



CAMPUS CRIME ALERT

MILWAUKEE AREA *Technical College*

Public Safety - Sustaining the Best Possible Environment for Learning

Our Public Safety Department works to create and maintain a safe campus environment for students, employees and visitors. The department has district-wide responsibilities at all four campuses and the evening centers.

Follow these links for important campus security information:

- [Administration and Command Staff](#)
- [Department Training](#)
- [Tip Line](#)
- [School Closing](#)
- [Campus Parking](#)
- [Escort Van](#)
- [Frequently Asked Questions](#)
- [Crime Prevention & Newsletter \(coming soon\)](#)

Campus Information

- [Area Crime Statistics](#)
- [Clery Act Summary](#)
- [Family Educational Rights and Privacy Act \(FERPA\)](#)

Contact Us

District Emergency Response Center -
Downtown Milwaukee Campus
700 West State Street
Room M274
Staffed: 24/7/365
Emergency: 414-297-6200
Non-emergency: 414-297-6588
publicsafety@matc.edu

DEPARTMENT OF PUBLIC SAFETY

Downtown Milwaukee Campus M274

District Emergency Response Center 414-297-6588 (Non-emergency) 414-297-6200 (Emergency)

Downtown Milwaukee Campus

700 West State Street
Milwaukee, WI 53233-1443

Mequon Campus

5555 West Highland Road
Mequon, WI 53092-1199

Oak Creek Campus

6665 South Howell Avenue
Oak Creek, WI 53154-1196

West Allis Campus

1200 South 71st Street
West Allis, WI 53214-3110

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MILWAUKEE AREA *Technical College*

Administration and Command Staff

The Department of Public Safety has a Director of Public Safety, Deputy Chief, Lieutenant, Sergeants, Public Safety Officers and Student Assistants.

Deputy Chief: Bradford Hines
700 West State Street
Milwaukee WI 53233
414-297-7035
hinesb@matc.edu

Lt. Jennifer Shevey
700 West State Street
Milwaukee WI 53233
414-297-6516
sheveyj@matc.edu

Lt. Gary Meyer
700 West State Street
Milwaukee WI 53233
414-297-6515
meyergl1@matc.edu

[back to top](#)

DEPARTMENT OF PUBLIC SAFETY

Downtown Milwaukee Campus M274

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MILWAUKEE AREA *Technical College*

Department Training

Public Safety Department professionals undergo an extensive, annual training program, including:

- CPR
- First aid
- Community policing
- Defensive driving
- Spanish for Law Enforcement
- Defense and arrest tactics
- Automatic External Defibrillator

[back to top](#)

Tip Line

The Department of Public Safety offers an anonymous "tip line" to report suspicious activity on campus. The department frequently checks this line and will address each call. Call **414-297-8477** with your tips and information.

If the situation demands an immediate response, contact the Emergency Response Center at 414-297-6588 (non-emergency number) or 414-297-6200 (emergency).

[back to top](#)

DEPARTMENT OF PUBLIC SAFETY

Downtown Milwaukee Campus M274

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Downtown Milwaukee Campus

700 West State Street
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Oak Creek, WI 53154-1196

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School Closing

MATC may close due to severe weather or other emergency. The official closing announcement is broadcast on Milwaukee Public Television, Channel 10. A "crawl" message will appear at the bottom of the screen.

You can also call **414-297-6561** for a recorded message about a possible closing.

[back to top](#)

Campus Parking

Convenient and reasonably priced parking options are readily available for MATC students. Students with a current Campus Card (student ID) who have registered for classes can purchase a Student Parking Permit for use at designated parking areas. Permits cost \$45 per school year, \$30 per semester and are valid at all campuses. Purchase them at any MATC cashier's office.

Note: Students must display a valid MATC parking permit to use MATC lots and designated parking areas. Vehicles without a permit or those illegally parked may receive a fine.

The Mequon, Oak Creek and West Allis campuses feature ample surface parking. Near the Downtown Milwaukee Campus, students have access to thousands of spaces at multilevel parking structures, surface lots and parking meters.

For campus-specific parking information, go to:

[Downtown Milwaukee Campus](#) | [Mequon Campus](#)
[Oak Creek Campus](#) | [West Allis Campus](#)

[back to top](#)

DEPARTMENT OF PUBLIC SAFETY

Downtown Milwaukee Campus M274

District Emergency Response Center 414-297-6588 (Non-emergency) 414-297-6200 (Emergency)

Downtown Milwaukee Campus

700 West State Street
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Oak Creek, WI 53154-1196

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West Allis, WI 53214-3110

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CAMPUS CRIME ALERT

MILWAUKEE AREA *Technical College*

Escort Van

The Department of Public Safety offers a free escort van service for Downtown Milwaukee Campus students, faculty and staff Monday through Friday when school is in session. The van will drive you to your vehicle or bus stop within the campus area from 6 a.m. - 10:30 p.m. and from 6 a.m. - 7 p.m. when evening classes are not in session.

Note: The van services riders from the Downtown Milwaukee Campus to the 6th & Wells parking structure only from 6 - 9 a.m. and 3 - 5 p.m.

Pick-up/drop-off delays may occur due to volume of customers, traffic, construction and driver shift changes.

Escort van pick-up and drop-off locations:

6th Street, east side of the Main Building
7th Street (near the Foundation Hall building entrance)
6th and Wells Street (at the Times Square parking structure)

Van service boundaries:

North - Cherry Street
South - Wisconsin Avenue
East - 3rd Street
West - 12th Street

When the van is not in service, Public Safety will provide you with a walking escort. Call 414-297-6588 to arrange.

[back to top](#)

DEPARTMENT OF PUBLIC SAFETY

Downtown Milwaukee Campus M274

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CAMPUS CRIME ALERT

MILWAUKEE AREA *Technical College*

Frequently Asked Questions

If you cannot find the answer to your question, please contact us.

Where is Public Safety located?

Public Safety District Emergency Response Center, Room M274
Public Safety District Administration, Room M276

Does Public Safety have a presence at the four MATC campuses?

Yes, we have Public Safety Officers assigned to each campus

How do I file a report on campus?

Go to the District Emergency Response Center (Room M274) at the Downtown Milwaukee Campus and the designated Public Safety area at Mequon, Oak Creek and West Allis campuses. A Public Safety Officer will assist you.

Can I get a message to a student?

Yes, but only in the event of a verifiable emergency.

How do I locate a student?

The District Emergency Response Center can assist you if you have an emergency that can be verified.

When is MATC open?

Downtown Milwaukee Campus: Monday - Friday, 6 a.m. - 10 p.m.;
Saturdays, 6 a.m. - 4:30 p.m.

Mequon Campus: Monday -Thursday, 6:30 a.m. - 10 p.m.; Friday, 6:30 a.m. - 7:30 p.m.; Saturdays, 7:30 a.m. - 1 p.m.

Oak Creek Campus: Monday -Friday, 7 a.m. - 10:30 p.m.; Saturday, 7 a.m. - 1 p.m.

DEPARTMENT OF PUBLIC SAFETY

Downtown Milwaukee Campus M274

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Milwaukee, WI 53233-1443

Mequon Campus

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Oak Creek Campus

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Oak Creek, WI 53154-1196

West Allis Campus

1200 South 71st Street
West Allis, WI 53214-3110

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CAMPUS CRIME ALERT

MILWAUKEE AREA *Technical College*

West Allis Campus: Monday - Thursday, 6 a.m. - 9:30 p.m.; Friday, 6 a.m. - 4 p.m. (until 9:30 when Weekend College is in session). Saturday, 7 a.m. - 4 p.m. (for Weekend College).

Note: Times listed are when classes are in session. Campuses are closed Sundays and holidays.

How do I get the escort van?

By visiting or contacting the District Emergency Response Center, Room M274, 414-297-6588 and requesting a pick-up at either the 6th Street Main Building entrance or on 7th Street. More information is provided in the [Escort Van](#) section.

Can I take any locker?

All lockers not marked "Reserved" can be used on a first-come basis.

Where do I park?

Numerous places are available. See the [Parking](#) section.

Why does my class schedule show 700 West State Street?

700 West State Street is the official mailing address for MATC. Your schedule should have a room number listed with preceding letter. That letter indicates the building your class is located in.

Can you help me find my classroom?

Of course. You may ask any Public Safety Officer.

What do I do if I get sick or injured on campus?

Public Safety Officers are trained as medical emergency first responders. If more advanced care is needed, the dispatcher will contact 911.

Where is Lost and Found and how long do you hold the items.

Lost and Found is located at the District Emergency Response Center, Room M274. Items are kept for 30 days.

DEPARTMENT OF PUBLIC SAFETY

Downtown Milwaukee Campus M274

District Emergency Response Center 414-297-6588 (Non-emergency) 414-297-6200 (Emergency)

Downtown Milwaukee Campus

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Milwaukee, WI 53233-1443

Mequon Campus

5555 West Highland Road
Mequon, WI 53092-1199

Oak Creek Campus

6665 South Howell Avenue
Oak Creek, WI 53154-1196

West Allis Campus

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West Allis, WI 53214-3110

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CAMPUS CRIME ALERT

MILWAUKEE AREA *Technical College*

Are there ATMs on campus?

Yes. They are located:

Downtown Milwaukee Campus: First and third floors of the Student Center and on the Health Sciences Building skywalk.

Mequon Campus: First floor, near the cafeteria.

Oak Creek Campus: First floor, near Student Services.

West Allis Campus: First floor, near the cafeteria.

Where is the MATC College Bookstore?

At the Downtown Milwaukee Campus, the College Bookstore is located on the ground floor of the 6th and State Street parking structure. At the Mequon, Oak Creek and West Allis campuses, bookstores are located on the first floor.

What do I do if I have car problems on campus?

Public Safety does not unlock vehicles or provide a "jump start." We can provide you with telephone access and numbers to local vehicle service centers that can assist you.

What if I get stuck in an elevator?

Stay calm and push the alarm button located on the panel. This will automatically call the District Emergency Response Center for immediate assistance. A Public Safety Officer will be dispatched to your location and, if necessary, Building Services and/or the elevator company will be called for further assistance.

What can I do to be proactive about campus safety?

MATC campuses are very safe, but no public area can be 100% guaranteed completely safe at all times. It's best to use common sense no matter where you live, work or attend school. Especially when walking to

DEPARTMENT OF PUBLIC SAFETY

Downtown Milwaukee Campus M274

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Milwaukee, WI 53233-1443

Mequon Campus

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Mequon, WI 53092-1199

Oak Creek Campus

6665 South Howell Avenue
Oak Creek, WI 53154-1196

West Allis Campus

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West Allis, WI 53214-3110

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414-297-MATC



CAMPUS CRIME ALERT

MILWAUKEE AREA *Technical College*

your vehicle or bus stop, walk with a friend/classmate, use well-lit routes and be aware of your surroundings, utilize the Public Safety Escort Van, and report any suspicious activities to Public Safety.

Where can I smoke on campus?

All campus buildings are smoke-free. Smoking is only permitted 25 feet from most campus entryways. Signs are posted.

How are students, employees and visitors notified if the campus is being evacuated?

On the extremely rare occurrence when an evacuation would be necessary, an announcement will be made over the campus-wide PA system. Listen carefully to the announcement. It will be repeated and will give you clear instructions. If you have any questions, ask your instructor or contact Public Safety. During an evacuation, leave the building in a calm, orderly manner and assist those who need help, if possible. If you are unable to assist, inform someone who can. Do not re-enter the building until told to do so by Public Safety or city police or fire personnel.

How do I find out if the campus is open during a snow storm?

Call our "Weather Phone" at 414-297-6561 for any school closings or tune to Milwaukee Public Television, Channel 10. For more information, see the [School Closing](#) section.

Do I need an MATC I.D. to enter the labs and library?

Yes, a current school year MATC ID is needed to use campus labs and to check out library materials.

If I need to file a report with Public Safety, how do I get a copy?

Make a request in writing to the Director of Public Safety.

[back to top](#)

DEPARTMENT OF PUBLIC SAFETY

Downtown Milwaukee Campus M274

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Downtown Milwaukee Campus

700 West State Street
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CAMPUS CRIME ALERT

MILWAUKEE AREA *Technical College*

Campus Information - Area Crime Statistics

MATC campuses are located in four area cities. The following links provide access to crime reports from each local police department:

Mequon Campus: Mequon Police Department

www.mequonpd.org

Downtown Milwaukee Campus: Milwaukee Police Department

www.milwaukee.gov/police

Oak Creek Campus: Oak Creek Police Department

www.oakcreekwi.org/City%20Departments/police/index.htm

West Allis Campus: West Allis Police Department

www.ci.west-allis.wi.us/police/police_welcome.htm

[back to top](#)

DEPARTMENT OF PUBLIC SAFETY

Downtown Milwaukee Campus M274

District Emergency Response Center 414-297-6588 (Non-emergency) 414-297-6200 (Emergency)

Downtown Milwaukee Campus

700 West State Street
Milwaukee, WI 53233-1443

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CAMPUS CRIME ALERT

MILWAUKEE AREA *Technical College*

Clery Act Summary

The act's provisions are:

Schools must publish an annual report disclosing campus security policies and three years of selected crime statistics

Schools must make timely warnings to the campus community about crimes that pose an ongoing threat to students and employees

Each institution with a police or security department must have a public crime log

The United States Department of Education collects and disseminates the crime statistics

Campus sexual assault victims are assured of certain basic rights

Schools that fail to comply may be fined by the Department of Education

[back to top](#)

DEPARTMENT OF PUBLIC SAFETY

Downtown Milwaukee Campus M274

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Downtown Milwaukee Campus

700 West State Street
Milwaukee, WI 53233-1443

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Oak Creek Campus

6665 South Howell Avenue
Oak Creek, WI 53154-1196

West Allis Campus

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West Allis, WI 53214-3110

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414-297-MATC



CAMPUS CRIME ALERT

MILWAUKEE AREA *Technical College*

Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the United States Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when they reach 18 years old or attend a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.

Parents or eligible students have the right to request that a school correct records believed to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student can request a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record about the contested information.

Generally, schools must have written permission from the parent or eligible student to release information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions:

- School officials with legitimate educational interest
- Other schools where the student is transferring
- Specified officials for audit or evaluation purposes
- Appropriate parties in connection with financial aid to a student

DEPARTMENT OF PUBLIC SAFETY

Downtown Milwaukee Campus M274

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Oak Creek, WI 53154-1196

West Allis Campus

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West Allis, WI 53214-3110

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414-297-MATC



CAMPUS CRIME ALERT

MILWAUKEE AREA *Technical College*

Organizations conducting certain studies for or on behalf of the school
Accrediting organizations
To comply with a judicial order or lawfully issued subpoena
Appropriate officials in cases of health and safety emergencies
State and local authorities within a juvenile justice system, according to specific state law

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article), is left to the discretion of each school.

For additional information or technical assistance regarding FERPA:

1-202-260-3887 (TDD, 1-800-877-8339)

Family Policy Compliance Office, United States Department of Education,
400 Maryland Avenue SW, Washington, D.C. 20202-5920

[back to top](#)

DEPARTMENT OF PUBLIC SAFETY

Downtown Milwaukee Campus M274

District Emergency Response Center 414-297-6588 (Non-emergency) 414-297-6200 (Emergency)

Downtown Milwaukee Campus

700 West State Street
Milwaukee, WI 53233-1443

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MATC.edu
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