Nashotah House Theological Seminary

2026 Annual Security & Fire Safety Report

Annual Security Report
January 1, 2025 to December 31, 2025

Preamble

The Federal Government requires colleges and universities receiving federal funding to disclose the reported instances of criminal activity on their campuses. This document has been produced in compliance with this law. The security report provided in this document is intended to share important information that reflects the commitment of Nashotah House Theological Seminary ("Seminary") to the safety of students and employees, and to the safety of the entire campus.

Policy

Procedures and Facilities for Reporting Criminal Actions and Other Emergencies.

All campus students and employees should report any crime in an emergency by dialing "9911" from Seminary land lines (any phone with ext. 65##) or "911" from any other devices or phone numbers for an immediate connection to local law enforcement. For non-emergency, community members may call "262-446-5070" for local law enforcement or "262-646-6518" for Community Life and Operations, who will then contact law enforcement as needed.

As appropriate, and when the victim/survivor is unable to make such a report, law enforcement will be contacted by the Seminary, unless the victim refuses the assistance of law enforcement, and a report will be generated for Seminary records. The contents of and distribution of such reports shall remain restricted to those employees on a "need-to-know" basis, except for the gathering of objective data elements for campus statistic collection and analysis.

All crimes that are reported to a campus security authority (including, but not limited to, the Director of Community Life and Operations, the Associate Dean of Academic Affairs, the Director of Advancement, the Chair of the Faculty, and the Dean), and fall under a category which is reportable in this document, shall be reflected in the statistics. Crimes disclosed to a licensed counselor or a pastor (including Ministers of the Gospel) during a counseling session are exempt from the reporting requirement and are not included in this document. This exemption is restricted in situations of mandated reporting to crimes disclosed to ordained clergy in the context of the sacramental Rite of Reconciliation, or Confession.

Campus Law Enforcement

Nashotah House does not employ any security personnel. The Seminary's leadership, in particular the Director of Community Life and Operations, works in conjunction with local law enforcement and other

first responders to ensure compliance with local, state, and federal laws, their implementation on the campus, and, where required, their reporting to federal agencies. Seminary employees, especially the Director of Community Life and Operations and the Dean, are empowered with the authority to enforce Seminary policy but are dependent upon local first responders for regular and emergency services including, but not limited to, arrest and criminal prosecution authority. All regular members of Nashotah House faculty and staff shall be considered a representative of the Seminary. Where necessary or appropriate, they will work with local law enforcement agencies having jurisdiction. In order to respect the wishes of all victims, the Seminary does not have any written memorandum with any local or state law enforcement agencies.

Unless stated otherwise, disciplinary matters will be decided by the following departments or individuals. If the individual accused of a policy violation or crime is a Seminary employee, disciplinary action will be handled by the Dean. If the individual accused of a policy violation or crime is a student or a member of the student's family in residence, disciplinary action will be handled through the Director of Community Life and Operations. If the individual accused of a policy violation or crime is an employee, agent, or representative of a Seminary vendor or contractor, or is otherwise unaffiliated with the Seminary (i.e. members of the general public), disciplinary action will be handled by Community Life and Operations and may include the assistance of or referral to local law enforcement.

Nashotah House Theological Seminary disciplinary proceedings may be instituted against a student or employee charged with conduct that potentially violates both the criminal law and Seminary policy (that is if both possible violations result from the same factual situation) without regard to pending civil or criminal litigation in court or criminal arrest and prosecution. This disciplinary action will be taken separate to and without consideration of any other legal or civil action taken against the individual by any law enforcement agencies, victims, or affected parties. Proceedings under the disciplinary process may be carried out prior to, simultaneously with, or following civil or criminal proceedings. Determinations made or sanctions imposed under Seminary policy may be subject to review because criminal charges arising out of the same facts giving rise to violation of Seminary policy were dismissed, reduced, or resolved in favor of or against the criminal law defendant.

Furthermore, when a student or employee is charged by federal, state, or local authorities with a violation of law, Nashotah House Theological Seminary will not request or agree to special consideration for the individual because of his or her status as a student or employee. If the alleged offense is also being processed under the Seminary disciplinary process, the Seminary may advise off-campus authorities of the existence of the Seminary disciplinary process and of how such matters are typically handled within the community. The Seminary will attempt to cooperate with law enforcement and other agencies in the enforcement of criminal law on campus (provided that the conditions do not conflict with campus rules or sanctions, FERPA or any other local, state, or federal laws). Individual students and employees of the Seminary community, acting in their personal capacities, remain free to interact with governmental representatives as they deem appropriate.

The Seminary shall assist and support any survivor, victim or victims to contact local law enforcement for crimes reported to them regardless of their affiliation with the Seminary.

Security and Access to Campus Facilities

Generally, campus public buildings shall only permit individuals in these buildings during regular and specially announced building availability schedules. Exceptions shall be any faculty member or other staff or student employee performing assigned duties, or students who have received permission to utilize facilities outside public building hours. Others shall not be permitted in public buildings after scheduled

closing and before reopening without prior permission. Persons not complying with these requirements may be guilty of trespassing.

Occupied student residences are not open to the public at any time unless advance arrangements have been made, as approved by the Director of Community Life and Operations in consultation with current occupants. Visitors may be present only upon receipt of a valid guest housing request or by personal invitation and being personally accompanied by a resident of that unit. Persons not complying with these requirements may be guilty of trespassing.

Boyfriends or girlfriends (even if engaged) may not house with their respective boyfriend or girlfriend. Disregarding this policy is considered a violation of the Matriculation Oath and, therefore, may be grounds for dismissal.

When routine maintenance needs to be conducted in an occupied residence, advance notification will be made at least 12 hours beforehand to the student(s) through Community Life and Operations, Buildings and Grounds, or the employee conducting the maintenance, unless the request for service originated from the student. When routine maintenance needs to be conducted in a shared living or communal space, employees shall endeavor to provide advance notice, but it shall not be required so long as work is conducted during business hours. If emergency repairs are needed anywhere in an occupied residence, they will be completed as soon as possible, and advance notification will be given when possible.

Tampering with Life-Safety/Security Equipment

Tampering with, removing, damaging, altering, or in any other way compromising the function and/or purpose of security and life-safety equipment on campus shall be punishable by fines and/or other penalties which will be determined by the appropriate disciplinary process and decided on a case-by-case basis. Life-Safety equipment shall include fire detection and suppression equipment, closed-circuit video and recording hardware, door latching and locking mechanisms, facility and campus signage, and any other device or object deemed by the Seminary to be serving the function of protecting persons or campus property.

Timely Warnings, Emergency Notifications, Emergency Response, and Evacuation Procedures

The Seminary will issue a timely warning for any serious incident that constitutes an ongoing or continuing threat to the campus when there are enough details known to provide useful information to the campus. Such crimes include, but are not limited to: homicide, sexual assault, robbery, aggravated assault, burglary, motor vehicle theft, arson and at times other suspicious activity or crimes. The information in timely warnings will usually include: the approximate time of the offense, the location of the offense, a short description of the offense, a description of the offender, who to contact if someone has additional information about the offense, suggestions to protect oneself and property, and to contact law enforcement if they suspect a crime is in progress. The names of alleged survivors/victims are not included in timely warnings. Timely warnings are usually sent out via email and/or text message.

The Seminary will respond to all reports of emergencies or dangerous situations on campus and will coordinate a response with local emergency services as necessary. Emergency service agency representatives will disseminate information to the surrounding areas if necessary. Confirmation of a state of emergency situation will be determined by the Director of Community Life and Operations or a designated representative. A state of emergency situation can be, but is not limited to, a fire, an active shooter, a bomb threat, a power outage, a tornado warning, a loss of drinking water, or an outbreak of a

contagious disease. Upon confirmation of a state of emergency or dangerous situation involving an imminent threat to the health or safety of the campus, an emergency notification will be sent without delay, unless issuing a notification will compromise efforts to assist a survivor/victim or to contain, respond to, or otherwise mitigate the emergency. The Director of Community Life and Operations or a designated representative, based on known facts, will determine the appropriate portions of the campus to receive the notification, determine the content, and when to utilize it. Emergency notifications are generally sent via text and email. The notification systems are tested at least annually.

There are a variety of circumstances that necessitate the complete evacuation of a building, buildings, or campus. The Director of Community Life and Operations or a designated representative is charged with the task of evacuating buildings when necessary and coordinating a response with local emergency services as necessary. If the situation allows, the Director of Community Life and Operations or a designated representative will inform all occupants via word of mouth by going to each room and all areas in the building. The building will be secured, and the evacuated will be moved to a safe location. If there is not enough time to conduct such an evacuation, the building's fire alarm system will be activated, and only if it is safe to do so, the Director of Community Life and Operations or a designated representative will enter the building and go to each room and all areas in order to verify all occupants have evacuated. The building will be secured, and the evacuated will be moved to a safe location. Evacuees should follow directions and receive information from the Director of Community Life and Operations, a designated representative, or local emergency services representatives.

Missing Community Members

A member of the community, including but not limited to students, is considered missing if the individual is an on-campus resident, has not been seen by other students, faculty, staff, or community members, and someone makes a report with the Director of Community Life and Operations or a member of the Seminary's faculty or staff. Once reported, attempts will be made to contact the student and/or ascertain their whereabouts and condition. If the community member cannot be located within 24 hours of the last known contact with the student, the Director of Community Life and Operations or a designated representative will contact the student's emergency contact and file a missing person report with local law enforcement. Any employee of the Seminary who receives a missing student report must immediately forward that information on to the Director of Community Life and Operations.

Information on Crime Prevention and Security Procedures/Practices

Practices and procedures that assist the campus community to become informed regarding campus safety will be published at least annually to community members, including but not limited to residential students, faculty, and staff. In addition, special presentations, bulletins, and posters may be made available periodically. Security issues communicated to the Seminary from local law enforcement will be shared as appropriate to alert individuals to their individual responsibility for their own security and the security of others as a concerned member of a caring Christian community. The Director of Community Life and Operations and other institutional personnel shall encourage students, employees, and visitors to promptly report an actual or suspected crime to local law enforcement in the event of an emergency.
Non-emergency reports should be made to the Director of Community Life and Operations, and those reports shall be shared with local law enforcement agencies having jurisdiction when actual or possible crimes are reported to them.

Alcohol, Drugs, and Smoking

Nashotah House recognizes that alcoholism and other drug dependencies are treatable diseases. We understand the pervasive nature of chemical dependencies; the destructive way they harm the body, soul and spirit of individuals; and how interpersonal relationships within the family, or communities, are impacted by dependent, abusive or inappropriate alcohol or drug use. We believe that the Church, as a redemptive fellowship of Christian believers, must be sensitive to the need for exercising a healing ministry to any individual suffering from alcoholism or any other drug addiction. The Associate Dean for Academic Affairs and the Director of Community Life and Operations will support, assist, and encourage any such member of the Nashotah House community (faculty, staff, student body, and dependent members thereof) to seek treatment.

Alcohol Use Policy

The alcohol use policy of Nashotah House is intended to foster responsibility in the consumption of alcoholic beverages at all seminary-sponsored events or functions.

1. Alcoholic beverages are not required to be served at any seminary function, except the Eucharist.
2. When alcoholic beverages are served, non-alcoholic beverage alternatives must be present, attractively displayed, and available in sufficient quantity and with ease of access.
3. Beverages not in original containers must be clearly marked as to whether they are alcoholic or alcohol-free.
4. The serving of distilled beverages should be done in moderation with respect to both frequency and quantity. Regularly serving distilled beverages is discouraged.
5. Whenever alcohol is served, so should food.
6. Access to alcoholic beverages is to be carefully controlled to ensure that minors are never served alcoholic drinks.
7. Intoxication is always considered inappropriate and potentially damaging behavior. Intoxicated persons are not to be served alcoholic beverages.
8. Functions sponsored by groups outside of the Nashotah House community that take place on Seminary property must conform to this policy.
9. A copy of the policy will be provided to all students, faculty, and staff as well as all off-campus groups seeking to use Seminary property.

Alcohol should always be consumed responsibly and with a sensitivity to restrictions of others who don't imbibe because of concerns regarding health, conscience, or addiction. If you choose to drink in public areas, please be conscientious regarding others in the community. It will be the responsibility of the members of the Nashotah House community to promote compliance with all aspects of this policy, which will be administered by the Director of Community Life and Operations.

Smoking / Vaping Policy

In accordance with existing law in the State of Wisconsin, the public and educational facility areas of the Nashotah House campus are to be considered non-smoking/vaping areas. Smoking and vaping are not allowed indoors in public / shared spaces. Please be respectful of others when smoking or vaping outdoors. Smoking and vaping outdoors must be at least 20 feet from buildings as a general guideline. It is the responsibility of the smoker or vaper to make sure that smoke does not enter open windows and/or doors.

During regular business hours, smoking and vaping are not allowed in outdoor covered areas such as halls or corridors where others may encounter smoke or vapor as they are transitioning from one common space to another. Outdoor covered areas may be used after business hours if proper consideration is extended to others.

Smoking in Residences is addressed in leases. Due to the long-term effects of smoke and vapor on the overall conditions of private living spaces, Nashotah House leases will not permit indoor smoking or vaping. If violated, the remedy will include the cost of duct cleaning, the replacement of all carpets, and a comprehensive painting of the interior of the apartment.

Drug Policy

In a good faith effort to comply with the Drug-Free Schools and Communities Act of 1989, Nashotah House Theological Seminary prohibits the unlawful possession, use, distribution, manufacture or dispensing of illicit drugs, also known as "controlled substances" (as defined in Ch. 161, Wis. Stat), by students or employees on seminary property or as part of seminary activities.

Any student found to be using, to have used, to have possessed or to possess illicit drugs while enrolled will be subject to disciplinary measures which may include the option of entering a formal, recognized drug/alcohol abuse program or being dismissed from the seminary.

Any employee found to be using, to have used, to have possessed or to possess illicit drugs while employed by the Seminary will be subject to disciplinary measures which may include the option of entering a formal, recognized drug/alcohol abuse program or having their employment terminated.

The Director of Community Life and Operations will be responsible for examining the facts of each case and making a recommendation to the Dean for action to be taken within ten calendar days.

Public Crime Log

The Seminary maintains an annual crime log that is kept by the Director of Community Life and Operations and available for inspection. The Public Crime Log records all crimes reported to the Seminary, including the nature, date, time, and general location of each crime, and the disposition of the complaint, except where disclosure of such information is prohibited by law or such disclosure would jeopardize the confidentiality of the survivor/victim. Information will also be kept confidential when there is clear and convincing evidence that the release of such information would jeopardize an ongoing criminal investigation or the safety of an individual, until such time as damage is no longer likely to occur as a result of the release of information. If new information about an entry into a log becomes available, the new information is recorded in the log after the information becomes available to the Seminary.

Monitoring of Off-Campus Student Organizations

Nashotah House Theological Seminary does not recognize any off-campus student organizations and therefore makes no attempt to monitor and record any crime statistics in this category.

General

This policy statement will be emailed to all students and employees of record within the time period mandated by the United States Department of Education. In addition, it shall be made available, upon request, to any applicant for enrollment or employment. Additionally, annual statistics shall be compiled, printed, and provided to all students and employees, in addition to any applicant for enrollment or employment who requests such a report. Appropriate reference shall also be made to this policy in future editions of the Academic Catalog, the Student Handbook, the Employee Handbook, and the Faculty Handbook. An electronic copy can be found at the following link, under "Campus Safety and Security Report": https://nashotah.edu/student-consumer-information/

Campus Sexual Harassment Policies And Procedures (Title IX)

The following represents summarized highlights of the Title IX policies for the institution. Nashotah House's Title IX policy may be found at: Student Consumer Information - Nashotah House

Overview

Title IX of the Educational Amendments of 1972 to the 1964 Civil Rights Act states that, "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance."

This law prohibits gender discrimination based on sex in educational programs and activities of an institution of higher education that receive Federal financial assistance. It also requires institutions to prevent discrimination and respond to concerns or allegations of discrimination including, but not limited to, harassment and assault.

At Nashotah House, Title IX applies to all programs and activities available to students; these include but are not limited to the admissions process, academic programs, certificate programs, financial aid, residential life, and student services. The Seminary's policies and procedures relating to Title IX are founded on the federal and state laws, and they are guided by its mission.

Prohibited Behavior

All members of the Nashotah House community have the right to be free from sex discrimination in the form of sexual harassment and unwanted sexual contact. Sex discrimination, sexual harassment, sexual assault, dating violence, domestic/family violence, and stalking are prohibited by federal law, state law and Nashotah House policy. The Seminary is committed to appropriately addressing alleged acts of sexual harassment and sexual violence whether the behavior occurs on or off campus that impacts students, faculty, staff and/or visitors to the campus.

Sexual assault can include any form of actual or attempted sexual activity perpetrated upon a person without the consent of that person and against that person's will. Sexual assault can include rape, sexual assault, aggravated criminal sexual assault, criminal sexual abuse, fondling, and criminal transmission of HIV, and others. Consent "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" (Wis. 940.225(4)). Additionally, a person cannot consent to sexual activity if that person is unable to understand the nature of the activity or give knowing consent due to any of the following: the person is incapacitated due to the use or influence of alcohol or drugs; the person is asleep or unconscious; the person is underage; or the person is incapacitated due to a mental disability. Furthermore, the following do not constitute consent: a person's lack of verbal or physical resistance or submission resulting from the use or threat of force; a person's manner of dress; a person's consent to past sexual activity; or a person's consent to engage in sexual activity with another person.

Nashotah House also will not tolerate retaliation against any person who exercises his or her rights or responsibilities under this policy. Nashotah House will recognize and enforce orders of protection, no contact orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court by the most suitable means available.

Sexual Exploitation

Sexual exploitation laws and regulations govern pastoral relationships or relationships between adults of unequal power, such as doctor/ patient, therapist/client, or professor/student. Wisconsin law[1] expressly prohibits clergy from developing exploitative relationships with members of their congregations or with other adults over whom they have influence by virtue of their position or role. Nashotah House does not tolerate sexual exploitation in any form. Sexual exploitation is the development or attempted development of a sexual relationship between a person in any ministerial position, lay or ordained, and an individual with whom he or she has a Pastoral Relationship.

A Pastoral Relationship is a relationship:

- Between any clergy person and any person:
    - who attends a congregation or other ministry setting (e.g. the seminary) in which the clergy person serves;
    - who seeks ministry from the clergy person
- Or, between any clergy person or any duly-appointed lay person, whether employee or volunteer, who is authorized to provide and does provide: counseling; pastoral care; spiritual direction or spiritual guidance; ministration of any Sacrament (other than the distribution of the Bread and Wine by a lay person at a public service of Holy Communion); life/leadership/peer coaching; hearing a person's confession, in the course of the duly-authorized ministry
- The following ministers licensed under Canon III of the Episcopal Church .4: Pastoral Leaders, Worship Leaders, Preachers, Eucharistic Visitors, and Catechists and those they serve in the course of these ministries.

Sexual exploitation includes but is not limited to the following actions:

- Verbal: such as sexual innuendo, indecent proposals, sharing sexual stories, jokes or fantasies, or making inappropriate comments about someone's appearance.
- Behaviors: such as inappropriate touching, sending or posting communications with sexual content (correspondence, email, text messages, instant messages, photographs, attachments, phone conversations, voice mail, etc.)
- Sexualizing a Pastoral Relationship or relationship between a clergy or lay person and anyone to whom he or she provides ministry (e.g., requesting dates, giving unwanted attention, etc.).

Procedures for Reporting Suspected Title IX Violations

If you believe that the actions or words of a faculty member, student, supervisor/manager, co-worker, customer, vendor, volunteer, or other individual in the Nashotah House Theological Seminary community constitutes illegal or prohibited sexual harassment, you have a responsibility to promptly report that behavior to Seminary administration. Prompt reporting enables the Seminary to stop the sexual harassment, before it becomes severe or pervasive.

If you believe you have been the victim of any form of sexual harassment or retaliation, you are strongly encouraged to promptly give notice of your complaint to one or more of the Title IX Coordinators or another Seminary employee.

Title IX Coordinators and Seminary Employees

The individuals listed below make up Nashotah's Title IX team:

- Title IX Coordinator: the designated agent of the Seminary responsible for overseeing Seminary policy, procedures and compliance with Title IX legislation, regulation and case law. The Title IX Coordinator shall document all reports of incidents of sexual harassment.
- Deputy Title IX Coordinator: works with the Title IX Coordinator and may act on their behalf when so designated. Additionally, the Deputy Title IX Coordinator serves as a person to whom reports or complaints may be reported, and can investigate complaints.

Reports to Nashotah's Title IX Coordinator and Deputy Title IX Coordinator may be made in writing via letter or email (TitleIX@nashotah.edu), over the phone, in person, or by the Incident Reporting Form as set forth below:

- Title IX Coordinator– Carolee Schoen
    - cschoen@nashotah.edu
    - 262-646-6514
    - Lewis Hall, 2nd Floor
- Title IX Deputy Coordinator – Mandi Kern
    - mkern@nashotah.edu
    - 262-646-6547
    - Lewis Hall, 2nd Floor
- Title IX Incident Reporting Form: https://nashotah.edu/academics/student-resources/incident-report/

In order to make informed choices, it is important to be aware of confidentiality and mandatory reporting requirements when consulting campus resources. All Seminary employees are considered mandated reporters, meaning they are required to report actual or suspected prohibited conduct except in the case of ordained clergy in the act of administering the sacramental Rite of Reconciliation, or "Confession." You may report complaints verbally or in writing to any staff or faculty of Nashotah House. Seminary personnel are required to report immediately any suspected or known policy violations to the Title IX Coordinator.

Other Reporting Resources/Policies

- Delafield Police Department: 115 Main St, Delafield, WI 53018, (262) 646-6240
- Women's Center Inc. of Waukesha: (888) 542-3828 https://twcwaukesha.org/get-help/
- Rape Crisis Line, The Women's Center in Waukesha: (262) 547-4600
- Waukesha Memorial Hospital SANE (sexual assault nurse examiner) Program
- ProHealth Care: 725 American Ave. Waukesha, WI 53188, (262) 928-1000 https://www.prohealthcare.org/medical-services/emergency-care/sexual-assault-survivor-care/
- Aurora Healing Center Hotline: (414) 219-5555 https://www.aurorahealthcare.org/healing-advocacy-services#Advocates
- Froedtert SANE Program: (262) 836-5600, http://www.froedtert.com/emergency/sexual-assault-nurse-examiner
- The Sexual Assault Treatment Center (Milwaukee) Crisis Line: (414) 219-5555
- Wisconsin Coalition Against Sexual Assault (Madison): (608) 257-1516 http://www.wcasa.org
- The Healing Center (Milwaukee) Crisis line: (414) 671-4325
- Medical Centers—see Resources section below for contact information

Reporting Options and Responses

A Complainant has the option to do the following:

- File a criminal complaint with the Delafield Police Department or, other appropriate law enforcement agency;
- File a complaint under this Policy (Sexual Harassment, Discrimination, and Sexual Misconduct Policy) and request a Seminary Title IX investigation; or
- Pursue both processes simultaneously, even if a criminal proceeding is ongoing. The Seminary will conduct its own Title IX investigation and will not wait for the conclusion of the criminal proceeding to begin its Title IX investigation; or
- Choose not to pursue any of the aforementioned processes.

All complaints of sexual harassment filed with the Seminary will be reviewed and investigated promptly and impartially. If necessary, intermediate measures may be taken before completing the investigation to ensure that further sexual harassment does not occur. All supervisors and decision-makers are expected to act promptly and appropriately to prevent (1) sexual harassment in the seminary, and (2) retaliation against those who make a good faith complaint of sexual harassment, or those who participate honestly and in good faith in either an investigation of a complaint or oppose illegal or prohibited sexual harassment in the seminary.

Nashotah House will protect the confidentiality of the allegations to the extent possible; however, no individual can be promised or guaranteed strict or absolute confidentiality. Some information may have to be disclosed to law enforcement officials and/or seminary officials in order to carry out the purpose and intent of this Policy.

Title IX Incident Investigation

The Title IX Coordinator and Deputy Title IX Coordinators may serve as an investigator and are trained in Title IX, all aspects of the complaint process, and can serve in any of the following roles:

- To provide sensitive intake of complaints.

- To investigate complaints, write reports with findings, conclusions and determination for discipline.

All persons serving as investigators will have received annual training approved by the Title IX Coordinator, including a review of Seminary policies and procedures, so that they are able to perform thorough, impartial investigations and provide accurate information to members of the Seminary community.

1. Intake/Preliminary Investigation: Following receipt of a complaint, the Title IX Coordinator or Deputy Coordinator will promptly work with and interview the Complainant and coordinate the Seminary's response. If the complaint does not allege a Policy violation, or if other resolution options are appropriate, or if a Complainant does not wish to pursue further action, then the complaint will not proceed to a Seminary Title IX investigation, barring extenuating circumstances.
2. Investigation: If the Title IX Coordinator determines a full investigation should proceed, the Seminary will conduct a prompt, fair, and impartial investigation. A Seminary Title IX investigation will normally be completed within 60 calendar days after the Seminary begins its investigation. The Title IX Coordinator may extend this time frame for good cause with written notice to the Complainant and Respondent. Good cause for extensions includes, but is not limited to, the following:
    a. The complexity of the case requires additional time;
    b. There are multiple parties involved;
    c. The witnesses or parties are unavailable or uncooperative;
    d. Seminary closure or academic breaks;
    e. If a Seminary investigation would compromise a law enforcement investigation. The Seminary may briefly delay its investigation to allow evidence collection by law enforcement.

    The process set forth in this policy is separate and distinct from any criminal investigation or proceeding and is a result of the Seminary's obligation under Title IX to ensure it is providing a safe environment. The Seminary reserves the right to conduct its own Title IX investigation when it has reason to believe that the Respondent may be an imminent threat to the safety of the Complainant and/or the Seminary community.
3. Advisor/Support Person: Both the Complainant and Respondent in the Seminary Title IX investigation process may have the assistance of an advisor or support person of their choosing throughout the process. This individual may be a friend, faculty/staff member, family member, or an attorney. The role of the advisor/support person is limited. Complainants and Respondents are expected to ask and respond to questions on their own behalf. The advisor/support person may consult with the advisee quietly or in writing, or outside the meeting during breaks, but may not speak on behalf of the advisee to the investigator. If the advisor or support person is an attorney the investigator may reschedule the time and or date of the interview(s) so that Nashotah House legal counsel may be present.
4. Interim Measures: The Title IX Coordinator or Deputy Coordinator may enact interim measures intended to address the short or long-term effects of Prohibited Conduct and to prevent further harassment or violations. To the extent reasonable and feasible, the Seminary will consult with the Complainant in determining appropriate interim measures. Interim measures may include, but are not limited to, the following:
    a. Housing reassignments
    b. Rescheduling exams or other academic work
    c. Arranging for an incomplete in a class
    d. Modifying class schedules
    e. Providing counseling, medical and/or mental health services
    f. Offering assistance with alternative course completion options

g. Providing safety escorts to and from campus and nearby locations
h. Issuing a "Stay Away" directive
i. Instituting a work suspension

5. Potential actions in the event the complainant chooses not to pursue an investigation: If the Complainant requests confidentiality or asks that the complaint not be pursued, the Seminary will take all reasonable steps to investigate and/or respond to the complaint consistent with the request for confidentiality or request not to pursue an investigation. If a Complainant insists that their name or other identifiable information not be disclosed to the alleged perpetrator, the Seminary's ability to respond may be limited and the Seminary shall inform Complainant of this fact. Regardless of a Complainant's request for confidentiality or that an investigation not take place, the Seminary will still provide interim measures and resources to the Complainant.

Title IX prohibits retaliation, and the Seminary will not only take steps to prevent retaliation but also take strong responsive action if it occurs, even if a formal investigation is not pursued.

The Seminary will not require a student, faculty or staff, who complains of harassment to work out the problem directly with the Respondent.

Complaint Resolution

When it is determined that a formal investigation is necessary, the Title IX Coordinator will open a case file and the investigation will proceed as follows:

1. Determine the identity of the Complainant (if not already known), contact information, any witnesses, and the Respondent, if he/she can be identified.
2. Specify policies allegedly violated.
3. Send a Notice of Investigation and Potential Violation to the Respondent (Complainant will receive a copy).
4. The written notification may be sent to the Complainant and Respondent's respective residences or may be sent to them via email to their Nashotah House email account. Complainants and Respondents are expected to check their email on a frequent and consistent basis and act in a timely manner as outlined in the official use of email to communicate with students' policy, or Employee Handbook.
5. The investigator will review statements obtained from all parties, conduct interviews with both Complainant and Respondent, conduct witness interviews, identify, locate and review other relevant information.
6. The Complainant and Respondent will have the same opportunity to identify witnesses for the investigator to interview. The investigator has the right to forgo interviewing a witness if the investigator determines that the person does not have information that is relevant to the investigation. The investigator will not meet with character witnesses as part of the investigation process if they have no relevant factual information about the incident
7. Throughout the investigation, both the Complainant and Respondent must provide information to the investigator if they remember, or learn of, additional information
8. The Complainant and Respondent have the right to an advisor of their choosing present for an investigation interview with the designated investigator.
9. Preponderance of Evidence Standard. The standard of proof for determining a violation of this Policy is that of a preponderance of the evidence—meaning that it is more likely than not that a violation of the Policy occurred.
10. At the conclusion of the investigation, the investigator will forward their full Investigative Report and Determination of Sanction to the Title IX Coordinator for review and approval.

The Report will contain the information obtained in the investigation, an analysis of the information, findings and determination of sanction.

11. The Title IX Coordinator will inform the Complainant and the Respondent of the investigator's finding by issuing a Decision Notification Letter. The Decision Notification Letter will include findings of fact and a determination of sanction(s), if applicable.
12. If a Respondent is found responsible for violating this Policy, and whether or not the Respondent accepts the findings, the report will be sent to the appropriate Seminary official(s) for action on the sanctions. Once the appropriate Seminary official implements the sanction/action, the same shall be communicated to the Title IX Coordinator.

The Seminary will, where appropriate, take reasonable steps to remedy the harm to the affected individual(s) of the sexual harassment, including counseling to those who have been subjected to or who have engaged in sexual harassment.

Withdrawal or Decision not to Participate in Investigation

If an alleged Respondent withdraws from the Seminary before the investigation and/or complaint resolution process have been concluded or the Respondent chooses not to participate in the process, the Respondent will still be informed that he or she is alleged to have violated Seminary policy, that an investigation will be conducted, and that the resolution process will continue.

The Respondent may respond in one of three ways:

1. Participate in the investigation,
2. Waive the right to be interviewed by the investigator, thereby acknowledging that the complaint resolution process may go forward in his or her absence (this also waive his or her right to appeal an outcome), or
3. Waive the right to appear and send a written, signed statement to be considered on his or her behalf as part of the investigation and complaint resolution process.

For withdrawals, a letter will be sent to the Seminary Registrar indicating that such proceedings are pending. If the student attempts to re-enroll before the matter is resolved, the registrar will notify the Office of the Dean. The matter must be fully resolved before the student may re-enroll at Nashotah House.

Sanctions

Nashotah House reserves the right to impose differing sanctions, depending on the severity and/or pervasiveness of the violation. In determining sanctions, the Seminary will consider the concerns and rights of both the Complainant and the Respondent. Sanctions will not generally be implemented until after the appeal deadline has passed or, if an appeal is filed, until after the appeal has concluded. However, Nashotah House reserves the right to keep in place interim measures, or to implement additional measures, on a case-by-case basis, at any time.

Student Sanctions: Warning; Probation; Suspension; Expulsion: Withholding Diploma; Withholding Degree; Transcript Notation; Organizational Sanctions; Other Actions

Employee Sanctions: Corrective counseling including but not limited to warning through termination; Performance Improvement Plan; Required training or education; Suspension with or without pay; Termination

Violations not falling within this policy may be referred for review/possible action under other Seminary policies/procedures (e.g., the Academic Catalog, Employee Handbook, or Faculty Handbook).

Appeals

The original finding and sanction(s) will stand if the decision is not appealed or if an appeal is not timely.

Once a Decision Notification Letter is issued under this Policy, the Complainant and the Respondent shall each have the right to submit an appeal to the Title IX Coordinator within five (5) business days of receiving the written Decision Notification Letter from the Title IX Coordinator. The Decision Notification Letter will be provided in person and/or emailed to the parties' Seminary-issued email account. Once the Decision Notification Letter is provided in person and/or sent via email, it will be deemed presumptively delivered.

Any party who files an appeal must do so in writing and submit it to the Title IX Coordinator who will determine if the appeal is timely. If the appeal is timely, the Title IX Coordinator will assign the appeal to an appropriate "Appeal Officer" (e.g., The Dean or other member of the Seminary's Leadership Team). A copy of the appeal will be promptly provided to the non-appealing party.

The appeal process is not a hearing or a review of the entire matter; rather, it is a review of the record and process only. Appeal decisions are to be deferential to the original investigative findings and determination, remanding only when there is clear reason to do so. Further, modification of the sanction(s) shall only occur if there is a compelling justification to do so.

The Appeal Officer may take one of three possible actions on appeal:

- Dismiss the appeal as having no merit, upholding the initial findings and sanction(s).
- Remand to the original investigator for further investigation or fact-finding.
- Modify the outcome and/or sanction(s).

Criteria for Appeals:

- Procedural or substantive error occurred that significantly impacted the outcome of the hearing (e.g., substantiated bias, material deviation from established procedures.)
- To consider new evidence, unavailable during the original investigation, that could substantially impact the original finding or sanction. A summary of this new evidence and its potential impact must be included.
- The sanction(s) imposed fall outside the range of sanctions designated for this offense and the cumulative conduct history of the responding party.

The Appeals Officer will typically render a written decision on the appeal to the Title IX Coordinator within five (5) business days from receipt of the appeal. The Title IX Coordinator will forward the written decision of the Appeals Officer to the parties. The Appeals Officer's decision is final and there are no further appellate options.

Sex Offender Registration

In accordance with the "Campus Sex Crimes Prevention Act" of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act, and the Family Educational Rights and Privacy Act of 1974, Nashotah House is providing a link to

the Wisconsin Department of Corrections Sex Offender Registry. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a 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 at 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 as a criminal offense. Nashotah House does not maintain a public sex offender registry. Follow the link below to access the Wisconsin Department of Corrections Sex Offender Registry, https://appsdoc.wi.gov/public.

Campus Crime Statistics

Gathering and Reporting of Statistics

Statistics are reported in three categories: all reportable incidents that occurred on campus property (including residences), all reportable incidents that occurred in campus "Residential" facilities only (a subset of the first listing), all reportable incidents that occurred on off-campus property used for educational purposes, and all reportable incidents that occurred on adjacent public property. Statistics are reported for the calendar year in which the incident was reported. The Seminary submits these statistics to the United States Department of Education on an annual basis.

For the purpose of this report, on-campus property shall be defined as any building or property owned or controlled by the Seminary located at the historic address of 2777 Mission Road, Nashotah WI, 53058, including residences, administrative /classroom buildings, athletic areas, support buildings, and parking facilities. Additional building addresses associated with the residential campus are:

Address	*Unit*	*Description / Building Name*
400 Larrabee		Healey Cottage
401 Larrabee		Maintenance shop
403 Larrabee		Warehouse
450 Larrabee		Library
500 Larrabee		Chapel
510 Larrabee		Pump House
520 Larrabee	21	St. Matthew
540 Larrabee	21-24	St. Mark
560 Larrabee	21, 23, 27, 28	St. Luke
580 Larrabee	21-24	St. John
600 Larrabee		Lewis Hall
2543 Nutter Circle	1-6	Atkins
2545 Nutter Circle	1-6	Sheridan
2547 Nutter Circle	1-6	Ramsey
2549 Nutter circle	1-6	Simpson
2551 Parsons Road	1-3	St. George
2553 Parsons Road	1-4	Hallock
2555 Parson Road	1-5	Dean White
480 Gardner	1-10	Kemper
2560 Webb Road		The Fort
2601 Webb Road		Deanery
2629 Webb Road		Weller Cottage
2649 Webb Road		Ivins House
601 Ivins		Beach

Additional property owned or controlled by the seminary includes:

Address	*Description / Building Name*
W153 Oakwood Drive, Delafield, WI 53018	Bishopstead
1716 River Lakes Road N, Oconomowoc, WI 53066	Faculty Housing
1740 Mineral Springs Blvd, Oconomowoc, WI 53066	Rental Home – Sold August 2024

On campus Residential is a subset of the campus property category which only includes statistics for campus residences. Non-campus property shall be defined as any building or property owned or controlled by the Seminary outside of the historic campus located at 2777 Mission Rd, Nashotah WI 53058, and used in direct support of, or in a manner related to, the Seminary's educational purposes, excluding the areas defined as campus property. Public property shall be defined as the bordering streets of campus and the village sidewalks up to the opposite side of the street from the University.

Community Life and Operations shall be responsible to gather, analyze, and report statistics for the campus on a cumulative three-year basis for arson, criminal homicide-manslaughter by negligence, criminal homicide-murder and non-negligent manslaughter, robbery, aggravated assault, burglary, motor vehicle theft, forcible sex offenses and non-forcible sex offenses, domestic violence, dating violence, and stalking. Nashotah House shall also be required to gather, analyze, and report statistics for the campus on a cumulative three-year basis for hate crimes motivated by bias against one's race, gender, religion, sexual orientation, gender identity, ethnicity, national origin, or disability. Hate crimes for criminal homicide-murder and non-negligent manslaughter, robbery, aggravated assault, burglary, motor vehicle theft, forcible sex offenses, non-forcible sex offenses, domestic violence, dating violence, stalking, larceny, simple assault, intimidation, and vandalism will be included. This analysis shall incorporate appropriate data from the Delafield and Oconomowoc Police Departments, and other law enforcement authorities, if relevant.

Community Life and Operations shall be responsible to gather, analyze, and report statistics on a cumulative three-year basis for liquor law violations, drug law violations, and weapons law violations that result in arrest, citation, or summons, as well as on-campus disciplinary referrals for liquor law violations, drug law violations, and weapons law violations.

Crime Definitions from the US Department of Education on Campus Safety and Security

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.

Arrest: Persons processed by arrest, citation or summons.

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.

Category of Fire: For HEA purposes, there are three categories of fire:

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

Intentional Fire: A fire that is ignited, or that results from a deliberate action, in circumstances where the person knows there should not be a fire.

Undetermined Fire: A fire in which the cause cannot be determined.

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

Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined

based on 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. For the purposes of this definition—

- Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- Dating violence does not include acts covered under the definition of domestic violence.

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.

Domestic Violence: A felony or misdemeanor crime of 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 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.

Drug abuse 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. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics - manufactured narcotics which can cause true addiction (Demerol, Methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

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

Fire-related death: Any instance in which a person - (1) Is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire; or (2) Dies within one year of injuries sustained as a result of the fire.

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

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.

Hate crime: A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. For the purposes of Clery, the categories of bias include the victim's actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability.

Hazing: 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—

(I) is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization; and

(II) 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 person 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.

Hierarchy Rule: A requirement in the FBI's UCR program that, for purposes of reporting crimes in that system, when more than one criminal offense was committed during a single incident, only the most serious offense be counted. Beginning with the most serious offense, the following list shows the hierarchy for Clery Act reporting:

- Murder and Non-negligent Manslaughter
- Manslaughter by negligence
- Sexual Assault
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft

There are exceptions to using the Hierarchy Rule:

- If arson is committed, an institution must always record the arson in its statistics, regardless of whether or not it occurs in the same incident as another crime.
- If rape, fondling, incest, or statutory rape occurs in the same incident as a murder, an institution must record both the sex offense and the murder in its statistics.

The Hierarchy Rule does not apply to counting Hate Crimes or VAWA Offenses.

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

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

Larceny-Theft: The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Constructive possession is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.

Liquor law violations: The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness. Include in this classification: the manufacture, sale, transporting, furnishing, possessing, etc., of intoxicating liquor; 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 train or public conveyance; and attempts to commit any of the above.

Manslaughter by Negligence: The killing of another person through gross negligence.

Motor vehicle theft: The theft or attempted theft of a motor vehicle.

Murder/Non-negligent manslaughter: The willful (non-negligent) killing of one human being by another.

Noncampus building or property:

(1) Any building or property owned or controlled by a student organization that is officially recognized by the institution; or

(2) Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

On Campus:

(1) Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and

(2) Any building or property that is within or reasonably contiguous to paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

On-Campus Student Housing Facility: Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility.

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

Public property: All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

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.

Referred for disciplinary action: The referral of any person to any official who initiates a disciplinary action of which a record is established and which may result in the imposition of a sanction.

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.

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.

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

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

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

Unfounded Crime: A reported crime that upon investigation by law enforcement authorities is found to be false or baseless. Only sworn or commissioned law enforcement personnel may unfound a crime. Crime reports can be properly determined to be false only if the evidence from a complete and thorough investigation establishes that the crime reported was not, in fact, completed or attempted in any manner.

Weapons: carrying, possessing, etc.: 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. This classification encompasses weapons offenses that are regulatory in nature. Include in this classification: manufacture, sale or possession of deadly weapons; carrying deadly weapons, concealed or openly; using, manufacturing, etc, of silencers; furnishing deadly weapons to minors; aliens possessing deadly weapons; and attempts to commit any of the above.

Clery Act Statistics

	All On-Campus property			*On-Campus Residential*			*Public Property*			*Reported by Local Police*		
Criminal Offenses	2023	2024	2025	2023	2024	2025	2023	2024	2025	2023	2024	2025
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Hate Crimes	2023	2024	2025	2023	2024	2025	2023	2024	2025	2023	2024	2025
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0
Larceny	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0
Destruction/Damage/Vandalism	0	0	0	0	0	0	0	0	0	0	0	0

Clery Act Statistics (continued)

	All On-Campus property			*On-Campus Residential*			*Public Property*			*Reported by Local Police*		
Violence Against Women Act Offenses	2023	2024	2025	2023	2024	2025	2023	2024	2025	2023	2024	2025
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	1	0	0	0	0	0	0	0	0	0
Arrests												
Weapons: Carrying, Possessing, etc.	0	0	0	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary Actions												
Weapons: Carrying, Possessing, etc.	0	0	0	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0

Unfounded Crimes

2023 - 0
2024 - 0
2025 - 0

CONTACT INFORMATION & ADDITIONAL RESOURCES

Sr. Director of Community Life and Operations
Fr. Ben Hankinson
Location: Lewis Hall, 1st Floor
Phone: (262) 646-6518
Email: bhankinson@nashotah.edu

Title IX – Sexual Misconduct
Information: https://nashotah.edu/student-consumer-information/
Reporting Sexual Misconduct: https://nashotah.edu/academics/student-resources/incident-report/
Email: titleix@nashotah.edu

Title IX Coordinator
Carolee Schoen
Location: Lewis Hall, 2nd Floor
Phone: (262) 646-6514
Email: cschoen@nashotah.edu

Deputy Title IX Coordinator
Mandi Kern
Location: Lewis Hall, 2nd Floor
Phone: (262) 646-6547
Email: mkern@nashotah.edu

Delafield Police Department
115 Main St, Delafield WI 53018
Emergency: 911
Non-Emergency: (262) 446-5070
https://www.cityofdelafield.com/146/Police

Oconomowoc Police Department
174 E Wisconsin Ave, Oconomowoc WI 53066
Emergency: 911
Non-Emergency: (262) 567-4401
https://www.oconomowoc-wi.gov/705/Police-Department

Oconomowoc Memorial Hospital
791 Summit Ave, Oconomowoc
(262) 569-9400

Aurora Medical Center
26500 Aurora Dr, Summit
(262) 434-1000

Annual Fire Safety Report
January 1, 2025 to December 31, 2025

Preamble

Nashotah House Theological Seminary is committed to creating an environment that will be conducive to the academic, social, spiritual needs of students and employees. A serious interest in the safety of the campus community has resulted in the development of appropriate policies.

Federal Law requires all United States academic institutions to produce an annual fire safety report outline fire safety practices, standards, and all fire-related on- campus statistics. This document has been produced in compliance with this requirement. The fire report provided in this document is intended to share important information that reflects the Seminary's commitment to the safety of students and employees, and to the safety of the entire campus.

Policy

To minimize the potential for fires at Nashotah House, it is the policy of the Seminary to prohibit the use of the following items in any Seminary owned or operated facility indoors, unless in accordance with other Seminary policies and procedures, by the Seminary authority having jurisdiction, or in a location designed for such items (such as kitchen appliances in a University kitchen): portable space heaters, barbecue grills, hibachis, smokers (gas, electric, charcoal) and other similar type products. Caution is recommended with use of the following: any open flame device or object including candles, incense sticks and related accessories, hot plates, slow cookers, deep fryers, electric skillets, electric woks, griddles, sandwich makers/grills, toaster ovens, and other similar type products.

All decorations, including ornaments, decorative lights, Holiday trees, power strips and extension cords, must be of fire- resistant or non-combustible material, U.L. rated, and approved for use. They shall not be hung or posted on any fire protection equipment (fire hose cabinets, fire extinguishers, sprinkler heads and piping, smoke detectors, fire alarm pull boxes etc.), on or near exits, on or near exit or emergency lights, on or near any other protective or operating feature provided by the Seminary, or in any manner that could present a fall or trip hazard, or impede egress. Electric lights or electrically operated ornaments shall not be used on metal, aluminum or any other similar metal, which could induce an electric shock. Only heavy-duty extension cords and decorative lights in good condition (free from damage or exposed wiring) shall be used for decorations. Extension cords or decorative lights may not be routed under rugs or carpets, through doorways, or in any manner that could present a fall or trip hazard, or impede egress. All applicable items are required to be removed immediately after the event or prior to vacating Seminary housing for an extended period of time or permanently.

Artificial snow and other decorative sprays should be used with extreme caution. Avoid spraying around exits, exit signs or any of the fire protection equipment (fire hose cabinets, fire extinguishers, sprinkler heads and piping, fire alarm pull boxes, smoke detectors, etc.).

Open burning is restricted to select locations on Seminary property and only when using appropriate equipment. Open burning as defined by the Seminary is any open/exposed flame or combustion that produces heat, light or smoke, and has the potential to cause a fire. Examples of open burning are, but not limited to, candles, incense, and campfires. Bonfires and pyrotechnics are prohibited without prior arrangement with the Director of Community Life and Operations. Barbecue grills are allowed as long as

they are operated in a safe manner and attended at all times. Hot coals shall be disposed in authorized containers, extinguished, or cooled overnight. The use of fireworks, firecrackers, rockets, flares, sparklers and other similar type products are also not allowed on Seminary property.

Procedures and Policies in the Event of a Fire

In the event that a community member discovers a fire, they should seek to extinguish the fire with a fire extinguisher only if they are able to do so safely. If a fire is suppressed, the incident should be reported immediately to the Director of Community Life and Operations (262-626-6518). If safety is compromised in any way, including smoke, they should immediately pull the closest fire alarm, evacuate the building, and call 911 to provide additional information to the dispatcher.

Should the fire alarm sound, all occupants are required to leave the building according to the state law and local ordinances. Occupants must leave the building via the nearest available safe exit. If the alarm sounds at night, all students should turn on their room lights, close windows, take a blanket, and immediately evacuate the building in which the fire alarm is sounded, going outdoors or to another, safe, building on campus, and await further instructions from staff members or first responders. Those students in buildings other than that in which the fire is located shall remain on the alert, ready to evacuate, if necessary. No person shall return to the building after leaving because of a fire alarm until instructed to do so by seminary or fire department officials.

For every fire alarm, the Seminary coordinates with local fire agencies to ensure responding units to ensure a timely arrival to the effected building. If necessary, seminary staff will assist evacuees into other areas of campus for the duration of the fire alarm. The Director of Community Life and Operations will coordinate with local fire and police departments in the investigation of each fire incident.

Please report all fires, even those that have been extinguished without activating the fire alarm system, to the Director of Community Life and Operations at 262-646-6518 or bhankinson@nashotah.edu.

In the event of a fire, the following muster points are designated:

- In Cloister, Kemper Hall, Lewis Hall, St. Mary's Chapel, or the Library, gather in the Kemper Hall Parking Lot
- In Adams Hall/DeKoven Commons or the Maintenance Shop, gather in the Back (North) Parking Lot of Adams Hall
- In the Flats (the apartments on Parsons Rd.), gather at the Playground parking area
- In the Peaks (the apartments on Nutter Circle), gather in the grassy area in the center of Nutter Circle

Public Fire Log

The Seminary maintains an open fire log that is available for inspection to the public at all times. All fires that occur on campus shall be recorded here within two business days from the time the initial report was made to DPS. In instances where the release of this information would jeopardize a criminal investigation, the information will be kept confidential until such time as no damage is likely to occur as a result of the release of information

Fire Safety Equipment

Guetzke and Associates Inc. monitors and maintains the fire alarm system in the Cloisters and married student housing (aka the Peaks and the Flats). They inspect yearly in January.

Lake Country Fire and Rescue does an inspection twice a year, walking around and through all buildings.

Country Wide Extinguisher inspect all extinguishers once a year, in the early Spring.

Students, Faculty, and Staff are required to report any suspected issues to the Maintenance Department immediately for remediation.

Campus Fire Statistics

Gathering and Reporting of Statistics

Community Life and Operations shall be responsible to gather, analyze, and report statistics on a cumulative three-year basis for fires in each on-campus student housing facility. For the purpose of this report, the HEOA defines a fire as, “any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.” Such examples include a trash can on fire, a grease fire, arson, or a gas stove fire. Situations where only sparks or smoke exist, such as burnt popcorn in a microwave, do not constitute a fire.

Statistics are reported in multiple categories. For the purpose of this report, Total Fires is the number of times a fire existed, regardless of size, length of time, or if the fire system was activated. Cause of Fire is defined as the factor or factors that give rise to a fire. This category will first list if the cause was unintentional, intentional, or undetermined, and then give a brief reason the fire began. Total Injuries is the number of people who received treatment for fire-related injuries, contacted paramedics at the scene and refused further aid or transport to a medical facility, or were transported to a medical facility for treatment or refusal of further treatment. The HEOA defines a fire-related injury as, “any instance in which a person (students, employees, visitors, firefighters, etc.) is injured as a result of a fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting rescue, or escaping from the danger of the fire.” Total Deaths is the number of fire-related deaths, which is defined by the HEOA as, “any instance in which a person is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire; or dies within one year of injuries sustained as a result of the fire.” Cost of Damages is the estimated value of the total loss of property, including personal property, that was damaged by fire and related damages such as smoke, water, and fire suppression chemicals.

2023-2025 Fire Statistics

Summary of Fires									
	2023			**2024**			**2025**		
Name of Facility	Fires	Injuries	Deaths	Fires	Injuries	Deaths	Fires	Injuries	Deaths
Cloister	0	0	0	0	0	0	0	0	0
Kemper	0	0	0	0	0	0	0	0	0
Shelton Hall	0	0	0	0	0	0	0	0	0
Healy Cottage	0	0	0	0	0	0	0	0	0
Dean White	0	0	0	0	0	0	0	0	0
Hallock	0	0	0	0	0	0	0	0	0
Simpson	0	0	0	0	0	0	0	0	0
Ramsey	0	0	0	0	0	0	0	0	0
Sheridan	0	0	0	0	0	0	0	0	0
Atkins	0	0	0	0	0	0	0	0	0
Webb Hall	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0

Campus Safety and Security Survey
Completion Certificate

The Campus Safety and Security data for

Nashotah House

(239424)

were completed and locked on **October 27, 2026**.

Thank you for your participation in the 2026 data collection.

This certificate was prepared on **October 27, 2026**