respond to the allegations, including the identities of the Parties involved in the incident(s), the conduct alleged to constitute sex discrimination, and the date(s) and location(s) of the alleged incident(s);
- Retaliation is prohibited; and
- The Parties are entitled to an equal opportunity to access the relevant and otherwise permissible evidence or an accurate description of this evidence. The Parties are entitled to an equal opportunity to access the relevant and otherwise permissible evidence upon the request of any party.

If, in the course of an investigation, Lakeshore College decides to investigate allegations of sex discrimination by the Respondent toward the Complainant that are not included in the written notice provided or that are included in a consolidated Complaint, Lakeshore College will provide notice of the additional allegations to the Parties.

Dismissal of a Complaint

Lakeshore College may dismiss a Complaint of sex discrimination if:

- Lakeshore College is unable to identify the Respondent after taking reasonable steps to do so;
- The Respondent is not participating in the Lakeshore College**'s** education program or activity and is not employed by Lakeshore College;
- The Complainant voluntarily withdraws in writing any or all of the allegations in the Complaint, the Title IX Coordinator declines to initiate a Complaint, and Lakeshore College determines that, without the Complainant's withdrawn allegations, the conduct that remains alleged in the Complaint, if any, would not constitute sex discrimination under Title IX even if proven; or
- Lakeshore College determines the conduct alleged in the Complaint, even if proven, would not constitute sex discrimination under Title IX. Before dismissing the Complaint,

Lakeshore College will make reasonable efforts to clarify the allegations with the Complainant.

- A reasonable person would determine the alleged behavior (based on the totality of the circumstances) was not subjectively and objectively offensive and was not so severe or pervasive that it limited or denied a person's ability to participate in or benefit from Lakeshore College's education program or activity.

If Lakeshore College dismissed the Complaint or any allegations, the Title IX Coordinator shall simultaneously provide the Parties with written notice of the dismissal and reason. Lakeshore College will also notify the Parties of their right to appeal. Upon dismissal, Lakeshore College will promptly notify the Complainant in writing of the basis for the dismissal. If the dismissal occurs after the Respondent has been notified of the allegations, then the Lakeshore College will notify the Parties of the dismissal and the basis for the dismissal simultaneously in writing. Lakeshore College may commence proceedings under other policies and procedures after dismissing a Complaint.

Lakeshore College will notify the Complainant that a dismissal may be appealed and will provide the Complainant with an opportunity to appeal the dismissal of a Complaint. If the dismissal occurs after the Respondent has been notified of the allegations, then Lakeshore College will also notify the Respondent that the dismissal may be appealed.

Appeal of Dismissal of Complaint

A Complainant may appeal the dismissal of a Complaint or any allegations on the following basis no later than 7 days from the date of the College's notice of dismissal of a Complaint or any allegations:

- Procedural irregularity that would change the outcome;
- New evidence that would change the outcome and that was not reasonably available when the Lakeshore College dismissed the Complaint; and
- The Title IX Coordinator, Investigator, or Decision-Maker had a conflict of interest or bias for or against complainants or respondents generally or the individual Complainant or Respondent that would change the outcome.

If the Complainant appeals the dismissal of the Complaint or any allegations, the Lakeshore College will:

- Notify the Parties of any appeal within 5 days of receiving the Complainant's appeal, including notice of the allegations, if notice was not previously provided to the Respondent;
- Allow the Respondent at least 10 days from the date of receipt of the appeal to submit a written statement in support of, or challenging, the outcome;
- Implement appeal procedures equally for the Parties;
- Ensure that the Decision-Maker for the appeal did not take part in an investigation of the allegations or dismissal of the Complaint;
- Ensure that the Decision-Maker for the appeal has been trained consistent with the Title IX regulations; and
- Notify the Parties of the result of the appeal and the rationale for the result within 45 days after the Decision-Maker on appeal receives the response to the appeal or the last day to provide a response.

If a Complaint is dismissed, Lakeshore College will:

- Offer supportive measures to the Complainant as appropriate;
- If the Respondent has been notified of the allegations, offer supportive measures to the Respondent as appropriate; and
- Take other prompt and effective steps, as appropriate, through the Title IX Coordinator to ensure that sex discrimination does not continue or recur within the Lakeshore College**'s** education program or activity.

Role of Advisor

The role of the Advisor is to provide support and assistance to students in understanding and navigating the grievance process. The Advisor may not obstruct an interview or disrupt the process. The Title IX Coordinator has the right to determine what constitutes appropriate behavior of an Advisor and take reasonable steps to ensure compliance with this procedure.

Confidentiality Agreements

To protect the privacy of those involved, the Parties and Advisors are required to sign a confidentiality agreement prior to attending an interview or otherwise participating in the Lakeshore College's grievance process. The confidentiality agreement restricts unauthorized disclosure of information and evidence obtained solely through the grievance procedure. The confidentiality agreement will not restrict the ability of either Party to discuss the allegations under investigation.

Investigation

Lakeshore College will provide for adequate, reliable, and impartial investigation of Complaints.

Burden of Gathering Evidence

The burden is on Lakeshore College Lakeshore College, not on the Parties, to conduct an investigation that gathers sufficient evidence to determine whether sex discrimination occurred.

Opportunity to Present Witnesses and Evidence

Lakeshore College will provide an equal opportunity for the Parties to present fact witnesses and other inculpatory and exculpatory evidence that are relevant and otherwise permissible.

Evidence

Lakeshore College will review all evidence gathered through the investigation and determine what evidence is relevant and what evidence is impermissible regardless of relevance.

Lakeshore College will provide each Party with an equal opportunity to access the evidence that is relevant to the allegations of sex discrimination and otherwise permissible, in the following manner:

- Lakeshore College will provide an equal opportunity to access either the relevant and otherwise permissible evidence, or an accurate description of this evidence. Lakeshore College will provide the parties with an equal opportunity to access the relevant and otherwise permissible evidence upon the request of any Party;
- Lakeshore College will provide a reasonable opportunity to respond to the evidence or the accurate description of the evidence; and

- Lakeshore College will take reasonable steps to prevent and address the Parties' unauthorized disclosure of information and evidence obtained solely through the grievance procedures. Disclosures of such information and evidence for purposes of administrative proceedings or litigation related to the Complaint of sex discrimination are authorized.

Questioning the Parties and Witnesses

Lakeshore College will provide a process that enables the Decision-Maker to question Parties and Witnesses to adequately assess a Party's or Witness's credibility to the extent credibility is both in dispute and relevant to evaluating one or more allegations of sex discrimination.

Lakeshore College will use the following steps to complete this process: The Decision-Maker will request the Parties participation in meetings to question the Party and invite the Parties to submit questions for the Decision-Maker's consideration when meeting with the Parties. The Decision Maker will schedule and conduct separate meetings with the Parties. The meetings will be in person or with technology enabling the Party and Decision-Maker to see and hear each other in real time. During each meeting, the Decision-Maker will ask questions of the Party and allow the Party to comment on the evidence collected during the investigation. The Decision-Maker may meet with a Party more than once, based on the Decision-Maker's judgment. The Decision-maker will meet with other witnesses, if needed based on the Decision-Maker's judgment.

Determination Whether Sex Discrimination Occurred

Following an investigation and evaluation of all relevant and otherwise permissible evidence, Lakeshore College will:

- Use the preponderance of the evidence standard of proof to determine whether sex discrimination occurred. The standard of proof requires the Decision-Maker to evaluate relevant and otherwise permissible evidence for its persuasiveness. If the Decision-Maker is not persuaded by a preponderance of the evidence that sex discrimination occurred, whatever the quantity of the evidence is, the Decision-Maker will not determine that sex discrimination occurred.
- Lakeshore will provide the written determination to the Parties simultaneously. The determination regarding responsibility becomes final either on the date that the college provides the Parties with the written determination of the result of the appeal, if the Parties file an appeal, or if the Parties do not file an appeal, the date on which an appeal would no longer be timely.
- Not impose discipline on a Respondent for sex discrimination prohibited by Title IX unless there is a determination at the conclusion of the grievance procedures that the Respondent engaged in prohibited sex discrimination.
- If there is a determination that sex discrimination occurred, the Title IX Coordinator will, as appropriate:
    - Coordinate the provision and implementation of remedies to the Complainant and other people the College identifies as having had equal access to the Lakeshore College**'s** education program or activity limited or denied by sex discrimination;
    - Coordinate the imposition of any disciplinary sanctions on the Respondent, including notification to the Complainant of any such disciplinary sanctions; and
    - Take other appropriate prompt and effective steps to ensure that sex discrimination does not continue or recur within Lakeshore College**'s** education program or activity.

- Comply with the grievance procedures before the imposition of any disciplinary sanctions against the Respondent; and
- Not discipline a Party, Witness, or others participating in the Title IX grievance procedures for making a false statement or for engaging in consensual sexual conduct based solely on the determination whether sex discrimination occurred.

Appeal of Determinations

Lakeshore College offers the following process for appeals from a determination whether sex discrimination occurred: A Party may appeal the determination whether sex discrimination occurred on the following bases no later than 7 days from the date of the College's notice of determination whether sex discrimination occurred:

- Procedural irregularity that would change the outcome;
- New evidence that would change the outcome and that was not reasonably available when Lakeshore College dismissed the Complaint; and
- The Title IX Coordinator, Investigator, or Decision-Maker had a conflict of interest or bias for or against complainants or respondents generally or the individual Complainant or Respondent that would change the outcome.

If a Party appeals the determination whether sex discrimination occurred, Lakeshore College will:

- Notify the Parties of any appeal within 5 days of receiving the Party's appeal;
- Allow the non-appealing Party at least 10 days from the date of receipt of the appeal to submit a written statement in support of, or challenging, the determination;
- Implement appeal procedures equally for the Parties;
- Ensure that the Decision-Maker for the appeal did not take part in an investigation of the allegations or dismissal of the Complaint;
- Ensure that the Decision-Maker for the appeal has been trained consistent with the Title IX regulations; and
- Notify the Parties of the result of the appeal and the rationale for the result within 45 days after the Decision-Maker on appeal receives the response to the appeal or the last day to provide a response.

Informal Resolution

In lieu of resolving a Complaint through the Lakeshore College's Title IX grievance procedures, the Parties may instead elect to participate in an informal resolution process. Lakeshore College does not offer informal resolution to resolve a Complaint when such a process would conflict with Federal, State, or local law. Lakeshore College will inform the Parties in writing of any informal resolution process it offers and determines is appropriate, if any. Before the initiation of an informal resolution process, Lakeshore College will explain in writing to the Parties:

- The allegations;
- The requirements of the informal resolution process;
- That any Party has the right to withdraw from the informal resolution process and initiate or resume grievance procedures at any time before agreeing to a resolution;
- That if the Parties agree to a resolution at the end of the informal resolution process, the Parties cannot initiate or resume grievance procedures arising from the same allegations;
- The potential terms that may be requested or offered in an informal resolution agreement, including notice that an informal resolution agreement is binding only on the Parties; and

- What information Lakeshore College will maintain and whether and how Lakeshore College could disclose such information for use in Title IX grievance procedures if such procedures are initiated or resumed.

Supportive Measures

Lakeshore College will offer and coordinate supportive measures as appropriate for the Complainant and Respondent to restore or preserve that person's access to Lakeshore College**'s** education program or activity or provide support during Lakeshore College**'s** Title IX grievance procedures or during the informal resolution process. For complaints of sex-based harassment, these supportive measures may include but are not limited to: counseling; extensions of deadlines and other course-related adjustments; campus escort services; increased security and monitoring of certain areas of the campus; restrictions on contact applied to one or more Parties; leaves of absence; changes in class, work, or any other activity, regardless of whether there is a comparable alternative; and training and education programs related to sex-based harassment.

Disciplinary Sanctions and Remedies

Following a determination that sex discrimination occurred, Lakeshore College may impose disciplinary sanctions or any other actions that are not supportive measures against the Respondent. For student Respondents include written or verbal reprimand, required training or counseling, non-academic probation, suspension, and expulsion. Possible disciplinary sanctions for employee Respondents include written or verbal reprimand, required training or counseling, reduction in pay, demotion, suspension or discharge. The action will be prompt, effective, and commensurate with the severity of the offense.

Lakeshore College may also provide remedies, which may include, but are not limited to:

- Providing an escort to ensure that the Complainant can move safely between classes and activities;
- Ensuring that the Complainant and Respondent do not attend the same classes or work in the same work area;
- Providing counseling services or a referral to counseling services;
- Providing medical services or a referral to medical services;
- Providing academic support services, such as tutoring;
- Arranging for a Complainant, if a student, to re-take a course or withdraw from a class without penalty, including ensuring that any changes do not adversely affect the Complainant's academic record; and
- Reviewing any disciplinary actions taken against the Complainant to see if there is a causal connection between the harassment and the misconduct that may have resulted in the Complainant's discipline.

Grievance Procedures for Complaints of Sex-Based Harassment Involving Student Parties

For complaints of sex discrimination not including sex-based harassment involving students or complaints of sex-based harassment not involving students, see the preceding section entitled, "Grievance Procedures for Complaints of Sex Discrimination under Title IX."

Introduction

Lakeshore College has adopted the following Title IX grievance procedures that provide for the prompt and equitable resolution of complaints of sex-based harassment involving a student complainant(s) or a student respondent(s).

Who May File a Complaint

The following people have a right to make a Complaint of sex-based harassment, requesting that Lakeshore College investigate and make a determination about alleged sex-based harassment under Title IX:

- A "complainant," which includes:
    - A student or employee of Lakeshore College who is alleged to have been subjected to conduct that could constitute sex–based harassment under Title IX; or
    - A person other than a student or employee of Lakeshore College who is alleged to have been subjected to conduct that could constitute sex-based harassment under Title IX at a time when that individual was participating or attempting to participate in Lakeshore College's education program or activity;
- A parent, guardian, or other authorized legal representative with the legal right to act on behalf of a Complainant; or
- Lakeshore College**'s** Title IX Coordinator.

Note that a person is entitled to make a Complaint of sex-based harassment only if he/she/they is alleged to have been subjected to the sex-based harassment, if he/she/they has a legal right to act on behalf of such person, or if the Title IX Coordinator initiates a Complaint consistent with Title IX regulations.

Consolidation of Complaints

Lakeshore College may consolidate Complaints of sex-based harassment against more than one respondent, or by more than one complainant against one or more respondents, or by one party against another party, when the allegations of sex-based harassment arise out of the same facts or circumstances. When more than one complainant or more than one respondent is involved, references below to a party, complainant, or respondent include the plural, as applicable.

Emergency Removal

Lakeshore College may remove a non-employee Respondent from the District's education program or activity on an emergency basis after it conducts an individualized safety and risk analysis and determines that an imminent and serious threat to the health or safety of a complainant or any students, employees, or other individual arising from the allegations of sex-based harassment justifies removal.

Lakeshore College' Security Officer or designee will conduct the individualized safety and risk analysis. If the Security Officer determines emergency removal is appropriate, he/she/they or designee will provide the person the College is removing from campus on an emergency basis with a notice and opportunity to attend a meeting and challenge the basis of his/her/their removal. The Security Officer or designee will determine whether the emergency removal from campus order is warranted after considering information provided by the Respondent challenging the emergency removal.

Administrative Leave

Lakeshore College may place a non-student employee Respondent on administrative leave during the pendency of the grievance process described below. Lakeshore College will follow any relevant policies, procedures, collective bargaining agreements, or state law in placing an employee on administrative leave.

Basic Requirements of Title IX Grievance Procedures for Complaints of Sex-Based

Harassment Involving Student Parties

Lakeshore College will treat complainants and respondents equitably.

Lakeshore College requires that any Title IX Coordinator, investigator, or decision-maker not have a conflict of interest or bias for or against complainants or respondents generally or an individual Complainant or Respondent. As long as there is no conflict of interest or bias, a decision-maker may be the same person as the Title IX Coordinator or investigator. If there is influence or a conflict of interest, the College will work with a third party to conduct the investigation.

Lakeshore College presumes that the Respondent is not responsible for the alleged sex-based harassment until a determination is made at the conclusion of its grievance procedures.

Timeframes and Extensions

Lakeshore College has established the following timeframes for the major stages of the grievance procedures:

- Complaint evaluation: Lakeshore College will determine whether to dismiss or investigate a Complaint within 10 business days.
- Complaint investigation: Lakeshore College will complete an adequate, reliable, and impartial investigation of Complaints within 120 calendar days.
- Questioning the Parties and Witnesses: Lakeshore College will complete the process that enables the Decision-Maker to question the Parties and Witnesses no later than 30 calendar days after the date that the investigation concludes.
- Live Hearing (if any): Lakeshore College will conduct a live hearing no later than 30 calendar days after the date that the Decision-Maker completes the process that enables the Decision-Maker to question the Parties and Witnesses.
- Determination Whether Sex-Based Harassment Occurred: Lakeshore College will issue a written determination whether sex-based harassment occurred no later than 20 business days after the date that the Decision-Maker completes the process that enables the Decision-Maker to question the Parties and Witnesses or the date that the live hearing (if any) concludes, whichever occurs later.
- Appeal (if any): A Complainant or Respondent may submit a written appeal no later than 7 business days from the date of the notice of determination whether sex-based harassment occurred or from the date of Lakeshore College's notice of dismissal of a Complaint or any allegations.

If a Complainant or Respondent submits an appeal to Lakeshore College, Lakeshore College will notify the other Party in writing within 5 business days of receiving a Party's appeal and allow the non-appealing Parties at least 10 business days from the date of receipt of the appeal to submit a written statement in support of, or challenging, the outcome. The appeal Decision-Maker will issue

a written decision on whether to grant or deny the appeal, and the rationale for the decision, within 45 calendar days after the Decision-Maker on appeal receives the response to the appeal or the last day to provide a response.

When appropriate, the Title IX Coordinator may determine that good cause exists to extend the timeline(s) identified in the preceding paragraph to conduct a fair and complete investigation, to accommodate an investigation by law enforcement, to accommodate the unavailability of witnesses or delays by the Parties, to account for Lakeshore College breaks or vacations, or due to the complexity of the investigation. Lakeshore College will provide notice of this extension to the Parties in writing and include the reason for the delay and anticipated timing of completion.

A Party may request an extension from the Title IX Coordinator in writing by explaining the reason for the delay and the length of the continuance requested. The Title IX Coordinator will notify the Parties and document the grant or denial of a request for extension or delay as part of the case recordkeeping.

Privacy

Lakeshore College will take reasonable steps to protect the privacy of the Parties and Witnesses during its grievance procedures. These steps will not restrict the ability of the Parties to obtain and present evidence, including by speaking to Witnesses; consult with their family members, confidential resources, or advisors; or otherwise prepare for or participate in the grievance procedures. The parties cannot engage in retaliation, including against witnesses.

Evidence

Lakeshore College will objectively evaluate all evidence that is relevant and otherwise permissible, including both inculpatory and exculpatory evidence. Credibility determinations will not be based on a person's status as a complainant, respondent, or witness.

The following types of evidence, and questions seeking that evidence, are impermissible (*i.e.*, will not be accessed or considered, except by Lakeshore College to determine whether one of the exceptions listed below applies; will not be disclosed; and will not otherwise be used), regardless of whether the evidence or question is relevant:

- Evidence that is protected under a privilege recognized by Federal or State law or evidence provided to a confidential employee, unless the person to whom the privilege or confidentiality is owed has voluntarily waived the privilege or confidentiality;
- A Party's or Witness's records that are made or maintained by a physician, psychologist, or other recognized professional or paraprofessional in connection with the provision of treatment to the Party or Witness, unless Lakeshore College obtains that Party's or
- Witness's voluntary, written consent for use in its grievance procedures; and
- Evidence that relates to the Complainant's sexual interests or prior sexual conduct, unless evidence about the Complainant's prior sexual conduct is offered to prove that someone other than the Respondent committed the alleged conduct or is evidence about specific incidents of the Complainant's prior sexual conduct with the Respondent that is offered to prove consent to the alleged sex-based harassment. The fact of prior consensual sexual conduct between the Complainant and respondent does not by itself demonstrate or imply the Complainant's consent to the alleged sex-based harassment or preclude determination that sex-based harassment occurred.

Written Notice of Allegations

Upon initiation of these Title IX grievance procedures, Lakeshore College will notify the Parties in writing of the following with sufficient time for the parties to prepare a response before any initial interview:

Lakeshore College's Title IX grievance procedures and any informal resolution process;

- Sufficient information available at the time to allow the Parties to respond to the allegations, including the identities of the Parties involved in the incident(s), the conduct alleged to constitute sex-based harassment, and the date(s) and location(s) of the alleged incident(s);
- Retaliation is prohibited;
- The Respondent is presumed not responsible for the alleged sex-based harassment until a determination is made at the conclusion of the grievance procedures. Prior to such a determination, the Parties will have an opportunity to present relevant and otherwise permissible evidence to a trained, impartial decision-maker;
- Notice that the Parties may have Advisor of their choice, who may be, but is not required to be, an attorney;
- Notice that the Parties may inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in the formal complaint, including the evidence upon which the college does not intend to rely in reaching a determination regarding responsibility, and inculpatory or exculpatory evidence whether obtained from a Party or other source.

If, in the course of an investigation, Lakeshore College decides to investigate additional allegations of sex-based harassment by the Respondent toward the Complainant that are not included in the written notice or that are included in a consolidated Complaint, Lakeshore College will provide written notice of the additional allegations to the Parties.

Dismissal of a Complaint

Lakeshore College may dismiss a Complaint of sex-based harassment involving student parties if:

- The Lakeshore College is unable to identify the Respondent after taking reasonable steps to do so;
- The Respondent is not participating in Lakeshore College's education program or activity and is not employed by Lakeshore College;
- The Complainant voluntarily withdraws in writing of any or all of the allegations in the Complaint, the Title IX Coordinator declines to initiate a Complaint, and Lakeshore College determines that, without the Complainant's withdrawn allegations, the conduct that remains alleged in the Complaint, if any, would not constitute sex-based harassment under Title IX even if proven; or
- Lakeshore College determines the conduct alleged in the Complaint, even if proven, would not constitute sex-based harassment under Title IX. Before dismissing the Complaint, Lakeshore College will make reasonable efforts to clarify the allegations with the Complainant.
- A reasonable person would determine the alleged behavior (based on the totality of the circumstances) was not subjectively and objectively offensive and was not so severe or pervasive that it limited or denied a person's ability to participate in or benefit from Lakeshore College's education program or activity.

Upon dismissal, Lakeshore College will promptly notify the Complainant in writing of the basis for the dismissal. If the dismissal occurs after the Respondent has been notified of the allegations, then Lakeshore College will notify the Parties of the dismissal and the basis for the dismissal simultaneously in writing.

Lakeshore College will notify the Complainant that a dismissal may be appealed and will provide the Complainant with an opportunity to appeal the dismissal of a Complaint. If the dismissal occurs after the Respondent has been notified of the allegations, then Lakeshore College will also notify the Respondent that the dismissal may be appealed. For more information on the right to appeal, see the Appeals section below.

If a Complaint is dismissed, Lakeshore College will:

- Offer supportive measures to the Complainant as appropriate;
- If the Respondent has been notified of the allegations, offer supportive measures to the Respondent as appropriate; and
- Take other prompt and effective steps, as appropriate, through the Title IX Coordinator to ensure that sex-based harassment does not continue or recur within Lakeshore College**'s** education program or activity.

Investigation

Lakeshore College will provide for adequate, reliable, and impartial investigation of Complaints.

Burden of Gathering Evidence

The burden is on Lakeshore College, not on the Parties, to conduct an investigation that gathers sufficient evidence to determine whether sex-based harassment occurred.

Participation

Lakeshore College will provide to a Party whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all meetings or proceedings with sufficient time for the Party to prepare to participate. Lakeshore College will provide the Parties with the same opportunities to be accompanied to any meeting or proceeding by the advisor of their choice, who may be, but is not required to be, an attorney.

- Lakeshore College will not limit the choice or presence of the advisor for the Complainant or Respondent in any meeting or proceeding.
- Lakeshore College may establish restrictions regarding the extent to which the advisor may participate in these grievance procedures, as long as the restrictions apply equally to the Parties.

Lakeshore College will provide the Parties with the same opportunities, if any, to have people other than the advisor of the Party's choice present during any meeting or proceeding involving the Party.

Opportunity to Present Witnesses and Evidence

Lakeshore College will provide an equal opportunity for the Parties to present fact witnesses and other inculpatory and exculpatory evidence that are relevant and otherwise permissible. Lakeshore College has discretion to determine whether the Parties may present expert witnesses as long as the determination applies equally to the Parties.

Evidence

Lakeshore College will review all evidence gathered through the investigation and determine what evidence is relevant and what evidence is permissible regardless of relevance.

Both Parties have an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in the formal complaint, including the evidence upon which the college does not intend to rely in reaching a determination regarding responsibility and inculpatory or exculpatory evidence whether obtained from a Party or other source. Prior to the investigator preparing an investigative report, the college will make available to each Party and the Party's Advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy. The Parties will have at least ten days to submit a written response. The investigator must consider this written response prior to completing the investigative report.

Questioning the Parties and Witnesses

Lakeshore College will provide a process that enables the Decision-Maker to question Parties and Witnesses to adequately assess a Party's or Witness's credibility to the extent credibility is both in dispute and relevant to evaluating one or more allegations of sex-based harassment.

If Lakeshore College chooses not to conduct a live hearing, Lakeshore Colleg**e's** process for proposing and asking relevant and otherwise permissible questions and follow-up questions of the Parties and Witnesses, including questions challenging credibility, will:

- Allow the Investigator or Decision-Maker to ask such questions during individual meetings with a Party or Witness;
- Allow each Party to propose such questions that the Party wants asked of any Party or Witness and have those questions asked by the Investigator or Decision-Maker during one or more individual meetings, including follow-up meetings, with a Party or Witness, subject to the procedures for evaluating and limiting questions discussed below; and
- Provide each Party with an audio or audiovisual recording or transcript with enough time for the Party to have a reasonable opportunity to propose follow-up questions.

If Lakeshore College chooses to conduct a live hearing, Lakeshore College's process for proposing and asking relevant and otherwise permissible questions and follow-up questions of Parties and Witnesses, including questions challenging credibility, will allow the Decision-Maker to ask such questions, and either:

- Allow each Party to propose such questions that the Party wants asked of any Party or Witness and have those questions asked by the Decision-Maker, subject to the procedures for evaluating and limiting questions discussed below; or
- Allow each Party's advisor to ask any Party or Witness such questions, subject to the procedures for evaluating and limiting questions discussed below. Such questioning will never be conducted by a Party personally. If Lakeshore College permits advisor-conducted questioning and a Party does not have an advisor to ask questions on their behalf, Lakeshore College will provide the Party with an advisor of Lakeshore College's choice, without charge to the Party, for the purpose of advisor-conducted questioning. In those instances, Lakeshore College will not appoint a confidential employee and may appoint, but is not required to appoint, an attorney to serve as an advisor.

Procedures for the Decision-Maker to evaluate the questions and limitations on questions

The Decision-Maker will determine whether a proposed question is relevant and otherwise permissible before the question is posed and will explain any decision to exclude a question as not relevant or otherwise impermissible. Questions that are unclear or harassing of the Party or Witness being questioned will not be permitted. The Decision-Maker will give a Party an opportunity to clarify or revise a question that the Decision-Maker determines is unclear or harassing. If the Party sufficiently clarifies or revises the question, the question will be asked.

Refusal to respond to questions and inferences based on refusal to respond to questions

The Decision-Maker may choose to place less or no weight upon statements by a Party or Witness who refuses to respond to questions deemed relevant and permissible. The Decision-Maker will not draw an inference about whether sex-based harassment occurred based solely on a Party's or Witness's refusal to respond to such questions.

Determination Whether Sex-Based Harassment Occurred

Following an investigation and evaluation of all relevant and otherwise permissible evidence, Lakeshore College will:

- Use the preponderance of the evidence standard of proof to determine whether sex–based harassment occurred. The standard of proof requires the Decision-Maker to evaluate relevant and otherwise permissible evidence for its persuasiveness. If the Decision-Maker is not persuaded by a preponderance of the evidence that sex-based harassment occurred, whatever the quantity of the evidence is, the Decision-Maker will not determine that sex–based harassment occurred.
- Notify the Parties simultaneously in writing of the determination whether sex-based harassment occurred under Title IX including:
    - A description of the alleged sex-based harassment;
    - Information about the policies and procedures that Lakeshore College used to evaluate the allegations;
    - The Decision-Maker's evaluation of the relevant and otherwise permissible evidence and determination whether sex-based harassment occurred;
    - When the Decision-Maker finds that sex-based harassment occurred, any disciplinary sanctions Lakeshore College will impose on the Respondent, whether remedies other than the imposition of disciplinary sanctions will be provided by Lakeshore College to the Complainant, and, to the extent appropriate, other students identified by Lakeshore
    - College to be experiencing the effects of the sex-based harassment; and
    - Lakeshore College's procedures and permissible bases for the Complainant and Respondent to appeal.
- Lakeshore College will not impose discipline on the Respondent for sex-based harassment prohibited by Title IX unless there is a determination at the conclusion of the Title IX grievance procedures that the Respondent engaged in prohibited sex-based harassment.
- If there is a determination that sex-based harassment occurred, as appropriate, the Title IX Coordinator will:
    - Coordinate the provision and implementation of remedies to the Complainant and other people Lakeshore College identifies as having had equal access to Lakeshore College's education program or activity limited or denied by sex-based harassment;
    - Coordinate the imposition of any disciplinary sanctions on the Respondent, including notification to the Complainant of any such disciplinary sanctions; and

    - Take other appropriate prompt and effective steps to ensure that sex-based harassment does not continue or recur within Lakeshore College's education program or activity.
- Comply with the Title IX grievance procedures before the imposition of any disciplinary sanctions against a respondent; and
- Not discipline a Party, Witness, or others participating in the Title IX grievance procedures for making a false statement or for engaging in consensual sexual conduct based solely on the determination whether sex-based harassment occurred.

The determination regarding responsibility becomes final either on the date that Lakeshore College provides the Parties with the written determination of the result of any appeal, or, if no Party appeals, the date on which an appeal would no longer be considered timely.

Appeals

A Party may appeal the dismissal of a Complaint or any allegations or the determination whether sex-based harassment occurred on the following bases:

- Procedural irregularity that would change the outcome;
- New evidence that would change the outcome and that was not reasonably available when the determination or dismissal was made; and
- The Title IX Coordinator, Investigator, or Decision-Maker had a conflict of interest or bias for or against complainants or respondents generally or the individual Complainant or Respondent that would change the outcome.

If a Party appeals a dismissal or determination whether sex-based harassment occurred, Lakeshore College will:

- Notify the Parties in writing of any appeal, including notice of the allegations, if notice was not previously provided to the Respondent;
- Implement appeal procedures equally for the Parties;
- Ensure that the Decision-Maker for the appeal did not take part in an investigation of the allegations or dismissal of the Complaint;
- Ensure that the Decision-Maker for the appeal has been trained consistent with the Title IX regulations;
- Communicate to the Parties in writing that Lakeshore College will provide the Parties a reasonable and equal opportunity to make a statement in support of, or challenging, the outcome; and
- Notify the Parties in writing of the result of the appeal and the rationale for the result.

Any additional procedures or bases for appeal Lakeshore College offers will be equally available to all Parties.

Informal Resolution

In lieu of resolving a Complaint through the Lakeshore College**'s** Title IX grievance procedures, the Parties may instead elect to participate in an informal resolution process. Lakeshore College will not offer informal resolution to resolve a Complaint when such a process would conflict with Federal, State, or local law. Lakeshore College will inform the Parties in writing of any informal resolution process it offers and determines is appropriate, if any. Before the initiation of an informal resolution process, Lakeshore College will explain in writing to the parties:

- The allegations;
- The requirements of the informal resolution process;
- That any party has the right to withdraw from the informal resolution process and initiate or resume grievance procedures at any time before agreeing to a resolution;
- That if the Parties agree to a resolution at the end of the informal resolution process, the Parties cannot initiate or resume grievance procedures arising from the same allegations;
- The potential terms that may be requested or offered in an informal resolution agreement, including notice that an informal resolution agreement is binding only on the parties; and
- What information the Lakeshore College will maintain and whether and how Lakeshore College could disclose such information for use in Title IX grievance procedures if such procedures are initiated or resumed.

Supportive Measures

Lakeshore College will offer and coordinate supportive measures as appropriate for the Complainant and Respondent to restore or preserve that person's access to Lakeshore College's education program or activity or provide support during Lakeshore College**'s** Title IX grievance procedures or during the informal resolution process. For complaints of sex-based harassment, these supportive measures may include but are not limited to: counseling; extensions of deadlines and other course-related adjustments; campus escort services; increased security and monitoring of certain areas of the campus; restrictions on contact applied to one or more Parties; leaves of absence; changes in class, work, or any other activity, regardless of whether there is a comparable alternative; and training and education programs related to sex-based harassment.

Disciplinary Sanctions and Remedies

Following a determination that sex-based harassment occurred, Lakeshore College may impose disciplinary sanctions on a student respondent including written or verbal reprimand, required training or counseling, non-academic probation, suspension, and expulsion. Following a determination that sex-based harassment occurred, Lakeshore College may impose disciplinary sanctions on an employee respondent.

Lakeshore College may also provide remedies, which may include, but are not limited to:

- Providing an escort to ensure that the Complainant can move safely between classes and activities;
- Ensuring that the Complainant and Respondent do not attend the same classes or work in the same work area;
- Providing counseling services or a referral to counseling services;
- Providing medical services or a referral to medical services;
- Providing academic support services, such as tutoring;
- Arranging for a Complainant, if a student, to re-take a course or withdraw from a class without penalty, including ensuring that any changes do not adversely affect the Complainant's academic record; and
- Reviewing any disciplinary actions taken against the Complainant to see if there is a causal connection between the harassment and the misconduct that may have resulted in the Complainant's discipline.

Dissemination of Policy and Procedures

Lakeshore College will provide its policy and procedures related to Title IX on its website and in each handbook, catalog, and website that is makes available to applicants for admission and employment, students, employee with Lakeshore College

Training

Lakeshore College will provide training to all employees on Lakeshore College's obligation to address sex discrimination in its education program or activity, the scope of conduct that constitutes sex discrimination including sex-based harassment under Title IX, and all applicable notification and information requirements under Title IX regulations. Lakeshore College will ensure that its Title IX Coordinator(s), investigators, Decision-Makers, facilitators of an information resolution process, and other persons who are responsible for implementing Lakeshore College's grievance procedures or have the authority to modify or terminate supportive measures, have training on topics requires by Title IX regulations. Lakeshore College will make these training materials available upon request for inspection by members of the public.

File Retention

Lakeshore College will retain on file for a period of at least seven years after closing the case copies of:

- For each complaint of sex discrimination: records documenting the informal resolution process (if any) or the grievance procedures, and the resulting outcome
- For each notification the Title IX Coordinator receives of information about conduct that reasonably may constitute sex discrimination under Title IX or this part, including notifications under 106.44(c)(1) or (2), records documenting the actions Lakeshore College took to meet its obligations under Title IX regulations.
- All materials used to provide training pursuant to Title IX regulations.

Confidential Resources

Confidential contacts are employees, designated by the college, who are prohibited from sharing student concerns regarding potential discrimination and misconduct. Healthcare professionals within Campus Institution and licensed counselors are confidential resources.

- Students: BetterMynd Counseling Services: https://app.bettermynd.com/
- Employees: Employee Assistance Program: 866.451.5465 or 888.327.9573

Non-Confidential Reporters

All college employees, other than confidential resources listed above, have an obligation to report to a Title IX Coordinator, information regarding sexual misconduct incidents made known to them, or for which they have reasonable cause to suspect such conduct might have occurred. Employees are required to caution students about confidentiality issues and to advise students the employee is required to report potential or alleged violations of this policy. Even if a student refuses to file a complaint with the college or the police or participate in a disciplinary proceeding, the college may need to further investigate reports of sexual misconduct. To the extent possible, student privacy will be maintained, and information will only be shared with individuals on a "need to know" basis.

Confidentiality

Victims may request directory information on file with the college be withheld by request to the Student Records office.

Regardless of whether a victim has opted-out of allowing the college to share "directory information," personally identifiable information about the victim and other necessary parties will be treated as confidential and only shared with persons who have a specific need-to-know, e.g., those who are investigating/adjudicating the report or those involved in providing support services to the victim, including accommodations and protective measures. By only sharing personally identifiable information with individuals on a need-to-know basis, the institution will maintain as confidential, any accommodations or protective measures provided to the victim to the extent in which maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

The college does not publish the name of crime victims or other identifiable information regarding victims in the Daily Crime Log or in the annual crime statistics in which are disclosed in compliance with the *Jeanne Clery Campus Safety Act*. Furthermore, if a Timely Warning Notice is issued on the basis of a report of domestic violence, dating violence, sexual assault or stalking, the name of the victim and other personally identifiable information about the victim will be withheld.

If you are unsure of someone's responsibilities and duties for maintaining your privacy, ask them before you talk to them. They should be able to tell you and help you make decisions about who can best help you while maintaining your privacy.

Training

Sexual harassment and misconduct awareness and prevention training takes place during Student Success Tutorial for new students. Additional programs and offerings are available through student activities. Resources and training materials can be found on the Lakeshore web site and in other publications, such as the Lakeshore Student Planner & Handbook. In accordance with Lakeshore's mission and vision, as well as Federal guidelines, training about the policy and procedures regarding sexual assault and relationship violence is available for all students and required for all faculty and staff. Best practices identified through the United States Department of Education and Violence Against Women Act will be used to develop awareness programs.

Bystander Intervention training will provide education, awareness, and resources to assist students when faced with a situation and to safely intervene if someone is at risk of being assaulted. In addition, the college will periodically conduct a campus climate survey to gain a stronger understanding of social issues impacting students, and the effectiveness of college prevention efforts, policies, and resources that address them.

How to Be an Active Bystander

Bystanders play a critical role in the prevention of sexual and relationship violence. They are "individuals who observe violence or witness the conditions perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it." We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. Further information regarding bystander intervention may be found. If you or someone else is in immediate danger, dial 911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt. The following are some ways to be an active bystander:

- Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.
- Confront people who seclude, hit on, try to make out with, or have sex with people who are incapacitated.
- Speak up when someone discusses plans to take sexual advantage of another person. Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
- Refer people to on or off campus resources listed in this document for support in health, counseling, or with legal assistance.

Risk Reduction

With no intent to victim blame and recognizing only abusers are responsible for their abuse, the following are some strategies to reduce one's risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, www.rainn.org):

- **Be aware** of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
- Try to **avoid isolated areas.** It is more difficult to get help if no one is around.
- **Walk with purpose.** Even if you don't know where you are going, act like you do.
- **Trust your instincts.** If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.
- **Try not to load yourself down** with packages or bags as this can make you appear more vulnerable.
- **Make sure your cell phone is with you** and charged and you have financial means for alternative transportation.
- **Don't allow yourself to be isolated** with someone you don't trust or someone you don't know.
- **Avoid putting music headphones in both ears** so you can be more aware of your surroundings, especially if you are walking alone.
- **When you go to a social gathering, go with a group of friends.** Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
- **Trust your instincts.** If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
- **Don't leave your drink unattended** while talking, dancing, using the restroom, or making a phone call. If you've left your drink alone, just get a new one.
- **Don't accept drinks from people you don't know or trust.** If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from punch bowls or other large, common open containers.
- **Watch out for your friends, and vice versa.** If a friend seems out of it, is way too intoxicated by the amount of alcohol they've had, or is acting out of character, get them to a safe place immediately.
- **If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).** Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).

- If you need to get out of an uncomfortable or scary situation here are some things, you can try including the following:
    - **Remember being in this situation is not your fault.** You did not do anything wrong; it is the person who is making you uncomfortable who is to blame.
    - **Be true to yourself.** Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.
    - **Have a code word with your friends or family** so if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
    - **Lie.** If you don't want to hurt the person's feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are the following: needing to take care of a friend or family member, not feeling well, having somewhere else you need to be, etc.
    - **Try to think of an escape route.** How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
    - **If you and/or the other person have been drinking,** you can say you would rather wait until you both have your full judgment before doing anything you may regret later.

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

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

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

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

A. A statement that the institution prohibits the crimes of domestic violence, dating violence, sexual assault and stalking (as defined by the Clery Act);
B. The definitions of domestic violence, dating violence, sexual assault and stalking according to any applicable jurisdictional definitions of these terms;
C. What behavior and actions constitute consent, in reference to sexual activity, in the State of Wisconsin;
D. The institution's definition of consent AND the purposes for which that definition is used.
E. A description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and

cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene;

F. Information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

G. Information regarding:
    a. procedures victims should follow if a crime of domestic violence, dating violence, sexual assault and stalking occurs (as described in "Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking Occurs" elsewhere in this document)
    b. how the institution will protect the confidentiality of victims and other necessary parties (as described in "Assistance for Victims: Rights and Options" elsewhere in this document);
    c. existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and in the community (as described in "Assistance for Victims: Rights and Options" elsewhere in this document); and
    d. options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures (as described in "Assistance for Victims: Rights and Options" elsewhere in this document);
    e. procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking (as described in "Adjudication of Violations" elsewhere in this document);

Primary Prevention and Awareness Programs

The College provides primary prevention and awareness programs for all incoming students and new employees through a variety of educational initiatives designed to prevent domestic violence, dating violence, sexual assault, stalking, sexual harassment, and other forms of prohibited conduct. New students receive Title IX information and reporting resources through orientation materials, electronic communications, the Current Student Hub, the Student Handbook, and Title IX information included in course syllabi. New employees are provided compliance training within the beginning of their employment that addresses domestic violence, dating violence, sexual assault, stalking, reporting obligations, campus policies, and available support resources. Additional awareness information is shared through campus-wide communications, including email campaigns and educational materials addressing topics such as Title IX and human trafficking prevention. These programs utilize multiple delivery methods, including online training, electronic communications, printed materials, institutional websites, and orientation resources to ensure all new members of the campus community are informed of their rights, responsibilities, reporting options, and available resources.

Specifically, the College offered the following primary prevention and awareness programs for all incoming students in 2025-2026:

Name of Program	Date Held	Location Held	Which Prohibited Behavior* Covered?
Title IX Information	10/03/2025	Email	Title IX
Title IX Information	01/14/2026	Email	Title IX
Human Trafficking Campaign	January 2025	Email, Flyers, TV	Human Trafficking
Title IX Information Website	Every Course	Each Syllabus	Title IX
Title IX Information	New Student Orientation	Current Student Hub (Online)	Title IX
Title IX Information	New Student Orientation	Student Handbook	Title IX

*DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking

The College offered the following primary prevention and awareness programs for all new employees in 2025-2026:

Name of Program	Date Held	Location Held	Which Prohibited Behavior* Covered?
Employee Compliance Training	Due 60 Days after Start Date	Online	DoV, DaV, SaA, S
Title IX Information	10/03/2025	Email	Title IX
Title IX Information	01/14/2026	Email	Title IX
Human Trafficking Campaign	January 2025	Email, Flyers, TV	Human Trafficking

*DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking

Ongoing Prevention and Awareness Campaigns

The College provides ongoing prevention and awareness programs for current students and employees throughout the year to promote the prevention of domestic violence, dating violence, sexual assault, stalking, sexual harassment, and related misconduct. These efforts include recurring compliance training for employees, Title IX education and awareness initiatives, specialized training opportunities, campus-wide email communications, informational flyers, digital signage, online resources, and educational campaigns. Title IX information remains continuously available through institutional resources, including the College's website, Student Handbook, course syllabi, and student portal platforms. The College also conducts awareness campaigns on topics such as human trafficking and provides access to support resources, including legal assistance programs available to students. By utilizing a combination of in-person presentations, online learning opportunities, electronic communications, printed materials, and ongoing access to educational resources, the College sustains a comprehensive prevention and awareness strategy designed to educate the campus community, encourage reporting, and promote a safe and respectful learning and working environment.

The College offered the following ongoing awareness and prevention programs for students in 2025-2026:

Name of Program	Date Held	Location Held	Which Prohibited Behavior* Covered?
Title IX Information	10/03/2025	Email	Title IX
Title IX Information	01/14/2026	Email	Title IX
Human Trafficking Campaign	January 2025	Email, Flyers, TV	Human Trafficking
Title IX Information Website	Every Class	Each Syllabus	Title IX
Title IX Information	New Student Orientation	Current Student Hub (Online)	Title IX
Title IX Information	New Student Orientation	Student Handbook	Title IX

*DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking

The College offered the following ongoing awareness and prevention programs for employees in 2025-2026:

Name of Program	Date Held	Location Held	Which Prohibited Behavior* Covered?
Annual Compliance Training	Annually	Online	DoV, DaV, SA, S
Title IX Information	10/03/2025	Email	Title IX
Title IX Information	01/14/2026	Email	Title IX
Human Trafficking Campaign	January 2025	Email, Flyers, TV	Human Trafficking
Title IX Training	08/22/2025	In-Person	Title IX

*DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking

Procedures the College Will Follow When a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking is Reported

The College has procedures in place that serve to be sensitive to victims who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and other services on and/or off campus as well as additional remedies to prevent contact between a complainant2 and an accused party, such as changes to housing, academic, protective orders, transportation and working situations, if reasonably available. The College will make such accommodations or protective measures, if the victim requests them and if they are reasonable available, regardless of whether the victim chooses to report the crime to the Lakeshore College Police/Security Departments or local law enforcement. Students and employees should contact the Office of the Title IX Coordinator and Lakeshore College Police/Security Department.

If a report of domestic violence, dating violence, sexual assault or stalking is reported to the College, below are the procedures that the College will follow:

Reported Incident	Procedure Institution Will Follow
Sexual Assault	1. Depending on when reported (immediate vs delayed report), institution will provide complainant with access to medical care 2. Institution will assess immediate safety needs of complainant 3. Institution will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department 4. Institution will provide complainant with referrals to on and off campus mental health providers 5. Institution will assess need to implement interim or long-term protective measures, if appropriate. 6. Institution will provide the victim with a written explanation of the victim's rights and options 7. Institution will provide a "No trespass" (PNG) directive to accused party if deemed appropriate 8. Institution will provide written instructions on how to apply for Protective Order 9. Institution will provide a copy of the policy applicable to Sexual Assault to the complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution 10. Institution will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is 11. Institution will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation 12. Institution official receiving the report will forward the report to the Title IX Coordinator in accordance with the institution's policy and procedure

Stalking	1. Institution will assess immediate safety needs of complainant 2. Institution will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department 3. Institution will provide written instructions on how to apply for Protective Order 4. Institution will provide written information to complainant on how to preserve evidence 5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate 6. Institution will provide the victim with a written explanation of the victim's rights and options 7. Institution will provide a "No trespass" (PNG) directive to accused party if deemed appropriate

	8. Institution official receiving the report will forward the report to the Title IX Coordinator in accordance with the institution's policy and procedure
Dating Violence	1. Institution will assess immediate safety needs of complainant 2. Institution will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department 3. Institution will provide written instructions on how to apply for Protective Order 4. Institution will provide written information to complainant on how to preserve evidence 5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate 6. Institution will provide the victim with a written explanation of the victim's rights and options 7. Institution will provide a "No trespass" (PNG) directive to accused party if deemed appropriate 8. Institution official receiving the report will forward the report to the Title IX Coordinator in accordance with the institution's policy and procedure
Domestic Violence	1. Institution will assess immediate safety needs of complainant 2. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department 3. Institution will provide written instructions on how to apply for Protective Order 4. Institution will provide written information to complainant on how to preserve evidence 5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate 6. Institution will provide the victim with a written explanation of the victim's rights and options 7. Institution will provide a "No trespass" (PNG) directive to accused party if deemed appropriate 8. Institution official receiving the report will forward the report to the Title IX Coordinator in accordance with the institution's policy and procedure

Assistance for Victims: Rights & Options

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the college will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of their rights and options. Such written information will include:

- the procedures victims should follow if a crime of dating violence, domestic violence, sexual assault or stalking has occurred;
- information about how the institution will protect the confidentiality of victims and other necessary parties;
- a statement that the institution will provide written notification to students and employees about victim services within the institution and in the community;

- a statement regarding the institution's provisions about options for, available assistance in, and how to request accommodations and protective measures; and
- an explanation of the procedures for institutional disciplinary action.

Rights of Victims and the Institution's Responsibilities for Orders of Protection, "No Contact" Orders, Restraining Orders, or Similar Lawful Orders Issued by a Criminal, Civil, or Tribal Court or by the Institution

Lakeshore College complies with Wisconsin law in recognizing orders of protection. Any person who obtains an order of protection from Wisconsin should provide a copy to Lakeshore College Police/Security Department and the Office of the Title IX Coordinator. A complainant may then meet with Police/Security Department to develop a Safety Action Plan, which is a plan for college police/security and the victim to reduce risk of harm while on campus or coming and going from campus. This plan may include, but in not limited to: escorts, special parking arrangements, providing a temporary cellphone, changing classroom location or allowing a student to complete assignments from home, etc.) The College cannot apply for a legal order of protection, no contact order or restraining order for a victim from the applicable jurisdiction(s).

Type Of Order:	Rights of Victims:	Institution's Responsibilities:
Orders of protection	Victims of domestic violence, dating violence, sexual assault, and stalking have the right to seek and obtain Orders of Protection through criminal, civil, or tribal courts. Victims may request assistance in understanding available protective measures and are not required to pursue criminal charges in order to seek an Order of Protection.	The College will provide information regarding available Orders of Protection, assist victims in contacting appropriate law enforcement agencies, advocacy organizations, or courts, and honor valid Orders of Protection to the extent permitted by law. When provided a copy of an order, the College will take reasonable steps to assist with implementation and enforcement on campus.
No contact orders	Victims may request a campus-issued No-Contact Order regardless of whether a police report has been filed or court action has been taken. A No-Contact Order may prohibit direct or indirect communication, including in-person, electronic, telephone, social media, or third-party contact.	The College may issue interim or long-term No-Contact Orders as appropriate to help maintain safety and prevent further unwanted contact. The College will communicate the terms of the order to the involved parties and address violations through applicable student or employee conduct procedures.
Restraining orders	Victims have the right to seek Restraining Orders or Injunctions through the courts to prevent contact, harassment, intimidation, or other prohibited conduct. Victims may receive information regarding the process for obtaining a Restraining Order and available community resources.	The College will provide information about obtaining Restraining Orders and, when provided a copy of a valid order, will take reasonable measures to support compliance and enforcement within the institution's authority. The College may coordinate with law enforcement when necessary to address violations.

Similar lawful orders issued by a criminal, civil, or tribal court Orders by the institution (PNG)	Victims have the right to seek and utilize any lawful protective order issued by a criminal, civil, or tribal court. Victims also have the right to request institutional protective measures, including restrictions on contact, access, participation in activities, workplace modifications, academic accommodations, or other supportive measures designed to promote safety.	The College will comply with and support enforcement of valid lawful orders presented to the institution. The College may implement protective measures and institutional orders independently of court proceedings. Available measures may include schedule changes, workplace modifications, campus access restrictions, safety escorts, and other reasonable accommodations to help protect the victim's safety and educational or employment access.

The victim is required to apply directly for these services. Protection from abuse orders may be available through the court in the jurisdiction in which the crime took place.

Type of Order	Who Can File for One:	Court:	Based On:
Domestic Violence Civil Protection Order • up to 5 years • can be renewed	Family or household members including: spouses, former spouses; parent, child, foster child; people who have kids together; intimate partners who lived together in the last 5 years, or same sex couples are eligible	Domestic Relations Court: where victim lives; where abuser lives or has a business, or where incident(s) occurred	Causing or trying to cause injury or placing someone in fear of imminent serious harm. Courts use different requirements for how recent the incident must be.
Stalking Prevention Order • up to 5 years • can be renewed	Any person who is a victim of stalking. No relationship with stalker is required	Common Please Court: where victim lives (if family or household member, can be filed as DV Protection Order, see above)	Pattern of conduct (two or move events) closely related in time, that cause distress or make a victim believe the stalker will cause harm.
Sexually Oriented Offense Protection Order • up to 5 years • can be renewed	Any person who was a victim of a sexually oriented offense (see ORC 2950.01). No relationship with offender is required. Case does not have to be criminally prosecuted.	Common Pleas Court: where victim lives	Sexual assault or unwanted sexual contact (see ORC 2950.01).
Juvenile Protection Order • until abuser reached age 19	Victim of abuse by a person who is under the age 18, or the victim's parents or other household members, or other party the Court approves.	Juvenile Court: where victim lives	Assault, stalking, sexual offenses, threats of harm or aggravated trespass.

The College may issue an institutional no contact order if deemed appropriate or at the request of the victim or accused. If the College receives a report that such an institutional no contact order has been violated, the College will initiate disciplinary proceedings appropriate to the status of the accused (student, employee, etc.) and will impose sanctions if the accused is found responsible for violating the no contact order.

Accommodations and Protective Measures Available for Victims

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, Lakeshore College will provide written notification to students and employees about accommodations available to them, including academic, living, transportation, protective orders and working situations. The written notification will include information regarding the accommodation options, available assistance in requesting accommodations, and how to request accommodations and protective measures (i.e., the notification will include the name and contact information for the individual or office that should be contacted to request the accommodations).

At the victim's request, and to the extent of the victim's cooperation and consent, college offices will work cooperatively to assist the victim in obtaining accommodations. If reasonably available, a victim may be offered changes to academic, living, working, protective measures or transportation situations regardless of whether the victim chooses to report the crime to campus police or local law enforcement. Examples of options for a potential change to the academic situation may be to transfer to a different section of a class, withdraw and take a class at another time if there is no option for moving to a different section, etc. Potential changes to living situations may include moving to a different room or residence hall. Possible changes to work situations may include changing working hours. Possible changes in transportation may include having the student or employee park in a different location, assisting the student or employee with a safety escort, etc.

To request changes to academic, living, transportation and/or working situations or protective measures, a victim should contact the Office of the Title IX Coordinator and Lakeshore College Police/Security Department. If the victim wishes to receive assistance in requesting these accommodations, she or he should contact the Office of the Title IX Coordinator and Lakeshore College Police/Security Department.

Lakeshore Policy Application

Lakeshore's policy to address cases of alleged sexual misconduct is designed to do the following:

- Consider the rights of the complainant, the rights of the respondent, the safety of the community, and compliance with applicable laws and college policies.
- Conduct a timely, fair, impartial, and equitable investigation and adjudication process with thoroughness and respect for all involved parties.
- Protect the privacy of all parties to the extent practical, while balancing the need to perform an investigation, follow the procedures outlined below, comply with applicable law, and maintain campus safety.
- Provide appropriate remedies and sanctions to address the discriminatory effects of sexual misconduct on the complainant and others.
- Support the needs of the complainant and respondent in the areas of emotional and mental health, physical well-being, and safety from future violence or retaliation.

Lakeshore specifically prohibits all forms of sexual misconduct and violence including, but not limited to, rape, acquaintance rape, sexual assault, sexual harassment, dating violence, domestic violence, stalking, and hate crimes between or against members of its college community. This policy will apply regardless of whether a criminal proceeding has been initiated, the conduct occurred on campus, or involved a college sponsored activity. The college will take appropriate measures to address violations of this policy in a manner which is reasonable to prevent such conduct from recurring and to minimize the effects on victims and the Lakeshore community. Retaliation for filing a report or complaint or for participating in a related investigation or disciplinary proceeding is also a violation of this policy.

In instances where a complaining party insists on confidentiality, it may limit the college's ability to respond. Depending upon the circumstances, the college may not be able to ensure confidentiality because of its obligation to provide a safe and non-discriminatory environment for all students. Factors which may impact this request include the seriousness of the alleged conduct and whether there have been other complaints about the same individual. Confidential resources available to consult with students are listed in this policy.

Once a Lakeshore employee (non-confidential reporter) has either been told or should have known about an incident(s) of sexual harassment or sexual misconduct, Lakeshore will do the following:

- Take immediate and appropriate steps to investigate what occurred.
- Take prompt and effective action to:
    - Stop the harassment.
    - Remedy the effects of the behavior.
    - Prevent the recurrence of said behavior.

Community Resources

On and Off Campus Services for Victims

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, Lakeshore College will provide written notification to students and employees about existing assistance with and/or information about obtaining resources and services including counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and assistance in notifying appropriate local law enforcement. These resources include the following:

ON CAMPUS		
Type of Services Available	**Service Provider**	**Contact Information**
Counseling	BetterMynd	(920) 693-1366, https://app.bettermynd.com/
Health	None Available	
Mental Health	BetterMynd	(920) 693-1366, https://app.bettermynd.com/
Victim Advocacy	None Available	
Legal Assistance	None Available	
Visa and Immigration Assistance	None Available	

Student Financial Aid	Lakeshore Financial Aid Office	(920) 693-1718
Other	Not Applicable	

In addition to seeking support from internal confidential contacts, there are a number of community resources available to provide support. You can call or approach any of these people confidentially and tell them what happened. They will listen and explain your options. Talking to any of these people does not constitute reporting the incident to the college:

OFF CAMPUS		
Type of Services Available	**Service Provider**	**Contact Information**
Counseling	The Crisis Center	920.459.3151 1202 N 31st St., Sheboygan, WI 53081
	Reach Helpline	920.457.1111 2508 S 8th St., Sheboygan, WI 53081
Health	Aurora Hospital - Sheboygan	920.802.2100 3400 Union Ave., Sheboygan, WI 53081
	Aurora Hospital - Two Rivers	920.794.5000 5000 Memorial Drive, Two Rivers, WI 54241
	St. Nicholas Hospital - Sheboygan	920.459.8300 3100 Superior Ave., Sheboygan, WI 53081
	Holy Family Memorial Hospital/Froedtert & Medical College of Wisconsin	920.320.2011 2300 Western Ave., Manitowoc, WI 54220

Type of Services Available	**Service Provider**	**Contact Information**
Mental Health	The Crisis Center	920.459.3151 1202 N 31st St., Sheboygan, WI 53081
	Reach Helpline	920.457.1111 2508 S 8th St., Sheboygan, WI 53081
	Teladoc Health	www.teladochealth.com
	Talkspace	www.talkspace.com
Victim Advocacy	Safe Harbor Domestic Abuse Treatment Center	920.452.8611 929 Niagara Ave., Sheboygan, WI 53081
	Harbor House Domestic Abuse	920.849.7819 107 S Side Shopping Center, Chilton, WI 53014
	InCourage Domestic Violence Center	920.684.5770 300 Reed Ave., Manitowoc, WI 54220

Legal Assistance	Sheboygan Police Department	920.459.3333 1315 N 23rd St., Sheboygan, WI 53081
	Law for Learners	https://www.lawforlearners.com/available-legal-help
Visa and Immigration Assistance	Sheboygan County Interfaith Organization	920.457.7272 1251 Geele Ave., Sheboygan, WI 53083
Student Financial Aid	Salvation Army	920.458.3723 710 Pennsylvania Ave., Sheboygan, WI 53081 *(Emergency financial assistance/resource referrals)*
Other	Sheboygan County Interfaith Organization	Community outreach, resource referrals, family support 920.457.7272
	Salvation Army	Emergency housing, food, utility assistance, disaster services 920.458.3723
	Employee Assistance Program	866.451.5465
	Rape, Abuse and Incest National Network	http://www.rainn.org
	Department of Justice	https://www.justice.gov/ovw/sexual-assault
	Department of Education, Office of Civil Rights	https://www2.ed.gov/about/offices/list/ocr/know.html

Clery Act Addendum Requirements

The Act

I. The Campus SaVE Act (the "SaVE Act" or "Act") applies to almost all institutions of higher education since it is directed toward those who participate in financial aid programs under Title IV of the Higher Education Act of 1965. It became effective on March 7, 2013, as part of the Violence Against Women Reauthorization Act (VAWA) and amends the Jeanne Clery Campus Safety Act (known as the Clery Act).

II. The Act requires higher education institutes to report crime statistics and disclose security related information in several ways:
    a. It adds offenses involving domestic violence, dating violence, and stalking to the crimes which institutions must report and include in their annual security reports (ASR).
    b. It expands the categories of reportable "hate crimes" to include those based on bias against gender identity or national origin.
    c. The policy statements filed as part of the ASR must now include detailed descriptions of the institution's internal procedures in cases of domestic violence, dating violence, or stalking, as well as descriptions of its education and prevention programs.

Federal Clery Act Definitions of Domestic Violence, Dating Violence, Sexual Assault and Stalking

The Clery Act defines the crimes of domestic violence, dating violence, sexual assault and stalking as follows:

I. **Domestic Violence**. "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 or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred… 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 in which the crime of violence occurred." For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

II. **Dating violence.** 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 where the existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
   b. For the purposes of this definition—
      i. Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
      ii. Dating violence does not include acts covered under the definition of domestic violence.
   c. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

III. **Stalking.** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—
   a. Fear for their safety or the safety of others; or
   b. Suffer substantial emotional distress."
   c. For the purposes of this definition—
      i. *Course of conduct* means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.
      ii. *Reasonable person* means a reasonable person under similar circumstances and with similar identities to the victim.
      iii. *Substantial emotional distress* means significant mental suffering or anguish which may, but does not necessarily, require medical or other professional treatment or counseling.
      iv. For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

IV. **Sexual Assault.** An offense which meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is "any sexual act directed against another person, without the consent of the victim, including instances where the victim if incapable of giving consent."

a. **Rape** is defined as 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.
b. **Fondling** is defined as the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental incapacity.
c. **Incest** is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
d. **Statutory Rape** is defined as sexual intercourse with a person who is under the statutory age of consent.

Wisconsin State Law Definitions

Wisconsin Statutes § 813.12 Domestic Abuse Restraining Orders and Injunctions:

(ag) "Dating relationship" means a romantic or intimate social relationship between 2 adult individuals but "dating relationship" does not include a causal relationship or an ordinary fraternization between 2 individuals in a business or social context. A court shall determine if a dating relationship existed by considering the length of the relationship, the type of the relationship, and the frequency of the interaction between the adult individuals involved in the relationship.

(am) "Domestic abuse" means any of the following engaged in by an adult family member or adult household member against another adult family member or adult household member, by an adult caregiver against an adult who is under the caregiver's care, by an adult against his or her adult former spouse, by an adult against an adult with whom the individual has or had a dating relationship, or by an adult against an adult with whom the person has a child in common:

1. Intentional infliction of physical pain, physical injury or illness.
2. Intentional impairment of physical condition.
3. A violation of s. 940.225 (1), (2) or (3).
4. A violation of s. 940.32.
5. A violation of s. 943.01, involving property that belongs to the individual.
6. A threat to engage in the conduct under subdivision. 1., 2., 3., 4., or 5.

Wisconsin Statutes § 968.075 Domestic abuse incidents; arrest and prosecution.

(1) DEFINITIONS. In this section:

968.075(1)(a)(a) "Domestic abuse" means any of the following engaged in by an adult person against his or her spouse or former spouse, against an adult with whom the person resides or formerly resided or against an adult with whom the person has a child in common:

1. Intentional infliction of physical pain, physical injury or illness.
2. Intentional impairment of physical condition.
3. A violation of s. 940.225 (1), (2) or (3).

4. A physical act that may cause the other person reasonably to fear imminent engagement in the conduct described under subd. 1., 2. or 3.

Wisconsin Statutes § 940.225 Sexual Assault and Fondling

(1) FIRST DEGREE SEXUAL ASSAULT. Whoever does any of the following is guilty of a Class B felony:

(a) Has sexual contact or sexual intercourse with another person without consent of that person and causes pregnancy or great bodily harm to that person.

(b) Has sexual contact or sexual intercourse with another person without consent of that person by use or threat of use of a dangerous weapon or any article used or fashioned in a manner to lead the victim reasonably to believe it to be a dangerous weapon.

(c) Is aided or abetted by one or more other persons and has sexual contact or sexual intercourse with another person without consent of that person by use or threat of force or violence.

(d) Commits a violation under sub. (2) against an individual who is 60 years of age or older. This paragraph applies irrespective of whether the defendant had actual knowledge of the victim's age. A mistake regarding the victim's age is not a defense to a prosecution under this paragraph.

(2) SECOND DEGREE SEXUAL ASSAULT. Whoever does any of the following is guilty of a Class C felony:

(a) Has sexual contact or sexual intercourse with another person without consent of that person by use or threat of force or violence.

(b) Has sexual contact or sexual intercourse with another person without consent of that person and causes injury, illness, disease or impairment of a sexual or reproductive organ, or mental anguish requiring psychiatric care for the victim.

(c) Has sexual contact or sexual intercourse with a person who suffers from a mental illness or deficiency which renders that person temporarily or permanently incapable of appraising the person's conduct, and the defendant knows of such condition.

(cm) Has sexual contact or sexual intercourse with a person who is under the influence of an intoxicant to a degree which renders that person incapable of giving consent if the defendant has actual knowledge that the person is incapable of giving consent and the defendant has the purpose to have sexual contact or sexual intercourse with the person while the person is incapable of giving consent.

(d) Has sexual contact or sexual intercourse with a person who the defendant knows is unconscious.

(e) Is aided or abetted by one or more other persons and has sexual contact or sexual intercourse with another person without the consent of that person.

(f) Is an employee of a facility or program under s. 940.295 (2) (b), (c), (h) or (k) and has sexual contact or sexual intercourse with a person who is a patient or resident of the facility or program.

(g) Has sexual contact or sexual intercourse with an individual who is confined in a correctional institution if the actor is a correctional staff member. This paragraph does not apply if the individual with whom the actor has sexual contact or sexual intercourse is subject to prosecution for the sexual contact or sexual intercourse under this section.

(h) Has sexual contact or sexual intercourse with an individual who is on probation, parole, or extended supervision if the actor is a probation, parole, or extended supervision agent who supervises the individual, either directly or through a subordinate, in his or her capacity as a probation, parole, or extended supervision agent

or who has influenced or has attempted to influence another probation, parole, or extended supervision agent's supervision of the individual. This paragraph does not apply if the individual with whom the actor has sexual contact or sexual intercourse is subject to prosecution for the sexual contact or sexual intercourse under this section.

(i) Is a licensee, employee, or non-client resident of an entity, as defined in s. 48.685 (1) (b) or 50.065.

(1) (c), and has sexual contact or sexual intercourse with a client of the entity.

(j) Is a law enforcement officer and has sexual contact or sexual intercourse with any person who is detained by any law enforcement officer, as provided under s. 968.24, or is in the custody of any law enforcement officer. This paragraph applies whether the custody is lawful or unlawful and whether the detainment or custody is actual or constructive. Consent is not an issue in an action under this paragraph.

(3) THIRD DEGREE SEXUAL ASSAULT. Whoever has sexual intercourse with a person without the consent of that person is guilty of a Class G felony. Whoever has sexual contact in the manner described in sub. (5) (b) 2. or 3. with a person without the consent of that person is guilty of a Class G felony.

(3m) FOURTH DEGREE SEXUAL ASSAULT. Except as provided in sub. (3), whoever has sexual contact with a person without the consent of that person is guilty of a Class A misdemeanor.

(4) Consent, as used in this section, means words or overt actions by a person who is competent to give informed consent indicating a freely given agreement to have sexual intercourse or sexual contact. Consent is not an issue in alleged violations of sub. (2) (c), (cm), (d) and (g). The following persons are presumed incapable of consent but the presumption may be rebutted by competent evidence, subject to the provisions of s. 972.11(2):

(b)A person suffering from a mental illness or defect which impairs capacity to appraise personal conduct.

(c)A person who is unconscious or for any other reason is physically unable to communicate unwillingness to an act.

(5) Definitions in this section:

(a) "Sexual contact" means any of the following:

1. Any of the following types of intentional touching, whether direct or through clothing, if that intentional touching is either for the purpose of sexually degrading; or for the purpose of sexually humiliating the complainant or sexually arousing or gratifying the defendant or if the touching contains the elements of actual or attempted battery under s. 940.19 (1):

a. Intentional touching by the defendant or, upon the defendant's instruction, by another person, by the use of any body part or object, of the complainant's intimate parts.

b. Intentional touching by the complainant, by the use of any body part or object, of the defendant's intimate parts or, if done upon the defendant's instructions, the intimate parts of another person.

c. Touching by the complainant of the ejaculate, urine, or feces of any person upon the intentional instructions of the defendant, upon the use or threat of force or violence by the defendant, or upon an intentional act of the defendant.

2. Intentional penile ejaculation of ejaculate or intentional emission of urine or feces by the defendant or, upon the defendant's instruction, by another person upon any part

of the body clothed or unclothed of the complainant if that ejaculation or emission is either for the purpose of sexually degrading or sexually humiliating the complainant or for the purpose of sexually arousing or gratifying the defendant.

3. For the purpose of sexually degrading or humiliating the complainant or sexually arousing or gratifying the defendant, intentionally causing the complainant to ejaculate or emit urine or feces on any part of the defendant's body, whether clothed or unclothed.

Wisconsin Statute §944.06 Incest

Whoever marries or has nonmarital sexual intercourse, as defined in s. 948.01 (6), with a person he or she knows is a blood relative and such relative is in fact related in a degree within which the marriage of the parties is prohibited by the law of this state is guilty of a Class F felony.

Wisconsin Statute § 948.06 Incest with a child.

Whoever does any of the following is guilty of a Class C felony:

(1) Marries or has sexual intercourse or sexual contact with a child he or she knows is related, either by blood or adoption, and the child is related in a degree of kinship closer than 2nd cousin.

(1m) Has sexual contact or sexual intercourse with a child if the actor is the child's stepparent.

(2) Is a person responsible for the child's welfare and:

(a) Has knowledge that another person who is related to the child by blood or adoption in a degree of kinship closer than 2nd cousin or who is a child's stepparent has had or intends to have sexual intercourse or sexual contact with the child;

(b) Is physically and emotionally capable of taking action that will prevent the intercourse or contact from occurring or being repeated;

(c) Fails to take that action; and

(d) The failure to act exposes the child to an unreasonable risk that intercourse or contact may occur between the child and the other person or facilitates the intercourse or contact that does occur between the child and the other person.

Wisconsin Statute § 948.093 Underage sexual activity.

Whoever has sexual contact with a child who has attained the age of 15 years but has not attained the age of 16 years, or whoever has sexual intercourse with a child who has attained the age of 15 years, is guilty of a Class A misdemeanor if the actor has not attained the age of 19 years when the violation occurs. This section does not apply if the actor is the child's spouse.

Wisconsin Statute § 948.02 Sexual Assault of a Child (Statutory Rape)

(1) First degree sexual assault.

(am) Whoever has sexual contact or sexual intercourse with a person who has not attained the age of 13 years and causes great bodily harm to the person is guilty of a Class A felony.

(b) Whoever has sexual intercourse with a person who has not attained the age of 12 years is guilty of a Class B felony.

(c) Whoever has sexual intercourse with a person who has not attained the age of 16 years by use or threat of force or violence is guilty of a Class B felony.

(d) Whoever has sexual contact with a person who has not attained the age of 16 years by use or threat of force or violence is guilty of a Class B felony if the actor is at least 18 years of age when the sexual contact occurs.

(e) Whoever has sexual contact or sexual intercourse with a person who has not attained the age of 13 years is guilty of a Class B felony.

(2) Second degree sexual assault. Whoever has sexual contact or sexual intercourse with a person who has not attained the age of 16 years is guilty of a Class C felony. This subsection does not apply if s. 948.093 applies.

Wisconsin Statutes § 940.32 Stalking

(1) In this section:

(a) "Course of conduct" means a series of 2 or more acts carried out over time, however short or long, that show a continuity of purpose, including any of the following:

1. Maintaining a visual or physical proximity to the victim.

940.32(1)(a)2.

2. Approaching or confronting the victim.

3. Appearing at the victim's workplace or contacting the victim's employer or coworkers.

4. Appearing at the victim's home or contacting the victim's neighbors.

5. Entering property owned, leased, or occupied by the victim.

6. Contacting the victim by telephone or causing the victim's telephone or any other person's telephone to ring repeatedly or continuously, regardless of whether a conversation ensues.

6m. Photographing, videotaping, audiotaping, or, through any other electronic means, monitoring or recording the activities of the victim. This subdivision applies regardless of where the act occurs.

7. Sending material by any means to the victim or, for the purpose of obtaining information about, disseminating information about, or communicating with the victim, to a member of the victim's family or household or an employer, coworker, or friend of the victim.

7m. Sending to a member of the victim's family or household, or any current or former employer of the victim, or any current or former coworker of the victim, or any friend of the victim any physical or electronic material or contacting such person by any means, including any message, comment, or other content posted on any Internet site or web application for the purpose of obtaining information about, disseminating information about, or communicating with the victim.

8. Placing an object on or delivering an object to property owned, leased, or occupied by the victim.

9. Delivering an object to a member of the victim's family or household or an employer, coworker, or friend of the victim or placing an object on, or delivering an object to, property owned, leased, or occupied by such a person with the intent that the object be delivered to the victim.

10. Causing a person to engage in any of the acts described in subds. 1. to 9.

Wisconsin Statute § 940.225 (4) – Consent

Words or overt actions by a person who is competent to give informed consent indicating a freely given agreement to have sexual intercourse or sexual contact. The following persons are presumed incapable of consent:

- A person suffering from a mental illness or defect which impairs capacity to appraise personal conduct.

- A person who is unconscious or for any other reason is physically unable to communicate unwillingness to an act.

Sex Offender Registry

In accordance with the "Campus Sex Crimes Prevention Act" of 2000, which amends the Jacob Wetterling Crimes against Children and Sexually Violent Offenders Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, the Lakeshore College's public website provides a link to the Wisconsin Department of Corrections Sex Offender Registry under the Campus Safety and Security page.

This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by the state concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a state to provide notice of each institution of higher education in the state which the person is employed, carries a vocation, or is a student.

Registry information provided under this section shall be used for the purposes of the administration of criminal justice, screening of current or prospective employees, volunteers, or otherwise for the protection of the public in general and children in particular. Unlawful use of the information for purposes of intimidating or harassing another is prohibited and willful violation shall be punishable to the fullest extent of the law.

The Wisconsin Department of Corrections is responsible for maintaining this registry. Follow the link below to access the Wisconsin Department of Corrections Sex Offender Registry Website: http://offender.doc.state.wi.us/public//.

Notification to Victims of Crimes of Violence

The college will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as the result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

Prohibition of Hazing

Hazing is prohibited under both federal law (Clery Act) and state law. Hazing includes any act that endangers the mental or physical health or safety of a student or others for the purpose of initiation, affiliation, or continued membership in a group or organization. Incidents of hazing must be reported and may result in institutional discipline as well as criminal prosecution.

Hazing Policy Statements

Lakeshore College prohibits students, employees, officers, contractors, and volunteers from engaging, or attempting to engage in Hazing. The College defines Hazing as:

1. any intentional, knowing, or reckless act committed by a person (whether individually or in concert with other persons) against another person or persons regardless of the willingness of such other person or persons to participate, that:
    a. is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization; and

b. causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury including
    i. whipping, beating, striking, electronic shocking, placing of a harmful substance on someone's body, or similar activity;
    ii. causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or other similar activity;
    iii. causing, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs, or other substances;
    iv. causing, coercing, or otherwise inducing another person to perform sexual acts;
    v. any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct;
    vi. any activity against another person that includes a criminal violation of local, State, Tribal, or Federal law; and
    vii. any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, State, Tribal, or Federal law.

For purposes of this definition, the College considers the following behaviors to constitute Hazing under this definition, as they inherently cause or create a risk of physical or psychological injury: any brutality of a physical nature, such as whipping, beating, branding, forced consumption of any food, liquor, drug or other substance, forced confinement or any other forced activity which endangers the physical health or safety of the student.

Hazing also involves any other activity not addressed by (1) of this definition that is expected of someone joining or participating in a student organization that humiliates, degrades, abuses, or endangers them, regardless of a person's willingness to participate.

For purposes of the College's Hazing policy, the phrase "student organization" means "an organization at Lakeshore College (such as a club, society, association, varsity or junior varsity athletic team, club sports team, fraternity, sorority, band, or student government) in which two or more of the members are students enrolled at the College, whether or not the organization is established or recognized by the College." While student organizations that are not recognized or established by the College are not subject to the College's disciplinary jurisdiction, individuals who engage in violations of the standards of conduct outlined in the College's Hazing policy will be held accountable regardless of whether the student organization in which the Hazing activities occurred is recognized or established by the institution.

Any student organization recognized or established by the College that is found to be responsible for violating the College's Hazing policy will be recorded in the Campus Hazing Transparency Report. However, all reports of hazing involving student organizations that occur in the College's Clery Geography will be included in the crime statistics regardless of whether the organization is established or recognized by the institution.

The College reserves the right to hold a sub-group of an organization accountable for Hazing policy violations, rather than the entire student organization, when circumstances reasonably indicate a sub-group, not the entire student organization, committed a Hazing policy violation. For example, affinity groups or position groups within an athletic team that meet the definition of student organization may be held accountable for Hazing in lieu of the entire athletic team.

While each report will be evaluated on a case-by-case basis, the College generally considers the following non-exhaustive criteria when determining whether conduct might reasonably be associated with a student organization:

- All clubs must have at least one LC advisor.
- Program-related clubs: Advisor must be approved by the Instructional Division Dean.
- Non-program clubs: Advisor may be any LC faculty, staff, or manager, with supervisor approval.
- Minimum membership - at least six (6) active student members are required.
    - Submit a typed list of student names and LC ID numbers.
    - Only LC credit-enrolled students may be members. Faculty, staff, or community members may not be counted as student members.
- Constitution/bylaws:
    - Submit at least a draft constitution/bylaws document to the SLB Executive Advisors. This document must clearly outline the club's structure, purpose, and operations. Final approval cannot be granted until this is received.
- Presentation at SLB meeting:
    - New or renewing organizations must present their request at an official SLB business meeting.
    - Work with the SLB Executive Advisors to confirm that all documents are complete and to schedule your presentation.
- Compliance & Safety:
    - All student organizations and their advisors must:
        - Follow the policies and expectations outlined in this handbook.
        - Comply with LC policies and the Wisconsin Technical College System (WTCS).
        - Adhere to any current LC public health and safety guidelines.

How to Report Hazing

Students, employees, and other members of the College community should report known or suspected incidents of hazing. Any incident involving an in-progress crime or emergency should be reported immediately to the local law enforcement agency with jurisdiction by dialing 911.

Reports involving hazing will be addressed in accordance with applicable College procedures. When a report involves conduct that may constitute a criminal violation, the matter may also be referred to appropriate law enforcement authorities.

Hazing that occurs within the College's Clery Geography will be included in the College's crime statistics when required, regardless of whether the student organization involved is established or recognized by the College.

Reports can be made in person, by phone, submitting a Maxient form or by email using the contact information below. Lakeshore College Police/Security Department at the Cleveland Campus, Room H2420, via email at security@lakeshore.edu or phone by calling (920) 946-6310. Reports can also be made at the following link: Campus Safety and Security.

Incidents of Hazing involving students can be reported to the Lakeshore College Police/Security Department at the Cleveland Campus, Room H2420, via email at security@lakeshore.edu or phone by calling (920) 946-6310. Reports can also be made at the following link: Campus Safety and Security, the Executive Director of Student Affairs and Registrar at (920) 693-1733 or the Vice President of Student Affairs at (920) 693-1858.

Incidents of Hazing involving employees can be reported to the Lakeshore College Police/Security Department at the Cleveland Campus, Room H2420, via email at security@lakeshore.edu or phone by calling (920) 946-6310. Reports can also be made at the following link: Campus Safety and Security. The Executive Director of Human Resources by calling (920) 693-1139.

Process Used to Investigate Hazing Reports

Upon receipt of a report alleging Hazing, the Vice President of Student Affairs, or designee, will review the report and determine if the alleged behavior, as described in the report, would constitute Hazing as defined by the College. The Vice President of Student Affairs, or designee, will also determine which College official(s) or office(s) have jurisdiction over the respondent(s). As it relates to the College's Hazing policy, the term "respondent" refers to a student, a recognized or registered student organization, or an employee who is alleged to have engaged in Hazing.

The Vice President of Student Affairs, or designee, is empowered to take reasonable steps to obtain additional information that may be necessary to determine if a policy violation has been alleged or to determine if an investigation is warranted. The Vice President of Student Affairs may consult with applicable College officials when determining which individual(s) or office(s) have jurisdiction over the respondent(s). When determining jurisdiction, the Vice President of Student Affairs, or designee, will consider:

- the nature of the alleged conduct,
- the circumstances of the report, and
- whether the respondent is a person or student organization subject to the College's conduct standards.

These factors will also inform whether the procedures outlined in the Student Code of Conduct will be utilized to resolve the alleged misconduct. Allegations of Hazing involving a student or a student organization that is officially recognized by, or registered with, the College will be resolved using the procedures outlined in the Student Code of Conduct. Allegations involving other respondents will be resolved using the policies and procedures applicable to the respondent's status.

Interim Action

In response to the report, the Vice President of Student Affairs, or designee, may impose an interim administrative action on a respondent prior to the resolution when a threat of imminent harm to persons or property exists, and/or there is potential for significant disruption to the community that exists during the course of investigation. If the respondent is an employee, the applicable College

official(s) may impose interim administrative action consistent with the policies and procedures applicable to the employee.

Interim action is not a sanction. It is taken in an effort to protect the safety and well-being of individuals and the College community. Interim administrative action is preliminary in nature; it is in effect only until there is a resolution of the matter. The respondent may challenge the interim action in writing to the next level of conduct authority within five (5) days of the imposition of the interim action. The interim action will be in effect during the challenge.

Investigation

If an investigation is warranted, the Vice President of Student Affairs, or designee, shall appoint one or more investigators to conduct a prompt, thorough, and impartial investigation. External investigators may be appointed at the discretion of the Vice President of Student Affairs. Reports of alleged Hazing that also allege violations of the College's Title IX policy will be coordinated between the Title IX Coordinator or Title IX Deputy Coordinator to determine the appropriate investigation and/or resolution procedures.

The respondent (typically the president for a registered/recognized student organization, or its equivalent for an established organization) will be sent a written notice of the allegations by way of their College supplied e-mail account. If the student organization has a national or oversight entity, that entity may be apprised of the College's investigation at the discretion of the Vice President of Student Affairs. The national or oversight entity cannot speak on behalf of or represent the student organization.

Reasonable efforts will be made to complete the investigation in a timely manner. Typically, the College will aim to complete an investigation into allegations of Hazing within 45 business days of providing written notice of the investigation to the respondent, though investigations may extend beyond 45 business days as circumstances require.

During the investigation, the respondent will be provided with an opportunity to: provide information through an in-person or virtual interview, submit a written account, provide the names of incident witnesses for possible interviews with the investigator(s), provide witness statements, and provide any documentation that may be relevant to the facts of the allegations. However, the investigator(s) may consider information from any sources the investigator(s) deem relevant and credible. The investigator(s) will make reasonable efforts to obtain relevant supporting documentation related to the allegations from other College official(s) or available resources.

Upon completion of the investigation, the investigator(s) will prepare an investigation report. The investigation report will summarize the information gathered and include detailed findings-of-fact regarding the behaviors in question.

The investigator(s) will determine whether each respondent violated the College's Hazing policy and document these findings in the investigation report. The Executive Director of Student Services will impose appropriate sanctions in accordance with the Student Code of Conduct for students or student organizations found to have violated the College's Hazing policy. If the Student Code of Conduct does not provide the investigator(s) with sanctioning authority over a respondent, the investigation report will be forwarded to the College official(s) authorized to impose appropriate sanctions.

All respondents will be informed, in writing, of the College's findings and any sanctions imposed. Any opportunity for the respondent to appeal will follow the relevant policies and procedures applicable to the respondent.

Respondents who violate the College's Hazing policy will be subject to conduct sanctions, which may include probation, loss of privileges, loss of recognized/registered status, mandatory training or education, suspension, expulsion, administrative leave, revocation of tenure, or termination. Respondents can also face sanctions under other College policies as well as criminal or civil penalties imposed under applicable law.

Findings and Accountability

Individuals and student organizations found responsible for violating the Hazing Policy may be subject to disciplinary action in accordance with applicable College policies and procedures.

Any student organization established or recognized by the College that is found responsible for violating the Hazing Policy will be recorded in the College's Campus Hazing Transparency Report as required by federal law.

Conduct that constitutes hazing may also violate local, state, Tribal, or federal law and may result in criminal prosecution.

Clery Reporting

Reports of hazing involving student organizations that occur within the College's Clery Geography will be included in the College's crime statistics when required, regardless of whether the student organization is established or recognized by the College.

The College will fulfill applicable hazing reporting and disclosure requirements in accordance with the Clery Act and Stop Campus Hazing Act.

Information Regarding Applicable Local, State, and Tribal Laws on Hazing

In addition to the College's Hazing policy, members of the campus community should be aware of applicable jurisdictional laws pertaining to Hazing.

Local Laws

There are no applicable local laws relating to Hazing in the College's jurisdiction.

State Laws

Wis. Stat. § 948.51 Hazing.

(1) In this section "forced activity" means any activity which is a condition of initiation or admission into or affiliation with an organization, regardless of a student's willingness to participate in the activity.

(2) No person may intentionally or recklessly engage in acts which endanger the physical health or safety of a student for the purpose of initiation or admission into or affiliation with any organization operating in connection with a school, college or university. Under those circumstances, prohibited acts may include any brutality of a physical nature, such as whipping, beating, branding, forced consumption of any food, liquor, drug or other substance, forced

confinement or any other forced activity which endangers the physical health or safety of the student.

(3) Whoever violates sub. (2) is guilty of:

(a) A Class A misdemeanor if the act results in or is likely to result in bodily harm to another.

(b) A Class H felony if the act results in great bodily harm to another.

(c) A Class G felony if the act results in the death of another.

Tribal Laws

There are no applicable Tribal laws relating to Hazing in the College's jurisdiction.

Campus Hazing Transparency Report

As required by the Stop Campus Hazing Act, the College publishes a Campus Hazing Transparency Report that summaries findings concerning student organizations established or recognized by the College that have been found responsible for violating the College's Hazing policy. The Transparency Report will be updated to include new findings of organizational responsibility no less than twice annually following a final determination that a student organization has violated the College's Hazing policy. The first Transparency Report will be published by December 23, 2025, unless no organizations have been found responsible for Hazing at that time, as the College is not required to publish a Transparency Report until a student organization has been found responsible for violating the College's Hazing policy on or after July 1, 2025.

Each entry published to the Transparency Report will include, at a minimum, the following information:

- the student organization;
- a general description of the violation that resulted in a finding of responsibility;
- whether the violation involved the abuse or illegal use of alcohol or drugs;
- the findings of the institution (i.e., the rationale for finding the organization responsible for Hazing);
- any sanctions placed on the student organization; and
- the dates on which—
    - the incident was alleged to have occurred,
    - the investigation into the incident was initiated,
    - the investigation ended with a finding that a Hazing violation occurred, and
    - the student organization was provided notice that the incident resulted in a Hazing violation.

The Transparency Report can be found at: Campus Hazing Policy and Transparency Report. On this page, the College also publishes additional information, including:

- A statement notifying the public of the availability of Hazing statistics that are published in the Annual Security Report;
- Information about the institution's policies relating to Hazing; and
- Information on applicable local, State, and Tribal laws regarding Hazing.

Hazing Prevention and Awareness Programs

The College provides Hazing prevention and awareness programs that are informed by research, campus-wide in scope, and designed to reach all students, staff, and faculty. Programs address various topics, including:

- the College's definition of Hazing, including a clear statement that the College prohibits Hazing;
- the definition of Student Organization, as it applies to the College's Hazing policy;
- how to report Hazing;
- the process the College will use to investigate reports of Hazing;
- information on applicable local, State, and Tribal laws regarding Hazing; and
- primary prevention strategies intended to stop Hazing before it occurs (including training for all students and employees: bystander intervention, ethical leadership, and strategies for building group cohesion.

These programs are part of the College's comprehensive strategy to prevent incidents of Hazing before they occur. These programs also raise awareness about the College's Campus Hazing Transparency Report that summarizes findings concerning student organizations established or recognized by the College that have been found responsible for violating the College's Hazing policy.

Specifically, the College provides Hazing prevention and awareness programs to students by including Hazing education in new student orientation.

Additionally, the College provides Hazing prevention and awareness programs to employees by providing annual training on the College's definition of Hazing, how to report Hazing, and the process the College will use to investigate reports of Hazing.

Clery Act Crime Definitions

The following definitions are to be used for reporting the crimes listed in the Clery Act, in accordance with the Federal Bureau of Investigation's Uniform Crime Reporting (UCR) Program. The definitions for murder, rape, robbery, aggravated assault, burglary, motor vehicle theft, weapons: carrying, possessing, etc., law violations, drug abuse violations, and liquor law violations are from the "Summary Reporting System (SRS) User Manual" from the FBI's UCR Program. The definitions of fondling, incest, and statutory rape are excerpted from the "National Incident-Based Reporting System (NIBRS) User Manual" from the FBI's UCR Program. The definitions of larceny-theft (except motor vehicle theft), simple assault, intimidation, and destruction/damage/vandalism of property are from the "Hate Crime Data Collection Guidelines and Training Manual" from the FBI's UCR Program.

Crime Definitions from the Summary Reporting System (SRS) User Manual From the FBI's UCR Program

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.

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.

Burglary

- The unlawful entry of a structure to commit a felony or a theft. This includes unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny, housebreaking or safecracking; and all attempts to commit any of the aforementioned.

Criminal Homicide-Murder and Non-negligent Manslaughter

- The willful (non-negligent) killing of one human being by another.

Criminal Homicide-Negligent Manslaughter

- The killing of another person through gross negligence.

Motor Vehicle Theft

- The theft or attempted theft of a motor vehicle.

Robbery

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

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.

Dating Violence

- A romantic or intimate social relationship between 2 adult individuals but "dating relationship" does not include a causal relationship or an ordinary fraternization between two individuals in a business or social context. A court shall determine if a dating relationship existed by considering the length of the relationship, the type of the relationship, and the frequency of the interaction between the adult individuals involved in the relationship.

Domestic Violence

- Any of the following engaged in by an adult family member or adult household member against another adult family member or adult household member, by an adult caregiver against an adult who is under the caregiver's care, by an adult against their adult former spouse, by an adult against an adult with whom the individual has or had a dating relationship, or by an adult against an adult with whom the person has a child in common:
    - Intentional infliction of physical pain, physical injury, or illness.
    - Intentional impairment of physical condition.
    - A violation of s. 940.225 (1), (2) or (3).
    - A violation of s. 943.01, involving property that belongs to the individual.

Stalking

- "Course of conduct" means a series of 2 or more acts carried out over time, however short or long, which shows a continuity of purpose, including any of the following:
    - Maintaining a visual or physical proximity to the victim.

- Approaching or confronting the victim.
- Appearing at the victim's workplace or contacting the victim's employer or coworkers.
- Appearing at the victim's home or contacting the victim's neighbors.
- Entering property owned, leased, or occupied by the victim.
- Contacting the victim by telephone or causing the victim's telephone or any other person's telephone to ring repeatedly or continuously, regardless of whether a conversation ensues.
- Sending material by any means to the victim or, for the purpose of obtaining information about, disseminating information about, or communicating with the victim, to a member of the victim's family or household or an employer, coworker, or friend of the victim.
- Placing an object on or delivering an object to property owned, leased, or occupied by the victim.
- Delivering an object to a member of the victim's family or household or an employer, coworker, or friend of the victim or placing an object on, or delivering an object to, property owned, leased, or occupied by such a person with the intent that the object be delivered to the victim.

Weapons, Drug and Alcohol Law Violations & Disciplinary Action

- In addition to disclosing statistics for the aforementioned offenses, the Clery Act requires institutions to disclose both the number of arrest and the number of people referred for disciplinary action for the following violations:
  - Drug Law Violations: The violation 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. This also includes the unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. The relevant substances include the following: opium or cocaine and their derivatives (morphine, heroine, codeine), marijuana, synthetic narcotics (manufactured narcotics which can cause true addiction – Demerol, methadone), and dangerous narcotic drugs (barbiturates, Benzedrine). Arrests for violations of State and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.
  - Liquor Law Violations: The violation of State or local laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of alcoholic beverages, maintaining unlawful drinking places, bootlegging, operating a still, furnishing liquor to a minor or intemperate person, underage possession, using a vehicle for illegal transportation of liquor, drinking on a train or public conveyance, and all attempts to commit any of the aforementioned, not including driving under the influence and drunkenness.
  - Weapon Possession Violations: The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons. Encompassed in this violation also includes the use of or manufacturing of silencers, furnishing of deadly weapons to minors, aliens possessing deadly weapons, and attempts to commit any of the above.

Crime Definitions From the National Incident-Based Reporting System (NIBRS) User Manual from the FBI's UCR Program

Sex Offenses

- Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

    - Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, without the consent 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.

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

    - Statutory Rape—Sexual intercourse with a person who is under the statutory age of consent.

Crime Definitions from the Hate Crime Data Collection Guidelines and Training Manual From the FBI's UCR Program

Hate Crimes

- A Hate Crime is defined as the victim is intentionally selected because of the actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability.
    - Larceny-Theft (Except Motor Vehicle Theft)
      The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Attempted larcenies are included. Embezzlement, confidence games, forgery, worthless checks, etc., are excluded.
    - Simple Assault
      An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.
    - Intimidation
      To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
    - Destruction/Damage/Vandalism of Property
      To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

Crime Definition for Hazing from the Stop Campus Hazing Act and Jeanne Clery Campus Safety Act as Amended

Hazing

- Hazing: (vi) The term ‘Hazing’, for purposes of reporting statistics on Hazing incidents that were reported to campus security authorities or local police agencies, means any

intentional, knowing, or reckless act committed by a person (whether individually or in concert with other persons) against another person or persons regardless of the willingness of such other person or persons to participate, that:

- is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization; and
- causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury including –
    - (aa) whipping, beating, striking, electronic shocking, placing of a harmful substance on someone's body, or similar activity;
    - (bb) causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or other similar activity;
    - (cc) causing, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs, or other substances;
    - (dd) causing, coercing, or otherwise inducing another person to perform sexual acts;
    - (ee) any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct;
    - (ff) any activity against another per son that includes a criminal violation of local, State, Tribal, or Federal law; and
    - (gg) any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, State, Tribal, or Federal law.

Daily Crime Log

Lakeshore College Police maintains a Daily Crime Log which is available to the public for review, at the Lakeshore College Police Office in the Cleveland Campus Room H2420, from 9 am–4 pm Monday through Thursday, excluding holidays. A version may of the Daily Crime Log is also available online at: Daily Crime Log · Lakeshore College.

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Crime Statistics

Cleveland Campus

PRIMARY CRIMES	Year	On-Campus	Noncampus	Public Property	Total	On-Campus Student Housing Facilities*
Murder/Non-Negligent Manslaughter	2025	0	0	0	0	N/A
	2024	0	0	0	0	N/A
	2023	0	0	0	0	N/A
Manslaughter by Negligence	2025	0	0	0	0	N/A
	2024	0	0	0	0	N/A
	2023	0	0	0	0	N/A
Rape	2025	0	0	0	0	N/A
	2024	0	0	0	0	N/A
	2023	0	0	0	0	N/A
Fondling	2025	0	0	0	0	N/A
	2024	0	0	0	0	N/A
	2023	0	0	0	0	N/A
Incest	2025	0	0	0	0	N/A
	2024	0	0	0	0	N/A
	2023	0	0	0	0	N/A
Statutory Rape	2025	0	0	0	0	N/A
	2024	1	0	0	1	N/A
	2023	0	0	0	0	N/A
Robbery	2025	0	0	0	0	N/A
	2024	0	0	0	0	N/A
	2023	0	0	0	0	N/A
Aggravated Assault	2025	0	0	0	0	N/A
	2024****	0	0****	0	0	N/A
	2023***	0	2***	0	2	N/A
Burglary	2025	0	0	0	0	N/A
	2024	0	0	0	0	N/A
	2023	1	0	0	1	N/A
Motor Vehicle Theft	2025	0	0	0	0	N/A
	2024	0	0	0	0	N/A
	2023	0	0	0	0	N/A
Arson	2025	0	0	0	0	N/A
	2024	0	0	0	0	N/A
	2023	0	0	0	0	N/A

ARRESTS AND REFERRALS	Year	On-Campus	Noncampus	Public Property	Total	On-Campus Student Housing Facilities*
Liquor Law Violation Arrests	2025	0	0	0	0	N/A
	2024	0	0	0	0	N/A
	2023***	0	2***	0	2	N/A
Drug Law Violation Arrests	2025	0	0	0	0	N/A
	2024	0	0	0	0	N/A
	2023***	0	11***	0	11	N/A
	2025	0	0	0	0	N/A

ARRESTS AND REFERRALS	Year	On-Campus	Noncampus	Public Property	Total	On-Campus Student Housing Facilities*
Weapons Law Violation Arrests	2024	0	0	0	0	N/A
	2023***	0	0***	0	0	N/A
Liquor Law Violation Referrals for Disciplinary Action	2025	0	0	0	0	N/A
	2024	0	0	0	0	N/A
	2023	0	0	0	0	N/A
Drug Law Violation Referrals for Disciplinary Action	2025	0	0	0	0	N/A
	2024	0	0	0	0	N/A
	2023	0	0	0	0	N/A
Weapons Law Violation Referrals for Disciplinary Action	2025	0	0	0	0	N/A
	2024	0	0	0	0	N/A
	2023	0	0	0	0	N/A

VAWA OFFENSES	Year	On-Campus	Noncampus	Public Property	Total	On-Campus Student Housing Facilities*
Domestic Violence	2025	0	0	0	0	N/A
	2024	0	0	0	0	N/A
	2023	0	0	0	0	N/A
Dating Violence	2025	0	0	0	0	N/A
	2024	0	0	0	0	N/A
	2023	0	0	0	0	N/A
Stalking	2025	4	1	0	5	N/A
	2024	1	0	0	1	N/A
	2023	0	0	0	0	N/A

HAZING	Year	On-Campus	Noncampus	Public Property	Total	On-Campus Student Housing Facilities*
Hazing**	2025	0	0	0	0	N/A
	2024	N/A	N/A	N/A	N/A	N/A
	2023	N/A	N/A	N/A	N/A	N/A

**Lakeshore College does not have any residential facilities on the Cleveland Campus.*

***In accordance with the Stop Campus Hazing Act, institutions are required to report Hazing statistics beginning with the 2025 calendar year. Because the requirement to collect and disclose Hazing statistics took effect on January 1, 2025, "N/A" will be used in place of statistics for any prior years referenced in this report.*

****The Noncampus Aggravated Assault statistics were changed from 4 to 2, Liquor Law Violation Arrest statistics were changed from 5 to 2, Drug law Violation Arrest statistics were changed from 136 to 11, and the Weapon Law Violations Arrest statistics were changed from 7 to 0 for the 2023 calendar year. Following an internal review of available documentation, the College determined*

that certain previously reported crime statistics could not be substantiated through Clery Act records. As a result, these statistics have been corrected due to insufficient documentation to support the originally disclosed figures.

*****The Noncampus Aggravated Assault statistics were changed from 2 to 0 for the 2024 calendar year as we erroneously listed 2 aggravated assault statistics that should have been reported for the 2023 calendar year.*

UNFOUNDED CRIMES

If a crime is reported as occurring On-Campus, in or on Noncampus buildings or property, or on Public Property, and the reported crime is investigated by sworn or commissioned law enforcement authorities and found to be false or baseless, the crime is considered to be "unfounded."

Institutions must report the total number of: criminal offenses; hate crimes; and domestic violence, dating violence, or stalking incidents that have been unfounded.

There were zero (0) unfounded crimes for calendar years 2023, 2024, and 2025.

HATE CRIMES:

There were zero (0) hate crimes reported for this campus in 2023, 2024 and 2025.

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Manitowoc Campus

PRIMARY CRIMES	Year	On-Campus	Noncampus*	Public Property	Total	On-Campus Student Housing Facilities*
Murder/Non-Negligent Manslaughter	2025	0	N/A	0	0	N/A
	2024	0	N/A	0	0	N/A
	2023	0	N/A	0	0	N/A
Manslaughter by Negligence	2025	0	N/A	0	0	N/A
	2024	0	N/A	0	0	N/A
	2023	0	N/A	0	0	N/A
Rape	2025	0	N/A	0	0	N/A
	2024	0	N/A	0	0	N/A
	2023	0	N/A	0	0	N/A
Fondling	2025	0	N/A	0	0	N/A
	2024	0	N/A	0	0	N/A
	2023	0	N/A	0	0	N/A
Incest	2025	0	N/A	0	0	N/A
	2024	0	N/A	0	0	N/A
	2023	0	N/A	0	0	N/A
Statutory Rape	2025	0	N/A	0	0	N/A
	2024	0	N/A	0	0	N/A
	2023	0	N/A	0	0	N/A
Robbery	2025	0	N/A	0	0	N/A
	2024	0	N/A	0	0	N/A
	2023	0	N/A	0	0	N/A
Aggravated Assault	2025	0	N/A	0	0	N/A
	2024	0	N/A	0	0	N/A
	2023	0	N/A	0	0	N/A
Burglary	2025	0	N/A	0	0	N/A
	2024	0	N/A	0	0	N/A
	2023	0	N/A	0	0	N/A
Motor Vehicle Theft	2025	0	N/A	0	0	N/A
	2024	0	N/A	0	0	N/A
	2023	0	N/A	0	0	N/A
Arson	2025	0	N/A	0	0	N/A
	2024	0	N/A	0	0	N/A
	2023	0	N/A	0	0	N/A

ARRESTS AND REFERRALS	Year	On-Campus	Noncampus*	Public Property	Total	On-Campus Student Housing Facilities*
Liquor Law Violation Arrests	2025	0	N/A	0	0	N/A
	2024	0	N/A	0	0	N/A
	2023	0	N/A	0	0	N/A
Drug Law Violation Arrests	2025	0	N/A	0	0	N/A
	2024	0	N/A	0	0	N/A
	2023	0	N/A	0	0	N/A
Weapons Law Violation Arrests	2025	0	N/A	0	0	N/A
	2024	0	N/A	0	0	N/A

ARRESTS AND REFERRALS	Year	On-Campus	Noncampus*	Public Property	Total	On-Campus Student Housing Facilities*
	2023	0	N/A	0	0	N/A
Liquor Law Violation Referrals for Disciplinary Action	2025	0	N/A	0	0	N/A
	2024	0	N/A	0	0	N/A
	2023	0	N/A	0	0	N/A
Drug Law Violation Referrals for Disciplinary Action	2025	0	N/A	0	0	N/A
	2024	0	N/A	0	0	N/A
	2023	0	N/A	0	0	N/A
Weapons Law Violation Referrals for Disciplinary Action	2025	0	N/A	0	0	N/A
	2024	0	N/A	0	0	N/A
	2023	0	N/A	0	0	N/A

VAWA OFFENSES	Year	On-Campus	Noncampus*	Public Property	Total	On-Campus Student Housing Facilities*
Domestic Violence	2025	0	N/A	0	0	N/A
	2024	0	N/A	0	0	N/A
	2023	0	N/A	0	0	N/A
Dating Violence	2025	0	N/A	0	0	N/A
	2024	0	N/A	0	0	N/A
	2023	0	N/A	0	0	N/A
Stalking	2025	1	N/A	0	1	N/A
	2024	0	N/A	0	0	N/A
	2023	0	N/A	0	0	N/A

HAZING	Year	On-Campus	Noncampus*	Public Property	Total	On-Campus Student Housing Facilities*
Hazing**	2025	0	N/A	0	0	N/A
	2024	N/A	N/A	N/A	N/A	N/A
	2023	N/A	N/A	N/A	N/A	N/A

**Lakeshore College does not have any residential facilities or noncampus locations associated with this campus.*

***In accordance with the Stop Campus Hazing Act, institutions are required to report Hazing statistics beginning with the 2025 calendar year. Because the requirement to collect and disclose Hazing statistics took effect on January 1, 2025, "N/A" will be used in place of statistics for any prior years referenced in this report*

UNFOUNDED CRIMES
If a crime is reported as occurring On-Campus, in or on Noncampus buildings or property, or on Public Property, and the reported crime is investigated by sworn or commissioned law enforcement authorities and found to be false or baseless, the crime is considered to be "unfounded."

Institutions must report the total number of: criminal offenses; hate crimes; and domestic violence, dating violence, or stalking incidents that have been unfounded.

There were zero (0) unfounded crimes for calendar years 2023, 2024, and 2025.

HATE CRIMES:
There were zero (0) hate crimes reported for this campus in 2023, 2024 and 2025.

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