

# OZARK

CHRISTIAN COLLEGE

## 2023 ANNUAL SECURITY AND FIRE SAFETY REPORT (2023-2024 Academic Year)



Crime Statistics for Calendar Years 2020, 2021, & 2022





## ANNUAL SECURITY AND FIRE SAFETY REPORT

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## FROM THE SECURITY DEPARTMENT

We are pleased to publish the 2022-2023 Ozark Christian College Security Department Annual Security and Fire Safety Report. This report has been prepared to disseminate important information to the college community. With this publication, it is our intent to communicate not only mandatory information such as crime statistics and fire safety data, but also to give insight into the many ways in which we strive to keep this community safe.

The 2023 Annual Security Report contains information regarding crime prevention programs offered at the college, tips on crime prevention and personal safety, instruction on reporting crimes and emergencies, and the Ozark Christian College (OCC) crime statistics, security-related policies, and statements.

OCC strives to offer a safe and secure environment. The Senior Director of Campus Safety has primary responsibility for security on campus and is the designated Chief Security Officer. Campus security can be enhanced by employees, students, and visitors by following all security protocols and by using common sense safety practices, such as locking cars, walking in groups, reporting suspicious incidents, and protecting personal property by not leaving it unattended.

OCC does not have a commissioned police force or a formal memorandum of understanding with local law enforcement. However, the Joplin Police Department (JPD) is one mile away and armed police officers can arrive on campus in less than five minutes. If anyone becomes aware of a crime, observes a suspicious person, or is a victim of a crime, they are advised to immediately report all emergencies to the Joplin Police Department by dialing 911. JPD officers will work with individuals in responding to and reporting crimes, including obtaining information and evidence, identifying potential witnesses, and conducting thorough investigations to identify responsible parties. When appropriate, crime suspects may be adjudicated through OCC's student conduct system and/or the criminal justice system.

Employees, students, and visitors are also advised to report criminal activity or emergencies to OCC's Campus Security for the tracking of crime and fire statistics.

The Security Department employs numerous strategies in its mission of maintaining a safe and orderly environment for students, employees, and visitors. In addition to patrolling the campus by foot and vehicle, Campus Security monitors the campus by video and electronic door access surveillance through a network of indoor and outdoor surveillance video cameras and an electronic door access system. Security also provides escorts and motorist assistance, verifies vehicle registration, conducts safety and lighting surveys, controls building access using state-of-the-art technology, and responds to emergencies and suspicious or unsafe situations.

OCC contracts with a national security company and campus security officers are trained to enforce campus rules and mandates, and to intervene and report any violation of them. Campus security officers do not have arrest powers but may detain individuals for further questioning by local police. Students, employees, and visitors are expected to cooperate with

Campus Security when providing identification and reporting incidents which might result in a breach of campus security.

In addition, the college occasionally contracts with Joplin Police Department officers to be on duty during several major campus events throughout the year. The Security Department also partners with the campus community in the implementation of campus-wide strategies and programs to prevent and respond to criminal activity and other hazards. The ongoing efforts of the Campus Emergency Response Team, the continued updates to the Emergency Operation Plan and the proactive preparedness related to OCCAlerts Emergency Notification System are examples of intensive efforts to provide the safest campus possible.

If you would like to learn more or wish to contact the Security Department, call the Campus Security Office at 417.626.1208 or email [security@occ.edu](mailto:security@occ.edu).

## **THE CLERY ACT**

Choosing a postsecondary institution is a major decision for students and their families. Along with academic, financial, and geographic considerations, the issue of campus safety is a vital concern.

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) is a federal mandate requiring all institutions of higher education (IHEs) that participate in the federal student financial aid program to disclose information about crime on their campuses and in the surrounding communities. The Clery Act affects virtually all public and private IHEs and is enforced by the U.S. Department of Education (ED). Campuses that fail to comply with the act can be penalized with large fines and may be suspended from participating in the federal financial aid program.

The Clery Act, formerly known as the Crime Awareness and Campus Security Act, was signed in 1990 and is named after 19-year-old Jeanne Clery, who was raped and murdered in her Lehigh University residence hall in 1986. Clery's parents lobbied Congress to enact the law when they discovered students at Lehigh had not been notified about 38 violent crimes that had occurred on campus in the three years prior to Clery's murder.

### **COMPLIANCE WITH THE CLERY ACT**

The Clery Act requires Ozark Christian College to provide timely warnings of crimes that represent a threat to the safety of students or employees and to make their campus security policies available to the public. The act also requires OCC to collect, report, and disseminate crime data to everyone on campus and to the Department of Education annually.

When the Higher Education Opportunity Act (HEOA) was signed into law in 2008, it amended the Clery Act by adding several safety and security-related requirements to the Higher Education Act of 1965. To be in full compliance with the law, OCC must do the following:

1. Publish and distribute an Annual Security Report to current and prospective students and employees by October 1 of each year. The report must provide crime statistics for the past three years, detail campus and community policies about safety and security measures, describe campus crime prevention programs, and list procedures to be followed in the investigation and prosecution of alleged sex offenses.
2. Provide students and employees with timely warnings of crimes that represent a threat to their safety. The OCC Security Department must also keep and make available to the public a detailed crime log of all crimes reported to them in the past 60 days. Crime logs must be kept for seven years and logs older than 60 days must be made available within two business days upon request.
3. Keep the past three years of crime statistics detailing crimes that have occurred: on-campus; in college residential facilities; in public areas on or near campus; and in certain non-campus buildings such as remote classrooms. OCC must also report liquor and drug law violations and illegal weapons possessions if they result in a disciplinary referral or arrest.
4. Disclose missing student notification procedures that pertain to students residing in any on-campus student housing facilities.
5. Disclose fire safety information related to any on-campus student housing facilities. This includes maintaining a fire log that is open to public inspection and publishing an Annual Fire Safety Report containing policy statements and fire statistics associated with each on-campus student housing facility. These statistics must include the location, cause, injuries, deaths, and property damage of each fire.
6. Submit the collected crime and fire statistics to the Department of Education each fall.
7. Inform prospective students and employees about the availability of the Annual Fire Safety Report.

OCC has a vested interest in campus security and the personal safety of its students and employees. The following pages contain specific information, including crime prevention, fire safety, law enforcement authority, crime reporting policies, disciplinary procedures and other matters of importance related to security and safety on campus. This report also contains information about campus crime statistics for the calendar years 2020, 2021, and 2022.

Members of the campus community are encouraged to use this report as a guide for safe practices on and off campus. OCC sends an email to every enrolled student and current employee on an annual basis. The email is notification that the report is available and includes a

brief summary of the contents. The email also includes the address for the OCC website where the “Annual Security and Fire Safety Report” can be found online ([occ.edu/security](http://occ.edu/security)) and a physical copy may be obtained by making a request to the OCC Security Department by calling 417.626.1208. A copy of the “Annual Security and Fire Safety Report” is also available in the Security Department located in the Casteel Administration Building (AC160).

The OCC Security Department is responsible for preparing and distributing this report. Crime statistics are compiled based on incidents reported to the Security Department as well as other campus security authorities—those with “significant responsibility for student and campus activities.” Campus crime statistics are also collected from external agencies such as the Joplin Police Department and other law enforcement agencies. To learn more about the Clery Act, visit <https://www.clerycenter.org/the-clery-act>

## **CAMPUS SAFETY**

### **SECURITY DEPARTMENT MISSION**

The stated purpose of the OCC Security Department is to provide a safe and secure environment for students, employees, and visitors and the safeguarding of campus property and facilities from damage or loss. Our approach is to involve the entire college family in the process of maintaining a safe campus. The Security Department strives to create an atmosphere of comfort and safety to allow students to concentrate on academic issues and to allow employees to concentrate on student service and learning.

### **SECURITY DEPARTMENT LOCATION**

The Security Department is located in the Casteel Administration Building (AC160). The Security Department can be reached Monday through Thursday, between the hours of 8:00 a.m. and 5:00 p.m., and Friday between the hours of 8:00 a.m. and 4:00 p.m. at 417.626.1208 (Security Department information and/or non-emergencies). A campus security officer can be reached at 417.626.1200 or 911 will reach local law enforcement in the case of an emergency.

### **RESPONSIBILITIES OF THE OCC COMMUNITY FOR THEIR OWN PERSONAL SAFETY AND SECURITY AND THE SAFETY AND SECURITY OF OTHERS**

Members of the OCC community must assume responsibility for their own personal safety and the security of their personal property. Community members are also encouraged to assist others. The following precautions provide guidance.

Residence Halls:

- Do not prop open the exterior door of your residence hall.
- Always lock your room door, even if you leave for a few minutes.
- Close and lock your windows when you leave.



- Take care of your keys and access card. Don't loan them out or give anyone a chance to take them from your room.
- Don't leave your valuables like your wallet, credit/bank cards, or jewelry in open view.
- Close your blinds or shades in the evening.
- Engrave electronic items and record serial numbers of expensive items.
- Look out for others.
- Report any suspicious activity and crimes to the Security Department.

#### On and Off Campus:

- Be aware of your surroundings. Park in well-lit, heavily populated areas. Trust your instincts. If something doesn't feel right, find another place to park.
- Have your cell phone accessible.
- Walk, jog, and use the campus creek and hammock area only in groups.
- Do not enter the wooded area east of the campus.
- Report out of place individuals or suspicious activity to security at 417.626.1200
- Do not leave valuable items visible in your vehicle.
- Always roll up your windows and lock your doors before leaving your vehicle.
- Walk with others to your vehicle whenever possible.
- If applicable, carry your keys in hand when you approach your vehicle.
- Look around and check the back seat of your vehicle before entering.
- Upon entering your vehicle, immediately lock all doors.
- If you are involved in a minor collision in an isolated area, you may want to drive to a well-lit and populated area before stopping to assess your damage.
- Never pick up hitchhikers.
- While driving, if you notice that you are being followed, drive to the nearest open store, service station, police station etc., for help. Blow your horn to draw attention to yourself. Try to get a description of the car following you and its license plate number.

### **SECURITY DEPARTMENT ENFORCEMENT AUTHORITY**

The Security Department is responsible for providing security services for the OCC campus. Contracted security officers and OCC staff are responsible to OCC for the enforcement of college policies and federal and state laws for campus administrative purposes only. The Security Department investigates campus criminal incidents for administrative purposes as they relate to its campus conduct process. Criminal incidents may be investigated for possible criminal prosecution by the local Joplin Police Department or other law enforcement agencies with jurisdiction. The Senior Director of Community Standards, in conjunction with the Vice President of Student Affairs, the Title IX Coordinator, and the Human Resources Director as it relates to employee conduct, coordinate disciplinary action for matters that are violations of policies.

## **SECURITY DEPARTMENT ARREST AUTHORITY**

Security Department personnel are non-sworn security personnel for OCC and have no official powers of arrest authority. The Security Department will summon support from the Joplin Police Department or other applicable law enforcement entities to affect an arrest on or within campus-owned, controlled, or recognized property.

## **SECURITY DEPARTMENT JURISDICTION**

The Security Department's jurisdiction encompasses on-campus property that includes campus residence halls, buildings, and/or facilities; and public property adjacent to and accessible from on-campus property.

The Security Department has no jurisdiction or enforcement authority outside of its identified Clery reporting geography. This includes areas and/or properties that are not owned, rented, leased, recognized, or otherwise controlled by the college.

## **SECURITY OF AND ACCESS TO CAMPUS FACILITIES**

### **Academic and Administrative Buildings**

The OCC campus is open to the public. Most academic and administrative buildings are open during normal business hours (typically Monday through Thursday, from 8:00 a.m. to 5:00 p.m., and Friday, from 8:00 a.m. to 4:00 p.m. except holidays), and are typically secured during evening hours, depending upon special event scheduling and community usage. Campus Security regularly patrols the interiors and exteriors of all campus facilities. Security surveillance cameras are also present on campus.

### **Residence Halls**

OCC provides separate residence hall-style housing for both men and women. Access to residence halls is restricted to OCC students and authorized staff, and the halls are secured by access control systems 24 hours a day, 7 days a week. Students are issued a coded card key to their residence hall and a physical key to their individual residence hall room during the registration process. At the end of each school year, all card keys are deactivated, and physical keys are collected and accounted for. All exterior residence hall doors, except for the electronic access doors, are alarmed doors. Residents are strongly encouraged to lock their individual room doors whenever they leave, even for short periods. Campus Security routinely patrols the exteriors of all campus residence halls. Residence hall professional and student staff also enforce campus policies and security measures within the residence halls to achieve a community respectful of individual and group rights and responsibilities.

### **Housing During Breaks**

During the academic year, the college officially closes for Thanksgiving, Winter, and Spring Breaks. The residence halls close for Winter Break. Notices of specific times and dates are publicized in the college's academic calendar before each break. Students are reminded to make travel arrangements; accordingly, students must vacate the residence halls during this

break. Break housing for students who cannot return home or leave campus may be provided. Should a student need housing accommodations during *any* portion of the break, they must seek and be granted approval by the Vice President of Student Affairs.

When the residence halls close for break, students are expected to take out trash and perishable food, unplug items in the room, adjust or turn off the HVAC, turn out the lights, and shut and lock the windows. All residence hall room doors must be closed and locked. A list of complete closing procedures will be communicated about two weeks prior to break closing. Residents may leave personal items in their room during all breaks, except for the summer. However, due to the “unoccupied” status of the campus during breaks, it is suggested that students take valuable items with them to ensure their safety.

Staff members from residential life conduct inspections during breaks. Any infractions will be noted, and the student will be notified and/or charged accordingly. Any student requesting access to their residence hall or room during a break when the residence halls are officially closed will need to contact the Vice President of Student Affairs and request permission for access. Access will be granted to their respective rooms for legitimate reasons only. Access should be limited to medical needs and necessities and similar related urgent requests.

### **MAINTENANCE OF CAMPUS FACILITIES**

OCC facilities and landscaping are maintained in a manner that minimizes hazardous conditions. Campus Security regularly patrols the campus and reports malfunctioning lights and other unsafe physical conditions to the Physical Plant Department (PPD) for correction. PPD also monitors areas of the facilities that are hazards or directly impact campus security, such as doors, locks, and broken windows. Campus community members can additionally report hazards directly to PPD through an online service response reporting process. The campus’ overall safety and security program is supplemented by a variety of technological systems including building access control, video surveillance, and fire detection suppression, and reporting systems. Other members of the college community are helpful when they report equipment problems to the PPD. The Security Department is often consulted on security measures during construction and renovation capital project meetings.

### **CRIMINAL BACKGROUND CHECKS**

The college does not routinely conduct state and/or federal criminal background investigations on prospective students. However, it is the policy of the college that all new employees and faculty, as well as volunteers who have significant interaction with OCC students, have their criminal background records and sex and violent offender registries checked as soon as possible after an offer of employment is accepted.

### **REPORTING A CRIME TO THE JOPLIN POLICE DEPARTMENT**

A person reporting a crime to the Security Department has the right to report the crime to the Joplin Police Department and/or the Jasper County Sheriff by calling 911. The Security

Department will regularly discuss this option with the victim of a crime and will assist the victim with that process.

### **OFF-CAMPUS CRIME**

If the Joplin Police Department is contacted about criminal activity off-campus involving OCC students, the police may notify OCC administration. Students in these cases may be subject to arrest by the local police and college disciplinary proceedings through the Office of Community Standards.

### **MONITORING OF NON-CAMPUS STUDENT ORGANIZATIONS**

OCC has no officially recognized student organizations with non-campus facilities/residences.

### **CRIME REPORTING OPTIONS AND CAMPUS SECURITY AUTHORITIES**

It is the policy of Ozark Christian College to encourage the accurate and prompt reporting of all crimes to the Security Department and/or the appropriate law enforcement agency when the victim of a crime elects to, or is unable to, make such a report. Crimes, suspicious activities, and emergencies should first be reported to the emergency response system by dialing 911. Secondly, call the campus Security Department to report the incident. Please note that members of the OCC community have several reporting options. Victims or witnesses of a crime may report on a voluntary or confidential basis to several offices that the college has identified as “Campus Security Authorities (CSA).” The Clery Act recognizes certain college officials and offices as CSAs. The act defines these individuals as “officials of an institution who have significant responsibility for student and campus activities, including but not limited to, student housing, student discipline, and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.”

While the college has identified and trained a number of CSAs, we officially designate the following offices as preferred places where campus community members should report crimes:

<b>OFFICIAL</b>	<b>CAMPUS ADDRESS</b>	<b>PHONE NUMBER</b>
Security Department	Admin Building – AC160	417.626.1208
VP of Student Affairs	Student Center – MS213	417.626.1225
Title IX Coordinator	Admin Building – AC160	417.626.1208
Human Resources Manager	Admin Building – AN128	417.626.1236

Information concerning crimes can be reported on a voluntary, confidential basis to the Security Department directly for inclusion in the annual crime statistics. Licensed professional counselors and pastoral counselors who learn of a crime from a counselee should inform the counselee that the crime may be reported on a voluntary confidential basis to the Security Department for inclusion in the college’s crime statistics only.

## **TIMELY WARNINGS**

### **NOTIFYING THE OCC COMMUNITY ABOUT CRIMES**

#### **What Are Timely Warnings?**

A timely warning is a communication that Ozark Christian College issues when certain criminal incidents occur on campus that represents a serious or continuing threat to the person and well-being of students and employees.

Timely warnings are required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The intent of a Clery timely warning is to aid in the prevention of similar crimes by alerting the campus community and thereby enabling community members to take necessary precautions.

#### **Timely Warning Policy**

##### **Overview**

In the event of criminal activity occurring on campus (or on certain other property) that constitutes a serious or continuing threat to members of the campus community, a campus-wide “timely warning” will be issued to all students and employees. The intent of a timely warning is to aid in the prevention of similar crimes, including by helping members of the campus community protect themselves.

Anyone with information regarding criminal activity that may warrant a timely warning should immediately report the circumstances to one of the following:

- Senior Director of Campus Safety – 417.626.1208
- Vice President of Student Affairs – 417.626.1225
- Executive Vice President of Administration – 417.680.5620
- Vice President of Communications – 417.626.1227

The college has communicated with local law enforcement asking them to notify the college if it receives reports or information warranting a timely warning.

#### **Timely Warning Criteria**

A timely warning will be issued by the college when the criteria below have been met:

1. A crime is reported to the college (or the college is otherwise made aware of the incident, such as if the local police department notifies the college that a crime has been reported to that agency)
2. The crime is reported to have occurred on the college’s Clery geography (which generally includes the campus, adjacent public property, and other properties owned or controlled by the college)
3. The crime is a Designated Crime (see below), and
4. The circumstances present a serious or continuing threat to the campus community (see below)

The college has the discretion to issue timely warnings in other situations as well.

The only campus officials not subject to the timely reporting requirement are those with significant counseling responsibilities who were providing confidential assistance to a crime victim. At OCC, this would only apply to professional counselors contracted through the Counseling Center and pastoral counselors who are performing that specific function and role in their employment with the college.

### Designated Crimes

Assuming all other criteria have been met, crimes necessitating a timely warning are found in the chart below.

Category	Types of Offences
Primary Criminal offenses	Murder/Non-Negligent Manslaughter; Manslaughter by Negligence; Rape; Fondling; Incest; Statutory Rape; Robbery; Aggravated Assault; Burglary; Motor Vehicle Theft; and Arson
Hate Crimes	<p>A hate crime is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim.</p> <ul style="list-style-type: none"> <li>• Hate crimes include the primary criminal offenses listed above (except Manslaughter by Negligence) plus: Larceny-Theft; Simple Assault; Intimidation; and Destruction/Damage/Vandalism to Property.</li> <li>• The eight categories of bias that may result in a hate crime designation for purposes of this policy are as follows: race, gender, gender identity, religion, sexual orientation, ethnicity, national origin, and disability.</li> </ul>
VAWA Offenses	Dating Violence, Domestic Violence, and Stalking
Arrests and Disciplinary Referrals	Arrests and referrals for disciplinary action for the following violations of law: Drug Abuse Violations, Liquor Law Violations, and Weapons: Carrying, Possessing, etc.

### Serious or Continuing Threat Analysis

The Vice President of Student Affairs or designee, in collaboration with members of the crisis management team as necessary, is responsible for determining what constitutes a serious or continuing threat to the campus community. This evaluation is completed on a case-by-case basis in consideration of the circumstances of the situation at hand. There may be times when a designated crime occurred on Clery geography, but the situation does not present an ongoing danger to the campus community and thus would not necessitate a timely warning. For example, a robbery on campus may have been reported but the suspect was immediately apprehended by police and, therefore, there is no ongoing danger to the campus community.

The factors used when analyzing whether a reported crime presents a serious or continuing threat to the campus community can include, but are not limited to, the following:

- How much time has passed between the incident and the report?
- Has the perpetrator been apprehended?
- Were there multiple perpetrators working together?
- Was the incident violent in nature?
- Were date rape drugs or other substances used to facilitate the crime?
- Was a weapon used during the commission of the crime?
- Does the incident appear to be an isolated incident with a specifically targeted victim(s)?
- Is there a pattern of similar incidents? (e.g., the same or similar crimes occurring in a short period of time; a particular group being targeted on multiple occasions; etc.)
- Are there other aggravating circumstances or predatory behaviors at issue suggesting that a threat/ongoing danger exists?
- Are there enough details available to determine whether a threat/ongoing danger exists?

### **Timely Warning Content**

Because the intent of a timely warning is to aid in the prevention of similar crimes, including by helping members of the campus community protect themselves, these warnings will include information that the Vice President of Student Affairs or designee determines is necessary and appropriate to further these goals.

The content of a timely warning will, at minimum, include pertinent information about the crime that triggered the warning (i.e., the nature or type of crime and a description of where and when it occurred). The warning may also provide other brief information about the situation, such as any available information about the suspect(s) and relevant preventive safety tips. However, caution will be taken to not issue such a lengthy warning that it cannot be quickly understood by recipients. A fictitious example of a timely warning is as follows:

*WARNING (9/13/23: Armed robbery outside of Williamson Hall reported at 10:23 p.m. Perpetrator described as a tall male in a blue hooded sweatshirt. Last seen running to the south towards the library. This is an active situation. Please be alert if you are in the area.*

Names of the victim(s) will be withheld from timely warnings, and the college will refrain from including information that could compromise law enforcement efforts.

### **Timely Warning Methods**

Timely warnings will be communicated to all students and employees via a blast email. OCC may also supplement the blast email with a text message using the college's OCCAlerts notification system. Students are administratively added to the OCCAlerts notification system upon enrollment and employees are added during onboarding for employment. Additionally, the college may also supplement the blast email with other methods, such as paper postings on building doors, message on website, etc. The Vice President of Student Affairs or designee will direct the issuance of timely warnings. The Communications Director or designee will disseminate timely warnings to the campus community using blast email and possibly some or all the previously mentioned communication methods.

### **Updating the Timely Warning**

After a timely warning has been issued, the Vice President of Student Affairs or designee will consider whether a follow-up warning needs to be communicated to the campus community about the situation. If it is determined that a follow-up warning is necessary, it will be issued in the manner described above.

### **DAILY CRIME LOG**

The Security Department makes the Daily Crime Log for the most recent 60-day period open to public inspection during normal business hours (typically Monday through Thursday, 8:00 a.m. to 5:00 p.m., and Friday 8:00 a.m. to 4:00 p.m. except holidays) at the Security Department Office located in the Casteel Administration Building (AC160). Any portion of the crime log that is older than 60 days is made available for public inspection within two business days of a request.

The information in the crime log typically includes the type of incident, location of incident, date and time of incident, date and time reported, disposition, and case number of the crime. Students and employees are encouraged to review the log periodically to become more familiar with the types and locations of criminal incidents that may impact the college's campus community.

Unless the disclosure is prohibited by law or would jeopardize the confidentiality of the victim, newly reported crimes/incidents within the college's Clery geography and updated information regarding previously reported crimes are entered onto the Daily Crime Log within two business days of when it is reported to the Security Department. It is important to note that the Security Department has no jurisdiction outside of its identified Clery geography.

### **CAMPUS SECURITY PROCEDURES AND CRIME PREVENTION**

To ensure a safe and secure environment in which to live, work and learn, the OCC Security Department conducts presentations upon request to student organizations, residence hall meetings, and to OCC employee groups. These sessions cover the purpose of the department, its organizational structure and authority, the types of crimes on campus, how to avoid becoming a victim of crime, what to do if you are a victim, personal safety, and emergency response training.

### **STATISTICAL DISCLOSURE OF REPORTED INCIDENTS**

Incidents reported to the Security Department that fall into one of the required reporting classifications as defined by the Clery Act will be disclosed as a statistic in the appropriate crime table within this annual security and fire safety report.

### **PREPARATION OF ANNUAL DISCLOSURE OF CRIME STATISTICS & CLERY COMPLIANCE**

The following information provides context for the crime statistics reported as part of compliance with the Clery Act. The OCC Security Department is primarily responsible for preparing the Annual Security and Fire Safety Report. This responsibility is specifically



designated to the Senior Director of Community Standards and Campus Safety or designee. The procedures for preparing the annual disclosure of crime statistics include reporting statistics to the college community obtained from the following sources: the OCC Security Department, the Joplin Police Department (JPD), the Jasper County Sheriff's Office (JCSO), the Missouri State Police (MSP), law enforcement agencies with jurisdiction for international and domestic non-campus property locations, and non-police or public safety personnel who have been designated as Campus Security Authorities (CSAs). The Office of Community Standards and the Office of Human Resources are key offices from which drug, liquor, and weapon offense referral data is obtained.

Final report preparation is coordinated by the Senior Director of Community Standards and Campus Safety with departmental input from Student Affairs, Title IX, Human Resources, General Council, and Communications.

A written request for statistical information is made at least on an annual basis to all Campus Security Authorities (as defined by federal law). CSAs are also informed in writing and/or through training to report crimes to the Security Department in a timely manner so those crimes can be evaluated for timely warning purposes. A Campus Security Authority or CSA is a Clery-specific term that encompasses four groups of individuals and organizations associated with an institution:

- A campus police department or a campus security department of an institution
- Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department (e.g., an individual who is responsible for monitoring the entrance into an institutional property)
- Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses
- An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings
- An Official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution

Statistical information is not requested from, nor is it provided by, professional counselors contracted by the Counseling Center or pastoral counselors who are performing that function and role as their employment with the college. Professional counselors and pastoral counselors are not required by law to provide statistics for this compliance document. Counseling and pastoral professionals, as defined by the federal law, who act in such capacities, have been advised that, while they are not obligated to report crimes for the purpose of compiling these statistics, they are encouraged, when they deem it appropriate, to inform the persons they are counseling of their ability to report any crimes to Security Department for inclusion in the annual statistics. The Counseling Center and pastoral counselors facilitate anonymous reporting, as outlined earlier in this Annual Security and Fire Safety Report.

All statistics are gathered, compiled, and reported to the college community via this report, entitled the "Annual Security and Fire Safety Report," which is published by the Security

Department no later than October 1 of each year. The Security Department submits the annual crime statistics published in this report via a web-based reporting system to the Department of Education (ED). The statistical information gathered by the Department of Education is available to the public through the ED website.

The Security Department sends an email to every enrolled student and current employee on an annual basis informing them of the availability of the Annual Security and Fire Safety Report. The email includes a brief summary of the contents of this report. The email also includes the address where the Annual Security and Fire Safety Report can be found online, and notification that a physical copy may be obtained by making a request to the Security Department by calling 417.626.1208 or in person at the Security Department Office in the Casteel Administration office (AC160).

### **Specific Information about Classifying Crime Statistics**

The statistics in this report are published in accordance with the definitions and many of the standards and guidelines used by the FBI Uniform Crime Reporting (UCR) Handbook, National Incident-Based Reporting System (NIBRS), relevant federal law (the Clery Act), and applicable state law. The Federal Bureau of Investigation transitioned the summary Uniform Crime Reporting (UCR) Program to collecting crime data solely through the more detailed National Incident-Based Reporting System (NIBERS) on January 1, 2021. This is a major improvement to the nation's crime statistics.

### **Clery Act Reporting Table**

For Clery Act reporting purposes, the number of victims involved in a particular incident is indicated in the statistics column for the following crime classifications: Murder/Non-Negligent Manslaughter, Manslaughter by Negligence, Sex Offenses, and Aggravated Assault. For example, if an aggravated assault occurs and there are three victims, this would be counted as three aggravated assaults in the crime statistics table. The number reflected in the statistics for the following crime categories includes one offense per distinct operation: Robbery, Burglary, Larceny, Vandalism, and Arson. For example, if five students are walking across campus together and they are robbed, this would count as one instance of robbery in the crime statistics table. In cases of Motor Vehicle Theft, each vehicle stolen is counted as a statistic. In cases involving Liquor Law, Drug Law, and Illegal Weapons Law violations, the statistics indicate the number of people arrested by law enforcement or referred to the Community Standards Office or the Human Resources Office for possible disciplinary action for violations of those specific laws.

Hate crimes are reported in narrative form and are separated by category of prejudice. A hate crime is not a separate, distinct crime, but is the commission of a criminal offense that was motivated by the offender's bias. For example, a subject assaults a victim, which is a crime. If the facts of the case indicate that the offender was motivated to commit the offense because of their bias against the victim's race, religion, ethnicity, national origin, gender, sexual orientation, disability, or gender identity, the assault is then also classified as a hate crime. For

Clery Act purposes, Hate Crimes include any of the following offenses that are motivated by the offender's bias: Murder and Non-negligent Manslaughter, Sexual Offenses (rape, fondling, incest, and statutory rape), Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, Larceny-Theft, Simple Assault, Intimidation, and Destruction/Damage/ Vandalism of Property.

Campus SaVE was signed into law on March 7, 2013, as part of the reauthorization of the Violence Against Women Act (VAWA); it covers students and staff of institutions of higher education and amends the Jeanne Clery Act to include new reporting requirements for Domestic Violence, Dating Violence, and Stalking and additional policy statements and training requirements.

### **Geography Definitions from the Clery Act**

**On-Campus** *defined as:* (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 the area identified in paragraph (1), 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 retail vendor).

**Non-Campus Building or Property** *defined as:* (1) Any building or property owned or controlled by a student organization that is officially recognized by the institution (i.e., privately owned fraternity); 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. (Note: OCC has no officially recognized student organizations with off-campus locations.)

The **Non-Campus Geography** definition includes buildings or properties under temporary control during institutionally sponsored short-stay-away domestic or international trips for students of more than one night, or buildings or properties under temporary control during institutionally sponsored domestic or international trips for students to repeated locations.

- For example, students who are counseling majors take a college-sponsored trip to a conference in Nashville, Tennessee, and stay at the same hotel every year. In this example, the institution must include in their Clery Act crime statistics any Clery Act crimes that occur in the rooms used by the students and any common areas used to access those rooms, including the lobby, elevator, and staircases.

**Public Property** *defined as:* All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus or immediately adjacent to and accessible from the campus or on-campus property/facilities. The Ozark Christian College crime statistics do not include crimes that occur in privately-owned homes or businesses adjacent to the campus boundaries.

**On-campus Student Housing Facility** *defined as:* 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. This category is considered a subset of the On-Campus category.

**Reasonably Contiguous** *defined in the 2016 Handbook for Campus Safety and Security Report as:* Refers to a building or property an institution owns or controls that is in a location that students consider to be, and treat as, part of the “campus.” Generally speaking, it is reasonable to consider locations within one mile from the core or main campus border to be reasonably contiguous with the campus.

**See the following page for the 2022 Campus Crime Statistics Table**

## 2022 CAMPUS CRIME STATISTICS TABLE

(Jeanne Clery Disclosure of Campus Security Policies and Campus Crime Statistics Act)

### Calendar Years 2020, 2021, & 2022

Crime Category	On-Campus			On-Campus Residence <sup>†</sup>			Non-Campus			Public			Unfounded Cases		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Murder/Non-negligent Manslaughter	0	0	0	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	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	1	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	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	1	0	1	0	0	1	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	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	0	0	0
Burglary (Including Attempted)	4	1	1	3	1	1	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft (Including Attempted)	0	2	0	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	0	0	0
Hate Crimes	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	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	0	0	0
Intimidation	0	0	0	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	0	0	0
Arrests: Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Arrests: Drug Law Violations	0	0	0	0	0	0	0	0	0	1	0	1	N/A	N/A	N/A
Arrests: Illegal Weapons Possessions	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Campus Discipline Referrals <sup>‡</sup> for:															
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Drug Law Violations	0	1	0	0	1	0	0	0	0	0	0	0	N/A	N/A	N/A
Illegal Weapons Possessions	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A

**Note:** Any statistic that is motivated by a type of bias or prejudice will have a superscript number and notation for the type of bias.

**Key to Hate Crimes Notations by Type of Bias or Prejudice:** Race = ra, Religion = re, Sexual Orientation = s, Gender = g,

Gender Identity = gi, Ethnicity = e, National Origin = no, Disability = d.

<sup>†</sup> On-Campus Residence crimes are included in the On-Campus numbers.

<sup>‡</sup> If both an arrest and a referral are made for an alcohol or drug law violation or illegal weapons possession, only the arrest is counted.

- There were no hate crimes reported for 2020, 2021, or 2022.

## CLERY-DESIGNATED CRIME DEFINITIONS

Ozark Christian College is required to report crime statistics as defined by the Clery Act for the following crimes if the crimes are reported and occur in geographic locations as defined above.

**Unfounded Crime Reports** – According to Uniform Crime Report (UCR) guidelines, a reported offense can be cleared as unfounded by a sworn law enforcement authority “if the investigation shows that no offense occurred nor was attempted.” These cases thus remain as official crime reports and are included in the departmental statistics; however, they are explicitly labeled as “unfounded” cases within UCR reports on the various index crimes. According to UCR guidelines, the statistics on unfounded cases should include crime reports that are either: False or Baseless.

**Murder/Non-Negligent Manslaughter** – The killing of one human being by another.

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

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

- **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. This definition includes any gender of victim or perpetrator.
- **Fondling**: The touching of the private parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- **Incest**: Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape**: Non-forcible sexual intercourse with a person who is under the statutory age of consent.

**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.

**Aggravated Assault** – An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

**Burglary** – The unlawful entry of a structure to commit a felony or a theft.

**Motor Vehicle Theft** – The theft or attempted theft of a vehicle.

**Arson** – Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, or personal property of another.

## **Domestic Violence, Dating Violence, and Stalking additions from the 2014 VAWA Negotiated Rulemaking Final Consensus Language**

The federal definition (from VAWA) of **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

The federal definition (from VAWA) of **Dating Violence**: the term "dating violence" means violence committed by a person:

- who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- the existence of such a relationship shall be determined based on the reporting party's statement with consideration of:
  - the length of the relationship
  - the type of relationship
  - the frequency of interaction between the persons involved in the relationship
- 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

The federal definition (from VAWA) of **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

Note: For the purposes of this stalking definition:

- **Course of Conduct**: means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property
- **Reasonable Person**: means a reasonable person under similar circumstances and with similar identities to the victim
- **Substantial Emotional Distress**: means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling

**Hate Crimes** – any of the above offenses, and any other crime involving bodily injury, reported to local police agencies or campus security authority that manifest evidence that the victim was intentionally selected because of the perpetrator's bias, or the perpetrator perceived the

person to be in one of the protected group categories. Additionally, on August 14, 2008, the Clery Act was amended to include larceny/simple assault, intimidation, and destruction/damage/vandalism (except arson) as reportable categories of hate crimes. These additional reporting categories are only reported if motivated by bias as determined by one of the designated bias categories. The types of bias categories include race, gender, religion, sexual orientation, ethnicity, national origin, gender identity, and disability.

### **Hate Crime Definitions**

To ensure uniformity in reporting nationwide, the following definitions have been adopted for use in hate crime reporting:

**Bias** – a preformed negative opinion or attitude toward a group of persons based on their race, religion, disability, sexual orientation, or ethnicity/national origin.

**Bias Crime** – a criminal offense committed against a person or property that is motivated, in whole or in part, by the offender’s bias against a race, religion, disability, sexual orientation, or ethnicity/national origin; also known as Hate Crime.

**Note:** Even if the offender was mistaken in their perception that the victim was a member of the group the offender was acting against, the offense is still a bias crime because the offender was motivated by bias against the group.

## **EMERGENCY RESPONSE PROCEDURES AND EMERGENCY NOTIFICATIONS**

OCC has an emergency management plan designed to ensure there is a timely and effective response in the event of a significant emergency or dangerous situation occurring on campus involving an immediate threat to the health or safety of members of the campus community. Such situations include, but are not limited to tornadoes, bomb threats, chemical spills, disease outbreaks, fires, active shooters, etc. OCC has communicated with the Joplin Police Department requesting their cooperation in informing the college about situations reported to them that may warrant an emergency response. Students, staff, and visitors are encouraged to notify OCC Security (417.626.1200) of any situation that poses such a threat.

The on-scene Incident Command Team Leader (Damien Spikereit, 417.680.5620) in conjunction if possible with the Vice President of Student Affairs (Andy Storms, 417.626.1225) and the Senior Director of Campus Safety (Monte Shoemake, 417.626.1208) will access available sources of information from campus administrative staff and local authorities to confirm the existence of the danger and will be responsible for initiating the college’s response and for marshaling the appropriate local emergency response authorities for assistance. Depending on the nature of the emergency, other college departments may be involved in the confirmation process.

Once the emergency is confirmed, the college community, or appropriate segments of it, will be notified. The Incident Command Team, in collaboration with other appropriate personnel, will determine who should be notified and will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities,



compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency. Depending on the segments of the campus the notification will target, the content of the notification may differ. When appropriate, the content of the notification will be determined in consultation with local authorities. In addition, as appropriate, the notification will give guidance as to whether its recipients should shelter in place or evacuate their location.

The Vice President of Student Affairs will direct the issuance of emergency notifications, which will be accomplished using one or more of the following means, depending on the nature of the threat and the segment of the campus community being threatened.

- Emails
- Text messages (through the OCCAlerts system)
- College website
- Posted notices
- Local media sources

Again, students and faculty/staff members do not need to sign up to be included in the emergency notification systems.

The Vice President of Communications (Amy Storms 417.626.1227) or her designee will disseminate emergency information to the campus community and to the larger community; that is those outside of the campus community. A tornado warning issued for the college zip code will automatically be rebroadcast from the National Weather Service utilizing the OCCAlerts system.

Follow-up notices/communications will be provided as necessary during an active incident and may be provided by the Executive Vice President of Administration, the Vice President of Student Affairs, or the Vice President of Communications. When a threat is neutralized or effectively removed, campus community members will be appropriately informed via all or some of the previously mentioned communications methods.

The college tests various emergency response and evacuation procedures each year. Also, at various times the Emergency Management Team will meet to train and test and evaluate the college's emergency response plan. The Senior Director of Campus Safety maintains records of these tests and training exercises, including a description of them, the dates, and times they were held and an indication of whether they were announced or unannounced. In connection with at least one such test, the college will distribute to its students and employees information to remind them of the college's emergency response and evacuation procedures.

The OCC emergency plan was tested at 9:05 a.m. on 9/14/2022 with an announced all-campus active intruder drill. The Vice President of Student Affairs authorized an OCCAlerts message that was sent to the campus community, letting the campus know the drill was in progress. A debriefing report is on file in the Security Department Office.

## **MISSING STUDENT NOTIFICATION POLICY AND PROCEDURES**

OCC takes student safety very seriously. To this end, the following policy and procedures have been developed to assist in locating OCC student(s) living in college-owned, on-campus housing, who based on the facts and circumstances known to the college are determined to be missing. This policy complies with Section 488 of the Higher Education Act of 2008.

Most missing person reports in the college environment result from a student changing his/her routine without informing his/her roommates and/or friends of the change. Anyone who believes a student to be missing should immediately report his or her concern to a Residence Director, a Campus Security Officer, or the Student Affairs Office. Every missing person report made to the campus will be followed up with an immediate investigation and the college will notify appropriate law enforcement agencies once a student has been missing for 24 hours unless the local law enforcement agency was the entity that made the determination that the student is missing.

The college is required to notify a custodial parent, guardian, or designated contact person when a student under 18 years of age and not emancipated is determined to be missing, in addition to notifying any additional contact person designated by the student. In the event parental notification is necessary, the Vice President of Student Affairs or a designee will place the call within 24 hours of the determination that the student is missing.

At the beginning of each semester, residential students will be asked to provide, on a voluntary basis, emergency contact information in the event he/she is reported missing while enrolled at OCC. Student's contact information will be registered confidentially and the information will be accessible only to authorized campus officials. Student information will not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation. This emergency information will be kept in the Security Department and will be updated each semester. Students can submit their emergency contact information using the Missing Student Emergency Contact Form located under the Student Life tab in the [my.occ.edu](http://my.occ.edu) student portal.

### **General Procedures**

1. The OCC official receiving the report will collect and document the following information at the time of the report:
  - a. The name and relationship of the person making the report
  - b. The date, time, and location the missing student was last seen
  - c. The general routine or habits of the suspected missing student (e.g., visiting friends who live off-campus, working a job away from campus), including any recent changes in behavior or demeanor
  - d. The missing student's cell phone number (if known by the reporter)
2. The OCC official receiving the report will contact the Student Affairs Office to update them on the situation and receive additional consultation. The Vice President of Student Affairs or designee will ascertain if/when other administrators should be contacted.

3. Upon notification from any entity that a student may be missing, OCC may use any or all of the following resources to assist in locating the student.
  - a. Go to the student's residence hall room.
  - b. Talk to the student's RA, roommate, and floor mates to see if anyone can confirm the missing student's whereabouts and/or confirm the date, time, and location the student was last seen.
  - c. Secure a current student ID (from the Information Technology Department) or other photos of the student from a friend.
  - d. Call and text the student's cell phone and call any other numbers on record.
  - e. Send the student an email.
  - f. Check all possible locations mentioned by the parties above including but not limited to the library, residence hall lobbies, Student Center, Fitness Center, etc. Security officers, residence directors, and resident assistants may be asked to assist to expedite the search process.
  - g. Contact or call any other on-campus or off-campus friends or contacts that are made known. This could include checking a student's social networking sites such as Instagram and Twitter.
  - h. Ascertain the student's car make, model and license plate number. A thorough check of the college parking lots for the presence of the student's vehicle will also be made to try to locate the missing student's vehicle.
4. The OCC Information Technology staff may be asked to obtain email or other network logs to determine the last login and/or access of the OCC network.
5. Once all information is collected and documented and the Vice President of Student Affairs or a designee is consulted, OCC staff may contact the local police to report the information. (Note: If in the course of gathering information as described above, foul play is evident or strongly indicated, the police can be contacted immediately.) If it is necessary to contact the local or state authorities, police procedure and protocol will be followed by the college.
6. If the student has a designated contact person, OCC will notify that contact person within 24 hours of the time the student was determined to be missing.
7. If the student is under 18 years of age and is not emancipated, OCC will notify the student's custodial parent or guardian and any other designated contact person within 24 hours after the student was determined to be missing.
8. Regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor, OCC will inform the local law enforcement agency that has jurisdiction in the area that the student is missing within 24 hours.

### **EVACUATION PROCEDURES**

The Incident Command Team Leader will be responsible for the safe evacuation of all persons utilizing the college's facilities in the event of natural disasters, civil disturbances, and active threats. The level of necessity will determine the response by the Emergency Operations Team. If large-scale events occur that are beyond the resource capabilities of the college, officials will request assistance from outside emergency resources such as the Joplin Police and Fire

Departments, Missouri State Police, Jasper County Emergency Management, and/or state departments of emergency management. The need to implement evacuation from a campus building or the entire campus will be based upon information received by or furnished to OCC.

The information may be in the form of instructions or advice from the Jasper County Emergency Management Agency, the Governor's Office, or other officially recognized agencies. Full or partial evacuations may be necessary as a protective action to reduce campus community members' exposure to a hazard. Protective actions reduce TIME of exposure, create DISTANCE, or provide SHIELDING from a specific hazard. Hazards that may require an evacuation include:

- Fire
- HAZMAT release
- Bomb threat or suspicious device/package
- Hostile intruder
- Massive utility failure
- Severe weather conditions
- Hazard that renders facilities uninhabitable

**Exercise of Judgment and Contingencies:** The actions described are basically standard by nature. When situations arise for which the procedures to be followed are not fully prescribed in the college's Emergency Operations Plan (EOP), responsible personnel will be expected to exercise good judgment, make appropriate decisions, and provide any support necessitated by the situation.

As part of the decision-making process relative to an evacuation, the evacuation must be able to be completed well before the arrival of a hazard. When there is little to no warning time, a shelter-in-place decision/order may be more appropriate. Additional factors to consider beyond warning time when deciding on whether to evacuate include:

- Size and geographical area affected
- Population density of the surrounding area
- Capacity and condition of the road network
- Are sufficient transportation resources available – college transportation, public transportation, and private transportation?
- Are there safe alternatives?
- Ability of campus facilities to provide shielding from the hazard
- Ability of facilities to support the population
- Local considerations and local police and emergency resources support

**Scope of an Evacuation:** The scope of an evacuation can include a single building, a group of buildings, and/or a large geographical area. The scope could go beyond the borders of the institution, and/or the college may be impacted by an evacuation initiated by the local authorities. Size and scope considerations must be included in the overall decision.

**Building Evacuation:**

- All building occupants are required to evacuate when the fire alarm sounds or upon the order of an authorized college official, such as a residence director or a security officer.

- If time permits, unplug, or disable any device that could make the situation worse.
- Move to the closest exit and proceed down the EXIT stairwell in a safe and orderly manner. Take personal belongings with you. Do NOT use elevators.
- Remain at least three hundred (300) feet outside the building and await further instructions. Keep roadways open and beware of approaching emergency vehicles. Notify emergency responders of anyone trapped, especially anyone with a physical disability.

**Large-scale Campus Evacuation:**

- If evacuation of part or all the campus is necessary, monitor the text message alert system, email, and the college’s website for additional information.
- Those in need of transportation will be directed to areas to await transport to an off-campus site.

## **ALCOHOL AND DRUGS**

### **ALCOHOL/DRUG POLICIES**

In accordance with the federal Drug-Free Workplace Act of 1988, the federal Drug-Free Schools and Communities Act (DFSCA) of 1989, and federal and state laws and policies on Alcohol and Other Drugs, Ozark Christian College prohibits the unlawful or unauthorized possession, use, sale, manufacture, or distribution of alcohol and other drugs by employees and students in the workplace, on college property, or as part of any college activity. Employee or student violators are subject to disciplinary action, up to and including termination of employment and expulsion.

At Ozark Christian College, maintaining our personal health and mental well-being is an essential part of our commitment to serve Christ. As a demonstration of that commitment, we expect members in the Ozark Christian College community (including employees and all students), while on or off college property, to refrain from the manufacture, possession, use or distribution of illegal drugs, synthetic drugs (K2 and other synthetic cannabinoids, bath salts, or products used in a similar manner), all tobacco and vaping products, and to avoid the abuse of prescription or nonprescription drugs. Additionally, all students while on or off college property are to refrain from the manufacture, possession, or use of alcoholic beverages.

This policy also applies to all guests while visiting our campus or attending college-sponsored events outside campus. We believe this commitment is a responsible way to avoid the alcohol and drug abuse problems that cause such great damage and cost to families and our society.

**Parental Notification**

OCC is concerned about students who improperly use alcohol and other drugs and the effects such use may have on their health, academic success, interpersonal relationships, and their future. In accordance with the Family Educational Rights and Privacy Act (FERPA), the college reserves the right to notify the parents/guardians of students under 21 years of age, and the parents/guardians of dependent students, regardless of age, of any incident in which the student is found responsible for violating the college alcohol and drug policy.

## **Drug Testing Policy**

If reasonable cause exists, the college may require a student to participate in testing to determine the use or abuse of drugs. "Reasonable cause" is defined as behavior, conduct, or performance by a student which leads the college to conclude there is the likelihood the student is using or is under the influence of illegal drugs or alcohol. Among the indicators which may be used in evaluating a student's behavior, conduct, or performance include significant changes in class attendance, grades, physical appearance, academic motivation, emotional condition, or legal involvement. Reasonable cause also may be based on information received that a student is using illegal drugs or alcohol. All reasonable cause requests will be directed to the Vice President of Student Affairs. If it is determined that reasonable cause exists to require a student to submit to drug testing, the testing will be completed to protect the health and safety of the student or others, and/or to protect the integrity of the college. In such cases, no advance notice of the drug test should be given to the student. All students, including student-athletes/managers and other students representing the college, are subject to random screenings or targeted selections based upon reasonable cause. See the [OCC Student Covenant](#).

A local laboratory will conduct the drug testing using hair, blood, urine, or any other industry-recognized analytical procedures to assure trustworthy and accurate test results. The screening will be administered in a confidential setting witnessed by a designated person of the same sex as the student being tested. The college will pay for the cost of drug testing. Students whose test results are positive will be subject to discipline according to the student conduct process. Failure to participate in a requested drug test will result in disciplinary action, up to and including immediate dismissal from the college.

## **Support Services**

OCC offers support services to students who may be struggling with drug and/or alcohol use. Students needing long-term treatment or therapy are generally referred to professionals off campus. OCC pays for the first visit and 50% of the next three visits. The campus Life and Ministry Preparation (LAMP) directors are available for pastoral counseling. Students are encouraged also to seek prayer, guidance, and encouragement from members of the faculty and staff. Off-campus community counseling and treatment, as well as residential care programs are available to students and employees. More information can be found in OCC's Drug and Alcohol Abuse Prevention Program (DAAPP) at [occ.edu/daapp](http://occ.edu/daapp).

Additional information about drug and alcohol abuse, health risks, addiction and prevention can be accessed in OCC's Drug and Alcohol Abuse Prevention Program (DAAPP [occ.edu/daapp](http://occ.edu/daapp)) and at the National College on Alcohol Abuse and Alcoholism ([collegedrinkingprevention.gov](http://collegedrinkingprevention.gov)) as well as the National College on Drug Abuse ([drugabuse.gov/drugpages/drugsofabuse.html](http://drugabuse.gov/drugpages/drugsofabuse.html)).

## **Consequences for Violations**

In compliance with OCC community standards and those of local/state/federal laws, we advise students and employees that the following consequences will occur when the policy is violated:

- Students or employees who violate city ordinances or state or federal statutes law regarding the manufacture, possession, use or distribution of illegal drugs, synthetic drugs (K2 and other synthetic cannabinoids, bath salts, or products used in a similar manner), alcoholic beverages, tobacco products or medications may be reported to the legal authorities.
- Those who violate college standards, city ordinances or state or federal statutes regarding (a) the manufacture, possession, use or distribution of illegal drugs, synthetic drugs (K2 and other synthetic cannabinoids, bath salts, or products used in a similar manner), alcoholic beverages or tobacco products or (b) the abuse of medications will be subject to disciplinary action, up to and including discharge for employees and dismissal for students.
- If found to be in violation of college standards but permitted to continue as a part of the community on probationary status, the student may be subject to mandatory counseling (on or off campus), periodic inspections, and/or supervised, random drug tests at a medical facility over a given period of time. The student will be responsible solely for costs of the drug screens and off-campus counseling.
- Any member of the Ozark Christian College community who refuses to take a field sobriety test and/or a breathalyzer test, shall be considered to be in violation of the college's standards prohibiting the possession, use, or distribution of alcohol. Reasonable cause for alcohol use/abuse testing is defined above and additionally may include the odor of alcohol on a person's breath, slurred speech, glassy eyes, being unsteady or unstable on a person's feet, and/or similar observations.
- Any member of the Ozark Christian College community who refuses to submit to a drug test or refuses to provide written consent permitting Ozark Christian College to see the testing results, shall be considered to be in violation of the college's illegal drug policy. Reasonable cause for drug testing is defined above and additionally may include, but are not limited to: incoherent, erratic or violent behavior; repeated tardiness and/or absenteeism; drug-related odors on person, clothing, room or vehicle; sudden unexplainable drop in academic or work performance; possession of drug paraphernalia; previous positive drug screen results; being cited for substance abuse violations by college or municipal authorities; and/or a report that is provided by a reliable and credible source regarding use of illegal substance.

## **Special Obligations of Employees and the College**

### **Employer's Statement**

All college employees are notified hereby that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited and that a violation of this prohibition shall result in immediate disciplinary action up to and including discharge.

### **Conditions of Employment**

As a condition of employment, all college employees must: (1) abide by the terms of the prohibition referred to in the preceding paragraph; and (2) notify the college of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction.

## **Employer's Obligations**

### **Notification of Agency**

The college will notify the appropriate law enforcement agency within 10 days after receiving the 5-day notice from an employee referred to in the preceding paragraph or upon otherwise receiving actual notice of such a conviction.

### **Responsive Action**

Within 30 days of receiving notice from an employee of a criminal drug statute conviction for a violation occurring in the workplace, the college shall, with respect to any employee who is so convicted: (1) take appropriate personnel action against such an employee, up to and including termination; or (2) require such employee to participate satisfactorily in a drug abuse assistance or a rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

### **Drug Free Schools and Communities Act (DFSCA) Compliance**

Ozark Christian College's Drug and Alcohol Abuse Prevention Program (DAAPP) located at [occ.edu/daapp](http://occ.edu/daapp) is emailed via the Employee Monday Memo and Student Newsletter to all employees and all students at the beginning of both the fall and spring academic semesters. A copy of the most current DAAPP can also be reviewed and obtained by contacting the Community Standards Office.

- Contact the Senior Director of Community Standards by dialing 417.626.1208, or in person at the Community Standards office located in the Casteel Administration building (AC160).
- Contact the Human Resources Director by dialing 417.626.1236, or in person at the Human Resources office located in the Casteel Administration Building (AN128).

Additional alcohol and drug policies, standards of conduct, applicable disciplinary sanctions, health risks, counseling and treatment, processes, goals, and objectives can be found within the DAAPP at [occ.edu/daapp](http://occ.edu/daapp). The biennial report, developed in accordance with the Drug Free Schools and Communities Act (DFSCA) of 1989, can also be obtained by contacting the Senior Director of Community Standards, as outlined above. The college's most recent DFSCA Biennial Review was conducted in 2022.

## **ALCOHOL AND OTHER DRUGS (AOD) EDUCATION AND OUTREACH**

Drug and alcohol education are provided in a variety of settings:

- OCC's annual all-student policy meeting
- New student orientation within the First Year Student Success Class
- New employee orientation provided by the Human Resources Director
- Many biblical and practical ministry courses teach and discuss the Christian's responsibility as it relates to alcohol and drug use and abuse
- Many counseling courses have sections on drug and alcohol abuse
- Residence Director and Resident Assistant training opportunities
- Varsity athletics provides educational opportunities for student athletes



OCC's Christian culture is committed to providing a healthy, safe learning environment for its students, employees, and guests. Maintaining a healthy lifestyle is a way to honor Christ and serve as a witness to him. It is the desire of Ozark Christian College that students and employees exhibit a Christian lifestyle, both on and off campus.

A student's purchase, possession, or use of alcohol, marijuana, CBD, cannabis-derived products, low-level hemp products, tobacco, e-cigarettes, JUUL, vaping devices, or illegal drugs is prohibited on and off campus. The inappropriate possession or use of over-the-counter drugs, prescription drugs, or propellants is prohibited on and off campus. OCC is a drug-free, alcohol-free, smoke-free, and vape-free campus. Students are to use discretion if attending restaurants, gatherings, or events where alcohol is served. Students are not permitted to attend bars, clubs, or other venues where primarily alcohol is served. For the Drug and Alcohol Abuse Prevention Program, go to [occ.edu/daapp](http://occ.edu/daapp).

## **PREVENTING AND RESPONDING TO DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, AND STALKING**

### **SEXUAL MISCONDUCT POLICIES, SERVICES, RESOURCES, AND PROTOCOLS**

Ozark Christian College prohibits the crimes of domestic violence, dating violence, sexual assault, stalking, or other forms of sexual misconduct. Offenders may be subject to appropriate campus adjudication processes, disciplinary action, and/or criminal proceedings. OCC utilizes procedures that provide prompt, fair, and impartial investigation and resolution in cases involving domestic violence, dating violence, sexual assault, and stalking. These procedures are carried out by officials who receive specific annual training on the issues related to dating violence, domestic violence, sexual assault, and stalking and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.

Sexual violence is a form of sexual harassment and services are available to students and employees who experience sexual violence, domestic violence, dating violence, and instances of stalking.

In these situations, OCC is committed to providing crisis intervention measures for students and employees as well as appropriate administrative response for the complainant and respondent; referring individuals to criminal authorities; and educating and promoting discussion on interpersonal abuse and violence issues. The college's process does not preclude adjudication under state law.

Ozark Christian College prohibits retaliation by its officers, employees, students, or agents against a person who exercises their rights or responsibilities under any provision of federal or state law, including Title IX and the Violence Against Women Reauthorization Act (VAWA), or this policy.

Title IX complaints, including those reporting violence or concerned about OCC's compliance with Title IX or Department of Education policies, may be directed to the Title IX coordinator or the Office for Civil Rights, U.S. Department of Education.

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

### ***Domestic Violence***

- i. A felony or misdemeanor crime of violence committed—
  - a. By a current or former spouse or intimate partner of the victim
  - b. By a person with whom the victim shares a child in common
  - c. By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner
  - d. 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
  - e. 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
- ii. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

### ***Definition of a Crime of Violence***

According to Section 16 of Title 18 of the United States Code, the term "crime of violence" means:

- i. An offense that has an element of the use, attempted use, or threatened use of physical force against the person or property of another, or,
- ii. Any other offense that is a felony and that, by its nature, involves a substantial risk that physical force against the person or property of another may be used in the course of committing the offense

### ***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.

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

### ***Sexual Assault***

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

- Rape is defined as the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- Fondling is defined as the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- Incest is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- Statutory Rape is defined as sexual intercourse with a person who is under the statutory age of consent.

**Stalking**

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

**Jurisdictional Definitions of Domestic Violence, Dating Violence, Sexual Assault, and Stalking**

Crime Type (Missouri Revised Statutes)	Definitions
<b>Dating Violence</b>	The institution has determined, based on good-faith research, that Missouri law does not define the term dating violence.
<b>Domestic Violence</b>	<p>Missouri’s protective order statutes provide the following definitions (Mo. Rev. Stat. § 455.010):</p> <ul style="list-style-type: none"> <li>● “Domestic violence” is abuse or stalking committed by a family or household member.</li> <li>● “Family” or “household member,” [includes] spouses, former spouses, any person related by blood or marriage, persons who are presently residing together or have resided romantic or intimate nature with the victim, and anyone who has a child in common regardless of whether they have been married or have resided together at any time.</li> </ul> <p>In addition, Missouri criminal statutes include various degrees of the crime “Domestic Assault” as follows:</p> <ul style="list-style-type: none"> <li>● Domestic Assault, First Degree (Mo. Rev. Stat. § 565.072): A person commits the offense of domestic assault in the first degree if he or she attempts to kill</li> </ul>

Crime Type (Missouri Revised Statutes)	Definitions
	<p>or knowingly causes or attempts to cause serious physical injury to a domestic victim, as the term “domestic victim” is defined under section 565.002.</p> <ul style="list-style-type: none"> <li>○ Mo Rev. Stat. § 565.002(6) indicates that a “domestic victim” is a household or family member as the term “family” or “household member” is defined in 455.010, including any child who is a member of the household or family.</li> <li>● Domestic Assault in the Second Degree (Mo. Rev. Stat. § 565.073): A person commits the offense of domestic assault in the second degree if the act involves a domestic victim, as the term “domestic victim” is defined under section 565.002, and he or she: (1) Knowingly causes physical injury to such domestic victim by any means, including but not limited to, use of a deadly weapon or dangerous instrument, or by choking or strangulation; or (2) Recklessly causes serious physical injury to such domestic victim; or (3) Recklessly causes physical injury to such domestic victim by means of any deadly weapon.</li> <li>● Domestic Assault, Third Degree (Mo. Rev. Stat. § 565.074): A person commits the offense of domestic assault in the third degree if he or she attempts to cause physical injury or knowingly causes physical pain or illness to a domestic victim, as the term “domestic victim” is defined under section 565.002.</li> <li>● Domestic Assault in the Fourth Degree (Mo. Rev. Stat. § 565.076): A person commits the offense of domestic assault in the fourth degree if the act involves a domestic victim, as the term “domestic victim” is defined under section 565.002, and: (1) The person attempts to cause or recklessly causes physical injury, physical pain, or illness to such domestic victim; (2) With criminal negligence the person causes physical injury to such domestic victim by means of a deadly weapon or dangerous instrument; (3) The person purposely places such domestic victim in apprehension of immediate physical injury by any means; (4) The person recklessly engages in conduct which creates a substantial risk of death or serious physical injury to such domestic victim; (5) The person knowingly causes physical contact with such domestic victim knowing he or she will regard the contact as offensive; or (6) The person knowingly attempts to cause or causes the isolation of such domestic victim by unreasonably and substantially restricting or limiting his or her access to other persons, telecommunication devices or transportation for the purpose of isolation.</li> </ul>
<p><b>Sexual Assault</b></p>	<p>The institution has determined, based on good-faith research that Missouri’s criminal statutes do not define the term sexual assault.</p> <p>However, Missouri’s protective order statutes indicate that “sexual assault” means causing or attempting to cause another to engage involuntarily in any sexual act by force, threat of force, duress, or without that person’s consent. (Mo. Rev. Stat. § 455.010(1)(e)).</p> <p><b>Rape, Fondling, Incest, Statutory Rape:</b>  For purposes of the Clery Act, the term “sexual assault” includes the offenses of rape, fondling, incest, and statutory rape. These definitions under Missouri law are as follows:</p> <ul style="list-style-type: none"> <li>● Rape in the First Degree (Mo. Rev. Stat. § 566.030.1): A person commits the offense of rape in the first degree if he or she has sexual intercourse with another person who is incapacitated, incapable of consent, or lacks the</li> </ul>

Crime Type (Missouri Revised Statutes)	Definitions
	<p>capacity to consent, or by the use of forcible compulsion. Forcible compulsion includes the use of a substance administered without a victim’s knowledge or consent which renders the victim physically or mentally impaired so as to be incapable of making an informed consent to sexual intercourse.</p> <ul style="list-style-type: none"> <li>● Rape in the Second Degree (Mo. Rev. Stat. § 566.030.1): A person commits the offense of rape in the second degree if he or she has sexual intercourse with another person knowing that he or she does so without that person’s consent.</li> <li>● Fondling: The institution has determined, based on good-faith research, that Missouri law does not define the term fondling.</li> <li>● Incest (Mo. Rev. Stat. § 568.020.1): A person commits the offense of incest if he or she marries or purports to marry or engages in sexual intercourse or deviate sexual intercourse with a person he or she knows to be, without regard to legitimacy, his or her: (1) Ancestor or descendant by blood or adoption; or (2) Stepchild, while the marriage creating that relationship exists; or (3) Brother or sister of the whole or half-blood; or (4) Uncle, aunt, nephew or niece of the whole blood.</li> <li>● Statutory Rape, First Degree (Mo. Rev. Stat. § 566.032.1): A person commits the offense of statutory rape in the first degree if he or she has sexual intercourse with another person who is less than fourteen years of age.</li> <li>● Statutory Rape, Second Degree (Mo. Rev. Stat. § 566.034.1): A person commits the offense of statutory rape in the second degree if being twenty-one years of age or older, he or she has sexual intercourse with another person who is less than seventeen years of age.</li> </ul>
<b>Stalking</b>	<ul style="list-style-type: none"> <li>● Stalking, First Degree (Mo. Rev. Stat. § 565.225): A person commits the offense of stalking in the first degree if he or she purposely, through his or her course of conduct, disturbs or follows with the intent of disturbing another person and: (1) Makes a threat communicated with the intent to cause the person who is the target of the threat to reasonably fear for his or her safety, the safety of his or her family or household member, or the safety of domestic animals or livestock as defined in section 276.606 kept at such person’s residence or on such person’s property. The threat shall be against the life of, or a threat to cause physical injury to, or the kidnapping of the person, the person’s family or household members, or the person’s domestic animals or livestock as defined in section 276.606 kept at such person’s residence or on such person’s property; or (2) At least one of the acts constituting the course of conduct is in violation of an order of protection and the person has received actual notice of such order; or (3) At least one of the actions constituting the course of conduct is in violation of a condition of probation, parole, pretrial release, or release on bond pending appeal; or (4) At any time during the course of conduct, the other person is seventeen years of age or younger and the person disturbing the other person is twenty-one years of age or older; or (5) He or she has previously been found guilty of domestic assault, violation of an order of protection, or any other crime where the other person was the victim; or (6) At any time during the course of conduct, the other person is a participant of the address confidentiality program under sections 589.660 to 589.681, and the person disturbing the other person knowingly accesses or attempts to access the address of the other person.</li> </ul>

Crime Type (Missouri Revised Statutes)	Definitions
	<ul style="list-style-type: none"> <li>● Stalking, Second Degree (Mo. Rev. Stat. § 565.227.1): A person commits the offense of stalking in the second degree if he or she purposely, through his or her course of conduct, disturbs, or follows with the intent to disturb another person.</li> </ul> <p>As used in the definitions of stalking above, the term “disturbs” shall mean to engage in a course of conduct directed at a specific person that serves no legitimate purpose and that would cause a reasonable person under the circumstances to be frightened, intimidated, or emotionally distressed.</p>
<p><b>Other “Sexual Assault” Crimes</b></p>	<p>Other crimes under Missouri law that may be classified as a “sexual assault” include the following:</p> <ul style="list-style-type: none"> <li>● Sodomy in the First Degree (Mo. Rev. Stat. § 566.060.1): A person commits the offense of sodomy in the first degree if he or she has deviate sexual intercourse with another person who is incapacitated, incapable of consent, or lacks the capacity to consent, or by the use of forcible compulsion. Forcible compulsion includes the use of a substance administered without a victim’s knowledge or consent which renders the victim physically or mentally impaired so as to be incapable of making an informed consent to sexual intercourse.</li> <li>● Sodomy in the Second Degree (Mo. Rev. Stat. § 566.061.1): A person commits the offense of sodomy in the second degree if he or she has deviate sexual intercourse with another person knowing that he or she does so without that person’s consent.</li> <li>● Statutory Sodomy, First Degree (Mo. Rev. Stat. § 566.062.1): A person commits the offense of statutory sodomy in the first degree if he or she has deviate sexual intercourse with another person who is less than fourteen years of age.</li> <li>● Statutory Sodomy, Second Degree (Mo. Rev. Stat. § 566.064.1): A person commits the offense of statutory sodomy in the second degree if being twenty-one years of age or older, he or she has deviate sexual intercourse with another person who is less than seventeen years of age.</li> <li>● Child Molestation, First Degree (Mo. Rev. Stat. § 566.067.1): A person commits the offense of child molestation in the first degree if he or she subjects another person who is less than fourteen years of age to sexual contact and the offense is an aggravated sexual offense.</li> <li>● Child Molestation, Second Degree (Mo. Rev. Stat. § 566.068.1): A person commits the offense of child molestation in the second degree if he or she: (1) Subjects a child who is less than twelve years of age to sexual contact; or (2) Being more than four years older than a child who is less than seventeen years of age, subjects the child to sexual contact and the offense is an aggravated sexual offense.</li> <li>● Child Molestation, Third Degree (Mo. Rev. Stat. § 566.069.1): A person commits the offense of child molestation in the third degree if he or she subjects a child who is less than fourteen years of age to sexual contact.</li> <li>● Child Molestation, Fourth Degree (Mo. Rev. Stat. § 566.071.1): A person commits the offense of child molestation in the fourth degree if, being more than four years older than a child who is less than seventeen years of age, subjects the child to sexual contact.</li> <li>● Sexual Misconduct Involving a Child (Mo. Rev. Stat. § 566.083.1): A person commits the offense of sexual misconduct involving a child if such person: (1) Knowingly exposes his or her genitals to a child less than fifteen years of age</li> </ul>

Crime Type (Missouri Revised Statutes)	Definitions
	<p>under circumstances in which he or she knows that his or her conduct is likely to cause affront or alarm to the child; (2) Knowingly exposes his or her genitals to a child less than fifteen years of age for the purpose of arousing or gratifying the sexual desire of any person, including the child; (3) Knowingly coerces or induces a child less than fifteen years of age to expose the child's genitals for the purpose of arousing or gratifying the sexual desire of any person, including the child; or (4) Knowingly coerces or induces a child who is known by such person to be less than fifteen years of age to expose the breasts of a female child through the internet or other electronic means for the purpose of arousing or gratifying the sexual desire of any person, including the child.</p> <ul style="list-style-type: none"> <li>● Sexual Misconduct, First Degree (Mo. Rev. Stat. § 566.093.1): A person commits the offense of sexual misconduct in the first degree if such person: (1) Exposes his or her genitals under circumstances in which he or she knows that his or her conduct is likely to cause affront or alarm; (2) Has sexual contact in the presence of a third person or persons under circumstances in which he or she knows that such conduct is likely to cause affront or alarm; or (3) Has sexual intercourse or deviate sexual intercourse in a public place in the presence of a third person.</li> <li>● Second Degree Sexual Misconduct (Mo. Rev. Stat. § 566.095.1): A person commits the offense of sexual misconduct in the second degree if he or she solicits or requests another person to engage in sexual conduct under circumstances in which he or she knows that such request or solicitation is likely to cause affront or alarm.</li> <li>● Sexual Abuse in the First Degree (Mo. Rev. Stat. § 566.100.1): A person commits the offense of sexual abuse in the first degree if he or she subjects another person to sexual contact when that person is incapacitated, incapable of consent, or lacks the capacity to consent, or by the use of forcible compulsion.</li> <li>● Sexual Abuse, Second Degree (Mo. Rev. Stat. § 566.101.1): A person commits the offense of sexual abuse in the second degree if he or she purposely subjects another person to sexual contact without that person's consent.</li> </ul>
<p><b>Consent (as it relates to sexual activity)</b> Mo. Rev. Stat. § 556.061(14).</p>	<p>Consent or lack of consent may be expressed or implied. Assent does not constitute consent if: (a) It is given by a person who lacks the mental capacity to authorize the conduct charged to constitute the offense and such mental incapacity is manifest or known to the actor; or (b) It is given by a person who by reason of youth, mental disease or defect, intoxication, a drug-induced state, or any other reason is manifestly unable or known by the actor to be unable to make a reasonable judgment as to the nature or harmfulness of the conduct charged to constitute the offense; or (c) It is induced by force, duress or deception.</p>

In addition to the definition of consent under Missouri law, the college uses the following definition of consent for the purpose of determining whether a violation of its Sexual Misconduct Policy has occurred:

**OCC's Definition of Consent**

Consent is an affirmative agreement through clear actions or words to engage in intimate activity. A person who is incapacitated, unconscious, unaware, or otherwise helpless cannot

consent to sexual activity. One who is coerced, a minor, incapacitated due to disability, intoxicated, under the influence of drugs, or asleep cannot consent. Consent is active, not passive. Silence, in and of itself, cannot be interpreted as consent. Previous relationships or prior consent cannot imply consent to future sexual acts. Consent can be withdrawn once given if the withdrawal is clearly communicated.

Under Missouri law, lack of consent for criminal purposes results when a person is incapacitated, incapable of consent, or lacks the capacity to consent, or by the use of forcible compulsion. "Forcible compulsion" includes the use of a substance administered without a victim's knowledge or consent, which renders the victim physically or mentally impaired so as to be incapable of making an informed consent. Mo. Rev. Stat. § 566.030.

If a person is below the minimum age of consent in the applicable jurisdiction, there cannot be consent. In Missouri, the minimum age of consent is 17 years of age.

In addition to Missouri law, the following are essential to understanding what constitutes effective consent under the policy:

- If coercion, intimidation, threats, and/or physical force are used, there is no consent.
- If a person's physical or mental disability renders them incapable of understanding the fact, nature, or extent of the sexual situation, there is no consent.
- If a person is impaired by alcohol or drugs such that the person cannot understand the fact, nature, or extent of the sexual situation, there is no consent.
- If a person is asleep or unconscious, there is no consent.
- Consent to one form of sexual activity does not imply consent to other forms of sexual activity.
- Consent can be withdrawn. A person who initially consents to sexual activity is deemed not to have consented to any sexual activity that occurs after he or she withdraws consent.
- Consent may be deemed invalid when it is obtained in circumstances where one party exercised a position of direct authority or control over another.

A victim is not required to affirmatively/physically resist or say "stop" in order for there to be Sexual Violence/Assault.

### **HOW TO BE AN ACTIVE BYSTANDER**

Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.

Bystanders play a critical role in the prevention of sexual and relationship violence. They are "individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it." We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to



do even if we want to help. Below is a list of some ways to be an active bystander. Further information regarding bystander intervention may be found under Assault Prevention & Resources on the Title IX page of the [my.occ.edu](http://my.occ.edu) portal. If you or someone else is in immediate danger, call 911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

- Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are okay.
- Be direct, delegate responsibility, or cause a distraction when you see a person secludes, hits on, tries to make out with, or has sex with people who are incapacitated.
- Intervene when someone discusses plans to take sexual advantage of another person.
- Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
- Refer people to on-campus or off-campus resources listed in this document on pages 51 to 54 for support in health, counseling, or with legal assistance.

*(Bystander intervention strategies adapted from Stanford University)*

## RISK REDUCTION

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

- **Be aware** of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
- Try to **avoid isolated areas**. It is more difficult to get help if no one is around.
- **Walk with purpose**. Even if you don't know where you are going, act like you do.
- **Trust your instincts**. If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.
- **Try not to load yourself down** with packages or bags as this can make you appear more vulnerable.
- **Make sure your cell phone is with you** and charged and you have a way to leave a bad situation.
- **Don't allow yourself to be isolated** with someone you don't trust or someone you don't know.
- **Avoid putting headphones in both ears** so that you can be more aware of your surroundings, especially if you are walking alone.
- **Avoid people who don't listen to you**, ignore personal space boundaries, etc.
- **Only attend gatherings with friends you trust** and avoid alcohol and drugs.
- **Know your sexual intentions and limits** and communicate those limits firmly and directly.
- **Honor your commitment to purity** and save sex for marriage.
- **When you go to a social gathering, go with a group of friends**. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
- **Trust your instincts**. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911).
- **Don't leave your drink unattended** while talking, using the restroom, or making a phone call. If you've left your drink alone, just get a new one.

- **Don't accept drinks from people you don't know or trust.** If you choose to accept a drink, watch it being poured, and carry it yourself.
- **Watch out for your friends, and vice versa.** If a friend acts out of character, get him or her to a safe place immediately.
- **Be aware of predatory drugs.** If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).

If you need to get out of an uncomfortable or scary situation, here are some things that you can try:

- **Remember that being in this situation is not your fault.** You did not do anything wrong; it is the person who is making you uncomfortable that is to blame.
- **Be true to yourself.** Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.
- **Have a code word with your friends or family** so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
- **Make excuses** to leave. Some excuses you could use are needing to take care of a friend or family member, not feeling the best, having somewhere else that you need to be, etc.
- **Try to think of an escape route.** How would you try to get out of the room? Where are the doors?

### **PROGRAMS TO PREVENT DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, AND STALKING**

The college is tasked with engaging in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking that:

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

Ozark Christian College's educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students that:

- A. Clearly communicate that the institution prohibits the crimes of domestic violence, dating violence, sexual assault, and stalking (as defined by the Clery Act)
- B. Provide the definitions of domestic violence, dating violence, sexual assault, and stalking according to any applicable jurisdictional definitions of these terms
- C. Define consent and describe what behaviors and actions constitute consent, in reference to sexual activity as defined by the student and employee codes of conduct
- D. Provide a description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of

potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene

- E. Provide information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence
- F. Provide an overview of information contained in the Annual Security and Fire Safety Report in compliance with the Clery Act
- G. Provide information regarding:
  1. procedures victims should follow if a crime of domestic violence, dating violence, sexual assault, or stalking occurs (as described in “Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking Occurs” elsewhere in this Annual Report)
  2. how the institution will protect the confidentiality of victims and other necessary parties (as described in “Assistance for Victims - Rights and Options” elsewhere in this Annual Report)
  3. existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both in the institution and in the community (as described in “Assistance for Victims: Rights and Options” elsewhere in this Annual Report)
  4. options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures (as described in “Assistance for Victims - Rights and Options” elsewhere in this Annual Report)
  5. procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking (as described in “Adjudication of Violations” elsewhere in this Annual Report).

Ozark Christian College has developed an annual educational campaign consisting of: primary and ongoing prevention and awareness training for all new students and all employees; participation in and presenting information and materials in student orientation programs; presenting programs throughout the year and upon request; and may include sessions such as campus speaker series, small group training/awareness sessions.

<b>2022 SAFETY, PREVENTION, AND AWARENESS PROGRAMS</b>		
<b>TYPE/DATE</b>	<b>PROGRAM NAME</b>	<b>AUDIENCE</b>
Ongoing Throughout 2022	OCC Sexual Assault Prevention Training	New Employees
Safety Ongoing Throughout 2022	OCC Campus Safety Authority Training	New Employees
Ongoing Throughout 2022	DFSCA Introduction	New Employees
Primary 1/16/2022	Active Shooter Training Run – Hide – Fight	New Students

**2022 SAFETY, PREVENTION, AND AWARENESS PROGRAMS**

<b>TYPE/DATE</b>	<b>PROGRAM NAME</b>	<b>AUDIENCE</b>
Primary 1/16/2022	Sexual Assault Prevention Introduction, Tips, and Resources	New Students
Primary 1/16/2022	DFSCA Introduction	New Students
Primary 1/16/2022	Bystander Intervention Introduction	New Students
Safety Primary 1/16/2022	Situational Awareness Introduction	New Students
Ongoing 1/28,29/2022	Mental Health First Aid	All Students
Ongoing 8 Thursdays in February and March 2022	Undeclared Men's Sexual Integrity Group	Male Students
Ongoing 2/13,14/2022	Healthy Relationship Retreat	Dating/Engaged Couples
Safety 3/7/2022	Tornado Drill	All Campus
Ongoing 4/5/2022	Mosaic – "A Conversation on Manhood and Womanhood"	All Campus
Ongoing 4/6/2022	Sexual Integrity Group for Women Interest Meeting	Female Students
Safety Ongoing 8/22/2022	Active Shooter Introduction Run – Hide – Fight	All Students
Ongoing 8/22/2022	Sexual Assault Prevention Introduction, Tips, and Resources	All Students
Ongoing 8/22/2022	DFSCA Introduction	All Students
Ongoing 8/22/2022	Bystander Intervention Introduction	All Students
Safety Primary 8/30,31 & 9/1,2/2022	Active Shooter Training Run – Hide – Fight	New Students
Primary 8/30,31 & 9/1,2/2022	Sexual Assault Prevention Training Tips and Resources	New Students
Primary 8/30,31 & 9/1,2/2022	DFSCA Introduction	New Students
Primary 8/30,31 & 9/1,2/2022	Bystander Intervention Introduction	New Students
Safety Primary 8/30,31 & 9/1,2/2022	Situational Awareness Introduction	New Students
Safety Ongoing 10/14/2022	Active Shooter Drill	All Campus
Ongoing 8/16,17/2022	Suicide Prevention Seminar	All Students
Ongoing 8 Thursdays in September and October 2022	Undeclared Men's Sexual Integrity Group	Male Students
Ongoing 8 Thursdays in September and October 2022	Undeclared Women's Sexual Integrity Group	Female Students

<b>2022 SAFETY, PREVENTION, AND AWARENESS PROGRAMS</b>		
<b>TYPE/DATE</b>	<b>PROGRAM NAME</b>	<b>AUDIENCE</b>
Ongoing 9/5/2022	Mosaic Lunch: "A Conversation on Roe vs. Wade"	All Students
Ongoing 9/10,17/2022	Student Newsletter Campus Safety Tips "Risk Reduction"	All Students
Ongoing 12/5,12/2022	Student Newsletter "Alcohol Use and Abuse Awareness"	All Students

### **PERSONAL SAFETY AND SELF-DEFENSE PROGRAMS**

Safety and security related programs are part of the programming that Student Affairs staff coordinate throughout the year (as indicated by "safety" in the chart above). Specific safety and security tips and reminders are published periodically in the Student Newsletter or in the form of Security Memos. An all-student safety and policy meeting is held each fall semester to inform students on safety and policy issues. These resources provide vital information on how to reduce the likelihood of being a victim of crime or sexual assault.

### **PROCEDURES VICTIMS SHOULD FOLLOW IF A CRIME OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, OR STALKING OCCURS**

A guiding principle in the reporting of domestic violence, dating violence, sexual assault, and stalking is to avoid possible revictimizing of the complainant by forcing the individual into any plan of action. It is recommended that a person who has experienced domestic violence, dating violence, sexual assault, or stalking consider each of the following: (Victims will be notified in writing of the procedures to follow.)

1. Getting to a safe place.
2. Avoiding the destruction of evidence by bathing, douching, changing clothes, or cleaning up in any way. Preserve evidence in a paper bag for possible future action. Also, keep copies of emails, text messages, voice messages and social media messages.
3. Pursuing medical treatment. Post-assault medical care can be performed at a local emergency room. Both Joplin hospitals (Freeman Hospital, 1102 West 32nd Street, Joplin, Missouri, or Mercy Hospital, 100 Mercy Way, Joplin, Missouri) have a specialized examiner who can complete an exam for victims of sexual violence. Such an exam can help the victim receive an appropriate medical assessment and treatment and can preserve evidence for possible future action.
4. Pursuing counseling services with appropriate agencies (e.g., the OCC Counseling Center or other local private providers). Calling someone that is known and trusted, such as a friend or counselor, and discussing with this person the assault can help to evaluate the trauma to sort out next steps.
5. Making a police report. You can initiate a campus and/or criminal complaint. You may obtain assistance from campus authorities in this notification.
6. Making a report to a campus security authority (CSA) or Title IX Coordinator at 417-626-1208.

7. Making an anonymous report. An anonymous report notifies officials that an act of sexual violence has occurred but gives no names or identification.

### **Consider Filing a Police Report**

A report to the police can empower the complainant by exercising their legal rights and can aid in the protection of others. OCC staff will encourage the complainant to file a police report and will assist the complainant in notifying the police if requested. The police will then advise the complainant of the legal process.

There may be consequences to waiting to file a police report. Early reports may improve the preparation of a viable prosecution. Filing a police report immediately following the incident does not force the complainant to file charges and prosecute the respondent. However, it does aid in the preservation of valuable evidence if the complainant decides to pursue charges at a later date. The State's Attorney makes all decisions regarding the prosecution of alleged crimes reported to law enforcement.

### **Alternatives to Immediately Filing a Police Report**

1. Report the crime at a later date.
2. Make a complaint to the Title IX Coordinator, Human Resources Director, or a CSA. Such a complaint may be used for actions which include, but are not limited to, on-campus administrative proceedings.
3. Make an anonymous report (a report that notifies officials that a domestic violence, dating violence, sexual assault, or stalking incident has occurred, but gives no names or identification).
4. Contact the Title IX Coordinator for more information concerning the administrative process. Students may reference the campus Title IX Policy located at [occ.edu/titleix](http://occ.edu/titleix). Employees may consult with the Human Resources Director or the Title IX Coordinator. If the complainant does not choose to file a police report, s/he may still file an administrative complaint.
5. Support may also be sought from various community resources such as
  - a. Lafayette House: 1809 S Connor Ave, Joplin, 800.416.1772. Lafayette House will provide a victim's advocate (go to hospital if requested by the victim) and other resources, or
  - b. Ozark Center Crisis Services: 305 Virginia Ave., Joplin, 800.247.0661, 417.347.7720 (24/7 crisis helpline). The complainant may decline to notify campus police and campus authorities.

### **Ongoing Care**

Students and employees may seek assistance at any time from the OCC Counseling Center. Referrals may be made on behalf of either the complainant or respondent to various support agencies. Students and employees may seek assistance from OCC's Student Health Services. Additionally, the Title IX Coordinator may provide supplementary information.

### **Orders of Protection**

Depending on the incident, the college may issue a no contact order to prevent contact between two individuals. You may request a no contact order from the college Title IX Coordinator. In addition, you may request an Order of Protection from the State of Missouri.

1. Victims may obtain an Adult Order of Protection, which provides protective relief for victims of domestic violence, stalking, or sexual assault. Information about Adult Orders of Protection may be found at [courts.mo.gov/page.jsp?id=533](https://courts.mo.gov/page.jsp?id=533).
2. A protection order may be obtained by filing a petition with the court. Courts can issue two types of orders: (1) Ex Parte Orders, which act as a temporary emergency order to protect a victim, for up to 15 days, until a court hearing, and (2) Full Orders of Protection, which may be issued for up to one year. Additional information about the orders may be found at [courts.mo.gov/file.jsp?id=69655](https://courts.mo.gov/file.jsp?id=69655).
  - a. A Petition for Order of Protection should be filed at the Jasper County Court House. The address is: 633 South Pearl Avenue, Joplin, MO 64801. The phone number is 417.625.4310. More information is available at [jaspercounty.org/courts/exparte.html](https://jaspercounty.org/courts/exparte.html).
  - b. The circuit court clerk's office can provide the necessary forms and may assist in completing the forms. Forms may also be found online at [courts.mo.gov/file.jsp?id=537](https://courts.mo.gov/file.jsp?id=537). A victim should be prepared to present documentation and/or other forms of evidence when filing for an order of protection.
  - c. Victims may also contact local domestic violence and sexual assault advocates for assistance in obtaining a protection order.
3. When a protection order is granted, it is enforceable statewide. If you have obtained a protection order and need it to be enforced in your area, you should contact the local police department.
4. Any student or employee who has a restraining order, order of protection, no contact order or any other such order issued by a court against another individual (whether or not that individual is also a student or employee of the college) is highly encouraged to notify the Title IX Coordinator of the threat and to provide a copy of the restraining order so that it is kept on file with the OCC Security Department and can be enforced, if necessary. OCC will honor the order and do everything possible to ensure the safety of the victim.

**PROCEDURES THE COLLEGE WILL FOLLOW WHEN A CRIME OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT OR STALKING IS REPORTED**

The college has procedures in place that serve to be sensitive to victims who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges; as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, and other services on- and/or off-campus; as well as additional remedies to prevent contact between a complainant and an accused party, such as housing, academic, transportation and working accommodations, if reasonably available. The college will make such accommodations, if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to local law enforcement. Students and employees should contact the Title IX Coordinator (office: Casteel Administration Building, CA160; phone: 417.626.1208) by calling, writing, or coming into the office to report in person. The Title IX Coordinator will collaborate and coordinate with the Human Resources Director for employee cases.

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

Incident Being Reported	Procedures Institution Will Follow
<b>Sexual Assault</b>	<ol style="list-style-type: none"> <li>1. Depending on when reported (immediate vs delayed report), institution will provide victim with access to medical care</li> <li>2. Institution will assess immediate safety needs of victim</li> <li>3. Institution will assist victim with contacting local police if complainant requests AND provide the victim with contact information for local police department</li> <li>4. Institution will provide victim with referrals to on- and off-campus mental health providers</li> <li>5. Institution will assess need to implement interim or long-term protective measures, if appropriate</li> <li>6. Institution will provide the victim with a written explanation of the victim's rights and options</li> <li>7. Institution will provide a no contact order to both parties if deemed appropriate</li> <li>8. Institution will provide written instructions on how to apply for Protective Order</li> <li>9. Institution will provide a copy of the policy applicable to Sexual Assault to the victim and inform the victim regarding timeframes for inquiry, investigation, and resolution</li> <li>10. Institution will inform the victim of the outcome of the investigation, whether or not the accused will be administratively charged, and what the outcome of the hearing is</li> <li>11. Institution will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for reporting sex-based discrimination or for assisting in the investigation</li> </ol>
<b>Stalking</b>	<ol style="list-style-type: none"> <li>1. Institution will assess immediate safety needs of victim</li> <li>2. Institution will assist victim with contacting local police if complainant requests AND provide the victim with contact information for local police department</li> <li>3. Institution will provide written instructions on how to apply for Protective Order</li> <li>4. Institution will provide written information to victim on how to preserve evidence</li> <li>5. Institution will assess need to implement interim or long-term protective measures to protect the victim, if appropriate</li> <li>6. Institution will provide the victim with a written explanation of the victim's rights and options</li> <li>7. Institution will provide a no contact order to both parties if deemed appropriate</li> </ol>
<b>Dating Violence</b>	<ol style="list-style-type: none"> <li>1. Institution will assess immediate safety needs of victim</li> <li>2. Institution will assist victim with contacting local police if victim requests AND provide the victim with contact information for local police department</li> <li>3. Institution will provide written instructions on how to apply for Protective Order</li> <li>4. Institution will provide written information to victim on how to preserve evidence</li> <li>5. Institution will assess need to implement interim or long-term protective measures to protect the victim, if appropriate</li> <li>6. Institution will provide the victim with a written explanation of the victim's rights and options</li> <li>7. Institution will provide a no contact order to both parties if deemed appropriate</li> </ol>



Incident Being Reported	Procedures Institution Will Follow
Domestic Violence	<ol style="list-style-type: none"> <li>1. Institution will assess immediate safety needs of victim</li> <li>2. Institution will assist victim with contacting local police if victim requests AND provide the victim with contact information for local police department</li> <li>3. Institution will provide written instructions on how to apply for Protective Order</li> <li>4. Institution will provide written information to victim on how to preserve evidence</li> <li>5. Institution will assess need to implement interim or long-term protective measures to protect the victim, if appropriate</li> <li>6. Institution will provide the victim with a written explanation of the victim's rights and options</li> <li>7. Institution will provide a no contact order to both parties if deemed appropriate</li> </ol>

**Facilitated Anonymous Reporting through the Counseling Center/Pastoral Counselors**

Professional counselors assigned to the Counseling Center and practicing pastoral counselors are confidential resources and do not report incidents. In their capacity and function, they do not make identifiable reports of incidents to the official on-campus resources unless the student or employee specifically requests them to do so; however, the college encourages counselors to inform students and employees that they can report incidents of crime to the Security Department, which can be done directly or anonymously. Students and employees may request the Counseling Center to facilitate anonymous reporting using an internal form designed to capture general details about the incident (date, time, location, and brief description of the incident type) for inclusion in the college's Annual Security and Fire Safety Report. The college does not provide confidential or anonymous reporting outside of this entity. The amount of detail provided may enable the college to initiate an investigation into the circumstances surrounding the report. Such an investigation may jeopardize the anonymity of the reporting person or complainant.

**Assistance for Victims - Rights & Options**

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

Such written information will include:

- the procedures victims should follow if a crime of dating violence, domestic violence, sexual assault, or stalking has occurred
- information about how the institution will protect the confidentiality of victims and other necessary parties
- a statement that the institution will provide written notification to students and employees about victim services in the institution and in the community
- a statement regarding the institution's provisions about options for, available assistance in, and how to request accommodations and protective measures, and
- an explanation of the procedures for institutional disciplinary action

## **Accommodations and Protective Measures Available for Victims**

Upon receipt of a report of domestic violence, dating violence, sexual assault, or stalking, OCC will provide written notification to victims about options for, and available assistance in, changing academic, living, transportation, and working situations or protective measures. If victims request these accommodations or protective measures and they are reasonably available the college will provide them, regardless of whether the victim chooses to report the crime to the college Security Department or local police. The Vice President of Student Affairs in consultation with other appropriate college officials, are responsible for determining what, if any, accommodations, or protective measures will be implemented. When considering the reasonableness of such a request, the following factors, and potentially others, may be considered:

- The specific need expressed by the complainant
- The age of the students involved
- The severity or pervasiveness of the allegations
- Any continuing effects on the complainant
- Whether the complainant and alleged perpetrator share the same class, Dining Hall, or job location
- Whether other judicial measures have been taken to protect the complainant (e.g., civil protection orders)

Examples of options for a potential change to the academic situation may be to transfer to a different section of a class, withdraw and take a class at another time if there is no option for moving to a different section, etc. Potential changes to living situations may include moving to a different room or residence hall. Possible changes to work situations may include changing working hours. Possible changes in transportation may include having the student or employee park in a different location, assisting the student or employee with a safety escort, etc. Issuance of a no contact order to both parties may also be appropriate.

To request changes to academic, living, transportation, and/or working situations, or protective measures, a victim should:

- Students: Contact the Vice President of Student Affairs or the Title IX Coordinator
- Employees: Contact the Human Resources Manager

The college will maintain as confidential any accommodations, or protective measures provided to a victim to the extent that maintaining confidentiality would not impair the college's ability to provide them. However, there may be times when certain information must be disclosed to a third party in order to implement the accommodation or protective measure. Such decisions will be made by the Title IX Coordinator in light of the surrounding circumstances, and disclosures of this nature will be limited so that only the information necessary to implement the accommodation or protective measure is provided. In the event it is necessary to disclose information about a victim in order to provide an accommodation or protective order, the college will inform the victim of that necessity prior to the disclosure, including which information will be shared, with whom it will be shared and why.

### Summary of Confidentiality Procedures

Victims may request that directory information on file with the college be withheld by request. This request can be made to the Registrar’s Office in person by visiting the Casteel Administration Building (AN198) or by calling 417.680.5604. Employees can contact the Human Resources Manager to make a similar request regarding directory information at 417.626.1236.

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

The college does not publish the name of crime victims or other identifiable information regarding victims in the Daily Crime and Fire Log or in the annual crime statistics that are disclosed in compliance with the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*. Furthermore, if a Campus Timely Warning is issued on the basis of a report of domestic violence, dating violence, sexual assault, or stalking, the name of the victim and other personally identifiable information about the victim will be withheld; this could include the specific location where an incident is reported to have occurred when reporting the location could inadvertently identify the victim.

### On-and Off-campus Services for Victims

Upon receipt of a report of domestic violence, dating violence, sexual assault, or stalking, Ozark Christian College will provide written notification to students and employees about existing assistance with and/or information about obtaining resources and services, including counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and assistance in notifying appropriate local law enforcement. This information regarding “resources” is not provided to infer that those resources are “crime reporting entities” for Ozark Christian College.

These resources include the following:

ON CAMPUS	EMPLOYEES	STUDENTS
Counseling/ Mental Health	OCC Counseling Services Phone: 417.626.1279 *Confidential Resource	OCC Counseling Services Phone: 417.626.1279 *Confidential Resource

ON CAMPUS	EMPLOYEES	STUDENTS
	<i>(Can make recommendations for local confidential counseling and psychiatric services in the local area)</i>	<i>(Can make recommendations for local confidential counseling and psychiatric services in the local area)</i>
Health Services	Richardson Health Center Phone: 417.626.1213	Richardson Health Center Phone: 417.626.1213
Title IX Coordinator	Title IX: 417.626.1208 Human Resources: 417.626.1236	Title IX: 417.626.1208
International Student Support and Services		Multicultural Affairs Office Phone: 417.626.1289
Student Financial Aid		Student Financial Services Office Phone: 417.626.1216
Pastoral Counseling		LAMP Office Phone: 417.626.1279 *Confidential Resource
Campus Security	Non-Emergency Phone: 417.626.1200 Emergency Phone: 911	Non-Emergency Phone: 417.626.1200 Emergency Phone: 911
Community Standards		Community Standards Office Phone: 417.626.1208
Multicultural Affairs	Multicultural Affairs Office Phone: 417.626.1289	Multicultural Affairs Office Phone: 417.626.1289
Sexual Misconduct Resource Site	<a href="http://occ.edu/titleix">occ.edu/titleix</a>	<a href="http://occ.edu/titleix">occ.edu/titleix</a>
Facilitated Anonymous Reporting		A student can go to Counseling Services or the LAMP Office to submit an anonymous report. The amount of detail provided in an anonymous report will determine the college's ability to investigate or respond
Joplin Police Department	Joplin Police Department 303 E 3 <sup>rd</sup> Street, Joplin, MO Phone: Non-Emergency 417.623.3131 Emergency: 911	Joplin Police Department 303 E 3 <sup>rd</sup> Street, Joplin, MO Phone: Non-Emergency 417.623.3131 Emergency: 911

OFF CAMPUS	EMPLOYEES	STUDENTS
Health Services	Freeman Hospital West: 1102 W 32nd St, Joplin MO, 417.347.1111	Freeman Hospital West: 1102 W 32nd St, Joplin MO, 417.347.1111

OFF CAMPUS	EMPLOYEES	STUDENTS
	Mercy Hospital: 100 Mercy Way, Joplin, MO, 64804, 417.554.3729	Mercy Hospital: 100 Mercy Way, Joplin, MO, 64804, 417.556.3729
Mental Health	Ozark Center Crisis Services: 305 Virginia Ave., Joplin, 800.247.0661, 417.347.7720 (24/7 crisis helpline)	Ozark Center Crisis Services: 305 Virginia Ave., Joplin, 800.247.0661, 417.347.7720 (24/7 crisis helpline)
Victim Advocacy	Lafayette House: 1809 S Connor Ave, Joplin, MO, 800.416.1772 National Sexual Assault Hotline Phone: 800.656.4673 Missouri Coalition Against Domestic & Sexual Violence – <a href="http://mocadsv.org/">mocadsv.org/</a> National Domestic Violence Hotline Phone: 800.799.7233	Lafayette House: 1809 S Connor Ave, Joplin, MO, 800.416.1772 National Sexual Assault Hotline Phone: 800.656.4673 Missouri Coalition Against Domestic & Sexual Violence – <a href="http://mocadsv.org/">mocadsv.org/</a> National Domestic Violence Hotline Phone: 800.799.7233
Legal Assistance	Legal Services of Missouri: <a href="http://lsmo.org/">lsmo.org/</a>	Legal Services of Missouri: <a href="http://lsmo.org/">lsmo.org/</a>
Visa and Immigration Assistance Resources	Immigration Advocates Network: <a href="http://immigrationadvocates.org/">immigrationadvocates.org/</a>	Immigration Advocates Network: <a href="http://immigrationadvocates.org/">immigrationadvocates.org/</a>
Visa and Immigration Assistance	US Citizenship and Immigration Services 10320 NW Prairie View Road Kansas City, MO, 64153 Phone: 800.375.5283	US Citizenship and Immigration Services 10320 NW Prairie View Road Kansas City, MO, 64153 Phone: 800.375.5283

Other resources available to persons who report being the victim of sexual assault, domestic violence, dating violence, or stalking, include:

- Rape, Abuse, and Incest National Network - [rainn.org](http://rainn.org)
- Department of Justice - [justice.gov/ovw/sexual-assault](http://justice.gov/ovw/sexual-assault)
- Department of Education, Office of Civil Rights - [www2.ed.gov/about/offices/list/ocr/index.html](http://www2.ed.gov/about/offices/list/ocr/index.html)

**Summary of the Adjudication of Violations Process and Procedures**

The college’s disciplinary process includes a prompt, fair, and impartial investigation and resolution process from the initial investigation to the final result. In all instances, the process will be conducted in a manner that is consistent with the institution’s policy and that is transparent to the accuser and the accused. The resolution of domestic violence, dating violence, sexual assault, and stalking complaints are to be typically completed within 60 days of the report. However, each proceeding allows for extensions of timeframes for good cause, with written notice to the accuser and the accused of the delay and the reason for the delay. College officials involved in the investigation or adjudication of domestic violence, dating violence, sexual assault, and stalking complaints are trained annually on the issues related to domestic violence, dating violence, sexual assault, and stalking, as well as how to conduct an

investigation and hearing process that protects the safety of the victim and promotes accountability. Furthermore, each policy provides that:

1. The complainant and the respondent will have timely notice for meetings at which the complainant or respondent, or both, may be present
2. The complainant, the respondent, and appropriate officials will have timely and equal access to any information that will be used during formal and informal disciplinary meeting and hearings
3. The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the complainant or the respondent
4. The complainant and the respondent will have the same opportunities to have others present during any institutional disciplinary proceeding. The complainant and the respondent each have the opportunity to be advised by an advisor of their choice at any stage of the process and to be accompanied by that advisor to any related meeting or proceeding. The college will not limit the choice of advisor or presence for either the complainant or the respondent in any meeting or institutional disciplinary proceeding. An Advisor is someone who acts as an advisor to the Complainant or Respondent involved in an investigation or disciplinary proceeding under the college's policies. The Advisor is permitted to be a part of any meetings their student or employee may have. College employees who provide confidential support services (Counseling/Health Services staff and pastoral counselors) or have an actual or perceived conflict of interest (for example, the Title IX Coordinator, Athletic Director, or Residence Director) may not serve as Advisors. A student or employee should select as an advisor a person whose schedule allows attendance at the scheduled date and time for any meetings, because delays will not normally be allowed due to the scheduling conflicts of an advisor.
5. The Advisor may not speak aloud during meetings involving the student or employee and an investigator/adjudicator but may confer quietly or by means of written notes with their advisee
6. The complainant and the respondent will be notified simultaneously, in writing, of any initial, interim, and final decision of any disciplinary proceeding, and
7. Where an appeal or grievance is permitted under the applicable policy, the complainant and the respondent will be notified simultaneously in writing of the procedures for the accused and the victim to appeal the result of the institutional disciplinary proceeding. When an appeal or grievance is filed, the complainant and the respondent will be notified simultaneously in writing of any change to the result prior to the time that it becomes final, as well as of the final result once the appeal is resolved.

### **If the Victim Does Not Wish to Pursue Resolution**

All reported cases of sexual misconduct will be referred to the Title IX Coordinator for a preliminary assessment. In cases where the Victim does not wish to become a Complainant, the college has two options:

1. The college may attempt to resolve the complaint in a manner consistent with the Victim's request. This may include holding the report for action at a later date.
2. The college may pursue a conduct hearing against the Respondent named in the investigation. Under these circumstances, the college would take into consideration the nature of the assault, the safety of the Victim and the campus community, as well as the previous disciplinary history and previous allegations of sexual misconduct.

Whether or not criminal charges are filed, the college or a person may file a complaint under the procedures outlined on the following pages, depending upon the status of the accused (student or employee).

### **PROCEDURES FOR DISCIPLINARY ACTION**

Allegations of domestic violence, dating violence, sexual assault or stalking will be processed in accordance with the college's Title IX Policy and the related complaint resolution procedures. The procedures are utilized whenever or wherever a complaint is made, regardless of the status of the complainant and the respondent, (student, faculty, or staff).

#### **Definition of Sexual Harassment Includes VAWA Crimes**

The Department of Education's Office for Civil Rights (OCR), the Equal Employment Opportunity Commission (EEOC), and the State of Missouri regard Sexual Harassment as an unlawful discriminatory practice. Sexual harassment is an umbrella category that includes quid pro quo harassment, hostile environment harassment, sexual assault, domestic violence, dating violence, and stalking.

#### **Preliminary Assessment**

After receiving a report of Sexual Harassment, the Title IX Coordinator will conduct a preliminary assessment to determine:

- Whether the conduct, as reported, falls or could fall within the scope of the Title IX policy, and
- Whether the conduct, as reported, constitutes, or could constitute Sexual Harassment

If the Title IX Coordinator determines that the conduct reported could not fall within the scope of the policy, and/or could not constitute Sexual Harassment, even if investigated, the Title Coordinator will close the matter and may notify the reporting party if doing so is consistent with the Family Educational Rights and Privacy Act ("FERPA"). The Title IX Coordinator may refer the report to other college offices, as appropriate.

If the Title IX Coordinator determines that the conduct reported could fall within the scope of the Title IX policy, and/or could constitute Sexual Harassment, if investigated, the Title IX Coordinator will proceed to contact the Complainant.

As part of the preliminary assessment, the Title IX Coordinator may take investigative steps to determine the identity of the Complainant, if it is not apparent from the report.

#### **Contacting the Complainant**

If a report is not closed as a result of the preliminary assessment and the Complainant's identity is known, the Title IX Coordinator will promptly contact the Complainant to discuss the availability of Supportive Measures; to discuss and consider the Complainant's wishes with respect to Supportive Measures; to inform the Complainant about the availability of Supportive Measures with or without filing a Formal Complaint; and to explain the process for filing and pursuing a Formal Complaint. The Complainant will also be provided options for filing complaints with the local police and information about resources that are available on campus and in the community.

## **Supportive Measures**

If a report is not closed as a result of the preliminary assessment, the college will offer and make available Supportive Measures to the Complainant regardless of whether the Complainant elects to file a Formal Complaint.

Contemporaneously with the Respondent being notified of a Formal Complaint, the Title IX Coordinator will notify the Respondent of the availability of Supportive Measures for the Respondent, and the college will offer and make available Supportive Measures to the Respondent in the same manner in which it offers and makes them available to the Complainant. The college will also offer and make available Supportive Measures to the Respondent prior to the Respondent being notified of a Formal Complaint, if the Respondent requests such measures.

Supportive measures may be implemented at any time and may include but are not limited to these examples:

- Course-related extensions and adjustments
- College-issued and enforced no contact orders
- Work and/or course schedule adjustments
- Changes in housing and seating
- Leaves of absence
- Increased monitoring of certain areas of the campus

The college will maintain the confidentiality of Supportive Measures provided to either a Complainant or Respondent, to the extent that maintaining such confidentiality does not impair the college's ability to provide the Supportive Measures in question.

## **Interim Removal**

At any time after receiving a report of Sexual Harassment, the Title IX Coordinator may remove a student Respondent from one or more of the College's Education Programs or Activities on a temporary basis if an individualized safety and risk analysis determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of Sexual Harassment justifies removal. In the event the Title IX Coordinator imposes an interim removal, the Title IX Coordinator must offer to meet with the Respondent within twenty-four hours and provide the Respondent an opportunity to challenge the interim removal.

In the case of a Respondent who is a non-student employee (administrator, faculty, or staff), and in its discretion, the college may place the Respondent on administrative leave at any time after receiving a report of Sexual Harassment, including during the pendency of the investigation and adjudication process.

For all other Respondents, including independent contractors and guests, the college retains broad discretion to prohibit such persons from entering onto its campus and other properties



at any time, and for any reason, whether after receiving a report of Sexual Harassment or otherwise.

### **Formal Complaint**

A Complainant may file a Formal Complaint with the Title IX Coordinator requesting that the college investigate and adjudicate a report of Sexual Harassment in accordance with the provisions in the “Investigation” and “Adjudication” sections of the Title IX Policy. Provided, however, that at the time the Complainant submits a Formal Complaint, the Complainant must be participating in, or attempting to participate in, one or more of the college’s Education Programs or Activities.

A Complainant may file a Formal Complaint with the Title IX Coordinator in person, by regular mail, or by email using the Title IX contact information specified above in this report. No person may submit a Formal Complaint on the Complainant’s behalf.

In any case, including a case where a Complainant elects not to file a Formal Complaint, the Title IX Coordinator may file a Formal Complaint on behalf of the college if doing so is not clearly unreasonable. Such action will normally be taken in limited circumstances involving serious or repeated conduct or where the alleged perpetrator may pose a continuing threat to the college community. Factors the Title IX Coordinator may consider include (but are not limited to): (a) was a weapon involved in the incident; (b) were multiple assailants involved in the incident; (c) is the accused a repeat offender; and (d) does the incident create a risk of occurring again.

If the Complainant or the Title IX Coordinator files a Formal Complaint, then the college will commence an investigation proceed to adjudicate the matter as specified in the “Adjudication” Section below. In all cases where a Formal Complaint is filed, the Complainant will be treated as a party, irrespective of the party’s level of participation.

In a case where the Title IX Coordinator files a Formal Complaint, the Title IX Coordinator will not act as a Complainant or otherwise as a party for purposes of the investigation and adjudication processes.

### **Consolidation of Formal Complaints**

The college may consolidate Formal Complaints as to allegations of Sexual Harassment against more than one Respondent, or by more than one Complainant against one or more Respondents, or by one party against the other party, where the allegations of Sexual Harassment arise out of the same facts or circumstances. Where the investigation and adjudication process involve more than one Complainant or more than one Respondent, references in this policy to the singular “party,” “Complainant,” or “Respondent” include the plural, as applicable. A Formal Complaint of Retaliation may be consolidated with a Formal Complaint of Sexual Harassment.

### **Dismissal Prior to Commencement of Investigation**

In a case where the Complainant files a Formal Complaint, the Title IX Coordinator will evaluate the Formal Complaint and must dismiss it if the Title IX Coordinator determines:

- The conduct alleged in the Formal Complaint would not constitute Sexual Harassment, even if proved; or
- The conduct alleged in the Formal Complaint falls outside the scope of the Title IX Policy (that is, because the alleged conduct did not occur in the college's Education Programs or Activities and/or the alleged conduct occurred outside the geographic boundaries of the United States).

In the event the Title IX Coordinator determines the Formal Complaint should be dismissed pursuant to this Section, the Title IX Coordinator will provide written notice of dismissal to the parties and advise them of their right to appeal. The Title IX Coordinator may refer the subject matter of the Formal Complaint to other college officials, as appropriate. A dismissal pursuant to this Section is presumptively a final determination unless otherwise specified in writing by the Title IX Coordinator in the written notice of dismissal.

### **Notice of Formal Complaint**

Within five (5) days of the Title IX Coordinator receiving a Formal Complaint, the Title IX Coordinator will transmit a written notice to the Complainant and Respondent that includes:

- A physical copy of the Title IX Policy or a hyperlink to the Title IX Policy
- Sufficient details known at the time so that the parties may prepare for an initial interview with the investigator, to include the identities of the parties involved in the incident (if known), the conduct allegedly constituting Sexual Harassment, and the date and location of the alleged incident (if known)
- A statement that the Respondent is presumed not responsible for the alleged Sexual Harassment and that a determination of responsibility will not be made until the conclusion of the adjudication and any appeal
- Notifying the Complainant and Respondent of their right to be accompanied by an advisor of their choice
- Notifying the Complainant and Respondent of their right to inspect and review evidence as specified in the Title IX Policy
- Notifying the Complainant and Respondent of the college's prohibitions on retaliation and false statements as specified in the Title IX Policy
- Information about resources that are available on campus and in the community

Should the college elect, at any point, to investigate allegations that are materially beyond the scope of the initial written notice, the college will provide a supplemental written notice describing the additional allegations to be investigated.

## **Investigation**

### **A. Commencement and Timing**

After the written notice of Formal Complaint is transmitted to the parties, an investigator selected by the Title IX Coordinator will undertake an investigation to gather evidence relevant to the alleged misconduct, including inculpatory (suggesting

responsibility and exculpatory (not suggesting responsibility) evidence. The investigator may be a member of the college community, or the duties may be delegated to an outside investigator. The burden of gathering evidence sufficient to reach a determination in the adjudication lies with the college and not with the parties. The investigation will culminate in a written investigation report, that will be submitted to the adjudicator during the selected adjudication process.

Although investigations vary, the college attempts to complete investigations within forty-five (45) days of the written notice of formal complaint. The college will make a good faith effort to complete investigations as promptly as circumstances permit and will communicate with the parties to keep them updated. If the college delays its investigation, it will communicate in writing the reason and anticipated duration of the delay.

### **B. Equal Opportunity**

During the investigation, the investigator will provide an equal opportunity for the parties to be interviewed, to present witnesses (including fact and expert witnesses), and to present other inculpatory and exculpatory evidence. Notwithstanding the foregoing, the investigator retains discretion to limit the number of witness interviews the investigator conducts if the investigator finds that testimony would be unreasonably cumulative, if the witnesses are offered solely as character references and do not have information relevant to the allegations at issue, or if the witnesses are offered to render testimony that is categorically inadmissible, such as testimony concerning sexual history of the Complainant. The investigator will not restrict the ability of the parties to gather and present relevant evidence on their own.

The investigation is a party's opportunity to present testimonial and other evidence that the party believes is relevant to resolution of the allegations in the Formal Complaint. A party that is aware of and has a reasonable opportunity to present particular evidence and/or identify particular witnesses during the investigation, and elects not to, will be prohibited from introducing any such evidence during the adjudication absent a showing of mistake, inadvertence, surprise, or excusable neglect.

### **C. Documentation of Investigation**

The investigator will take reasonable steps to ensure the investigation is documented. Interviews of the parties and witnesses may be documented by the investigator's notes, audio recorded, video recorded, or transcribed. The particular method utilized to record the interviews of parties and witnesses will be determined by the investigator in the investigator's sole discretion, although whatever method is chosen shall be used consistently throughout a particular investigation.

### **D. Access to the Evidence**

At the conclusion of the evidence-gathering phase of the investigation, but prior to the completion of the investigation report, the Investigating Officer will transmit to each

party and their advisor, in either electronic or hard copy form, all evidence obtained as part of the investigation that is directly related to the allegations raised in the Formal Complaint, including evidence the college may choose not to rely on at any hearing and inculpatory or exculpatory evidence whether obtained from a party or some other source. Thereafter, the parties will have ten (10) days in which to submit to the investigator a written response, which the investigator will consider prior to completing the investigation report.

The parties and their advisors are permitted to review the evidence solely for the purposes of this grievance process and may not duplicate or disseminate the evidence to the public.

#### **E. Investigation Report**

After the period for the parties to provide any written response has expired, the investigator will complete a written investigation report that fairly summarizes the various steps taken during the investigation, summarizes the relevant evidence collected, including inculpatory and exculpatory evidence, lists material facts on which the parties agree, and lists material facts on which the parties do not agree. When the investigation report is complete, the investigator will transmit a copy to the Title IX Coordinator. The investigator will also transmit the investigation report to each party and their advisor, in either electronic or hard copy form.

#### **Adjudication Process Selection**

After the investigator has sent the investigation report to the parties, the Title IX Coordinator will transmit to each party a notice advising the party of the two different adjudication processes as specified in the Title IX Process. The notice will explain that the hearing process is the default process for adjudicating all Formal Complaints and will be utilized unless both parties voluntarily consent to administrative adjudication as a form of informal resolution. The notice will be accompanied by a written consent to administrative adjudication and will advise each party that, if both parties execute the written consent to administrative adjudication, then the administrative adjudication process will be used in lieu of the hearing process. Parties are urged to carefully review the "Adjudication" Section of the Title IX Policy, consult with their advisor, and consult with other persons as they deem appropriate including an attorney prior to consenting to administrative adjudication.

Each party will have three (3) days from transmittal of the notice specified in this Section to return the signed written consent form to the Title IX Coordinator. If either party does not timely return the signed written consent, that party will be deemed not to have consented to administrative adjudication and the Formal Complaint will be adjudicated pursuant to the hearing process.

## **Adjudication**

### **A. Hearing Process**

The default process for adjudicating Formal Complaints is the hearing process. The hearing process will be used to adjudicate all Formal Complaints unless both parties timely consent to administrative adjudication.

#### **1. Hearing Officer**

After selection of the hearing process as the form of adjudication, the Title IX Coordinator will promptly appoint a hearing officer who will oversee the hearing process and render a determination of responsibility for the allegations in the Formal Complaint, at the conclusion of the hearing process. The Title IX Coordinator will see that the hearing officer is provided a copy of the investigation report and a copy of all evidence transmitted to the parties by the investigator. Hearing officers may be contractors or members of the staff of the college and will be trained for their role in the grievance process. The Title IX Coordinator will not serve as a hearing officer.

The parties will be sent a list of the name of the hearing officer at least twenty-one (21) days in advance of the hearing. Any objections to the hearing officer must be raised in writing and give the rationale for the objection. Objections should be submitted to the Title IX Coordinator as soon as possible and no later than fourteen (14) days prior to the hearing. The hearing officers will be removed only if the Title IX Coordinator concludes that their bias or conflict of interest precludes an impartial hearing.

#### **2. Hearing Notice and Response to the Investigation Report**

After the hearing officer is appointed by the Title IX Coordinator, the hearing officer will promptly transmit written notice to the parties notifying the parties of the hearing officer's appointment; setting a deadline for the parties to submit any written response to the investigation report; setting a date for the pre-hearing conference; setting a date and time for the hearing; and providing a copy of the college's Hearing Procedures.

Neither the pre-hearing conference, nor the hearing itself, may be held any earlier than ten (10) days from the date of transmittal of the written notice.

A party's written response to the investigation report must include:

- To the extent the party disagrees with the investigation report, any argument or commentary regarding such disagreement
- Any argument that evidence should be categorically excluded from consideration at the hearing based on privilege, relevancy, the prohibition on the use of sexual history, or for any other reason
- A list of any witnesses that the party contends should be requested to attend the hearing pursuant to an attendance notice issued by the hearing officer
- A list of any witnesses that the party intends to bring to the hearing without an attendance notice issued by the hearing officer

- Any objection that the party has to the college's Hearing Procedures
- Any request that the parties be separated physically during the pre-hearing conference and/or hearing
- Any other accommodations that the party seeks with respect to the pre-hearing conference and/or hearing. Disability-related accommodations relating to participation in a live hearing will be coordinated with the ADA Accommodation Services in the Academics Office of the college
- The name and contact information of the advisor who will accompany the party at the pre-hearing conference and hearing
- If the party does not have an advisor who will accompany the party at the hearing, a request that the college provide an advisor for purposes of conducting questioning.

A party's written response to the investigation report may also include:

- Argument regarding whether any of the allegations in the Formal Complaint are supported by a preponderance of the evidence; and
- Argument regarding whether any of the allegations in the Formal Complaint constitute Sexual Harassment.

### **3. Pre-Hearing Conference**

Prior to the hearing, the hearing officer will conduct a pre-hearing conference with the parties and their advisors. The pre-hearing conference will be conducted live, with simultaneous and contemporaneous participation by the parties and their advisors. By default, the pre-hearing conference will be conducted with the hearing officer, the parties, the advisors, and other necessary college personnel together in the same physical location. However, upon request of either party, the parties will be separated into different rooms with technology enabling the parties to participate simultaneously and contemporaneously by video and audio.

In the hearing officer's discretion, the pre-hearing conference may be conducted virtually, by use of video and audio technology, where all participants participate simultaneously and contemporaneously by use of such technology.

During the pre-hearing conference, the hearing officer will discuss the hearing procedures with the parties; address matters raised in the parties' written responses to the investigation report, as the hearing officer deems appropriate; discuss whether any stipulations may be made to expedite the hearing; discuss the witnesses the parties have requested be served with notices of attendance and/or witnesses the parties plan to bring to the hearing without a notice of attendance; and resolve any other matters that the hearing officer determines, in the hearing officer's discretion, should be resolved before the hearing.

#### **4. Issuance of Notices of Attendance**

After the pre-hearing conference, the hearing officer will transmit notices of attendance to any college employee (including administrator, faculty, or staff) or student whose attendance is requested at the hearing as a witness. The notice will advise the subject of the specified date and time of the hearing and advise the subject to contact the hearing officer immediately if there is a material and unavoidable conflict.

The subject of an attendance notice should notify any administrator, faculty member, coach, or other supervisor, as necessary, if attendance at the hearing will conflict with job duties, classes, or other obligations. All such administrators, faculty members, coaches, and other supervisors are required to excuse the subject of the obligation, or provide some other accommodation, so that the subject may attend the hearing as specified in the notice.

The college will not issue a notice of attendance to any witness who is not an employee or a student.

#### **5. Hearing**

After the pre-hearing conference, the hearing officer will convene and conduct a hearing pursuant to the college's Hearing Procedures. The hearing will be audio recorded. The audio recording will be made available to the parties for inspection and review on reasonable notice, including for use in preparing any subsequent appeal.

The hearing will be conducted live, with simultaneous and contemporaneous participation by the parties and their advisors. By default, the hearing will be conducted with the hearing officer, the parties, the advisors, witnesses, and other necessary college personnel together in the same physical location. However, upon request of either party, the parties will be separated into different rooms with technology enabling the parties to participate simultaneously and contemporaneously by video and audio.

In the hearing officer's discretion, the hearing may be conducted virtually, by use of video and audio technology, where all participants participate simultaneously and contemporaneously by use of such technology.

While the Hearing Procedures and rulings from the hearing officer will govern the particulars of the hearing, each hearing will include, at a minimum:

- Opportunity for each party to address the hearing officer directly and to respond to questions posed by the hearing officer
- Opportunity for each party's advisor to ask directly, orally, and in real time, relevant questions, and follow up questions, of the other party and any witnesses, including questions that support or challenge credibility

- Opportunity for each party to raise contemporaneous objections to testimonial or non-testimonial evidence and to have such objections ruled on by the hearing officer and a reason for the ruling provided
- Opportunity for each party to submit evidence that the party did not present during the investigation due to mistake, inadvertence, surprise, or excusable neglect
- Opportunity for each party to make a brief closing argument

Except as otherwise permitted by the hearing officer, the hearing will be closed to all persons except the parties, their advisors, the investigator, the hearing officer, the Title IX Coordinator, and other necessary college personnel. With the exception of the investigator and the parties, witnesses will be sequestered until such time as their testimony is complete.

During the hearing, the parties and their advisors will have access to the investigation report and evidence that was transmitted to them pursuant to the “Access to Evidence” Section of the Title IX Policy.

While a party has the right to attend and participate in the hearing with an advisor, a party and/or advisor who materially and repeatedly violates the rules of the hearing in such a way as to be materially disruptive, may be barred from further participation and/or have their participation limited, as the case may be, in the discretion of the hearing officer.

Subject to the minimum requirements specified in the “Hearing” Section of the Title IX Policy, the hearing officer will have sole discretion to determine the manner and particulars of any given hearing, including with respect to the length of the hearing, the order of the hearing, and questions of admissibility. The hearing officer will independently and contemporaneously screen questions for relevance in addition to resolving any contemporaneous objections raised by the parties and will explain the rationale for any evidentiary rulings.

The hearing is not a formal judicial proceeding and strict rules of evidence do not apply. The hearing officer will have discretion to modify the Hearing Procedures, when good cause exists to do so, and provided the minimal requirements are met.

## **6. Subjection to Questioning**

The hearing officer may consider statements of persons who were not present at the hearing, or persons who were present but not subject to cross-examination, so long as the statements are deemed reliable and relevant by the hearing officer and are not otherwise subject to exclusion under this policy. Such statements that may be considered under the provision may include, but are not limited to, statements in police reports or other official reports, medical records, court records and filings, investigation notes of interviews, investigation transcripts, emails, written statements, affidavits, text messages, and social media postings.



In addition, the hearing officer may consider the testimony of any party or witness, whether given during the investigation or during the hearing, if the parties jointly stipulate that the testimony may be considered or in the case where neither party requested the attendance of the witness at the hearing.

In applying this section, the hearing officer will not draw an inference about the determination regarding responsibility based solely on a party or a witness's absence from the live hearing and/or refusal to submit to questioning by the parties' advisors.

### **7. Deliberation and Determination**

After the hearing is complete, the hearing officer will objectively evaluate all relevant evidence collected during the investigation, including both inculpatory and exculpatory evidence, together with testimonial and non-testimonial evidence received at the hearing, and ensure that any credibility determinations made are not based on a person's status as a Complainant, Respondent, or witness. The hearing officer will take care to exclude from consideration any evidence that was ruled inadmissible at the pre-hearing conference, during the hearing, or by operation of the "Subjection to Questioning" section found in the Title IX Policy. The hearing officer will resolve disputed facts using a preponderance of the evidence (that is, "more likely than not") standard and reach a determination regarding whether the facts that are supported by a preponderance of the evidence constitute one or more violations of the policy as alleged in the Formal Complaint.

### **8. Discipline and Remedies**

In the event the hearing officer determines that the Respondent is responsible for violating this policy, the hearing officer will, prior to issuing a written decision, consult with an appropriate college official with disciplinary authority over the Respondent and such official will determine any discipline to be imposed. The hearing officer will also, prior to issuing a written decision, consult with the Title IX Coordinator who will determine whether and to what extent ongoing support measures or other remedies will be provided to the Complainant.

The appropriate college administrator will enforce the disciplinary sanctions and the Title IX Coordinator will implement all other remedies. Factors considered when determining a sanction/responsive action may include, but are not limited to:

- The circumstances and severity of the violation
- The Respondent's prior disciplinary history and allegations involving similar conduct
- The need to end or prevent the future recurrence of discrimination, harassment, and/or retaliation
- The need to remedy the effects of the discrimination, harassment, and/or retaliation on the Complainant and the college community.

To ensure the safety of either party the sanctions will be enforced as soon as is feasible. If either party files an appeal, the sanctions will be stayed during the appeal process. Responsive actions for a student who has engaged in sexual harassment, discrimination, and/or retaliation include:

- Warning – Verbal or Written
- Required Counseling, Training, or Education
- Probation
- Suspension
- Expulsion
- Placing a hold on transcript, diploma, graduation, and course registration

In addition to or in place of the above sanctions, the college may assign any other sanctions as deemed appropriate.

Responsive actions for an employee who has engaged in sexual harassment, discrimination, and/or retaliation include:

- Warning – Verbal or Written
- Performance Improvement/Management Process
- Required Counseling, Training, or Education
- Probation
- Loss of Annual Pay Increase
- Loss of Oversight or Supervisory Responsibility
- Demotion
- Suspension with pay
- Suspension without pay
- Termination

In addition to or in place of the above sanctions, the college may assign any other sanctions as deemed appropriate.

## **9. Written Decision**

After reaching a determination and consulting with the appropriate college official and Title IX Coordinator, the hearing officer will prepare a written decision that will include:

- Identification of the allegations potentially constituting Sexual Harassment made in the Formal Complaint
- A description of the procedural steps taken by the college upon receipt of the Formal Complaint, through issuance of the written decision, including notification to the parties, interviews with the parties and witnesses, site visits, methods used to gather non-testimonial evidence, and the date, location, and people who were present at or presented testimony at the hearing
- Articulate findings of fact, made under a preponderance of the evidence standard, that support the determination

- A statement of, and rationale for, each allegation that constitutes a separate potential incident of Sexual Harassment, including a determination regarding responsibility for each separate potential incident
- The discipline determined by the appropriate college official as outlined in the Title IX Policy
- Whether the Complainant will receive any ongoing support measures or other remedies as determined by the Title IX Coordinator, and
- A description of the college's process and grounds for appeal, as specified in the "Appeal" section in the Title IX Policy

The hearing officer's written determination will be transmitted to the parties. Transmittal of the written determination to the parties concludes the hearing process, subject to any right of appeal.

Although the length of each adjudication by hearing will vary depending on the totality of the circumstances, the college strives to issue the hearing officer's written determination within fourteen (14) days of the conclusion of the hearing.

#### **B. Administrative Adjudication (Optional)**

In lieu of the hearing process, the parties may consent to have a Formal Complaint resolved by administrative adjudication as a form of informal resolution. Administrative adjudication is voluntary and must be consented to in writing by both parties and approved by the Title IX Coordinator as specified in the Title IX Policy. At any time prior to the issuance of the administrative officer's determination, a party has the right to withdraw from administrative adjudication and request a live hearing.

If administrative adjudication is selected, the Title IX Coordinator will appoint an administrative officer. The Title IX Coordinator will see that the administrative adjudicator is provided a copy of the investigation report and a copy of all the evidence transmitted to the parties by the investigator.

The administrative officer will promptly send written notice to the parties notifying the parties of the administrative officer's appointment; setting a deadline for the parties to submit any written response to the investigation report; and setting a date and time for each party to meet with the administrative officer separately. The administrative officer's meetings with the parties will not be held any earlier than ten (10) days from the date of transmittal of the written notice specified in this paragraph.

A party's written response to the investigation report must include:

- To the extent the party disagrees with the investigation report, any argument or commentary regarding such disagreement

- Any argument that a particular piece or class of evidence should be categorically excluded from consideration at the hearing based on privilege, relevancy, the prohibition on the use of sexual history as specified in “Sexual History” in the Title IX Policy, or for any other reason
- Argument regarding whether any of the allegations in the Formal Complaint are supported by a preponderance of the evidence
- Argument regarding whether any of the allegations in the Formal Complaint constitute Sexual Harassment

After reviewing the parties’ written responses, the administrative officer will meet separately with each party to provide the party with an opportunity make any oral argument or commentary the party wishes to make and for the administrative officer to ask questions concerning the party’s written response, the investigative report, and/or the evidence collected during the investigation.

After meeting with each party, the administrative officer will objectively evaluate all relevant evidence, including both inculpatory and exculpatory evidence and ensure that any credibility determinations made are not based on a person’s status as a Complainant, Respondent, or witness. The administrative officer will take care to exclude from consideration any evidence that the administrative officer determines should be ruled inadmissible based on the objections and arguments raised by the parties in their respective written responses to the investigation report. The administrative officer will resolve disputed facts using a preponderance of the evidence (that is, “more likely than not”) standard and reach a determination regarding whether the facts that are supported by a preponderance of the evidence constitute one or more violations of the policy as alleged in the Formal Complaint.

Thereafter, the administrative officer will consult with any college official and the Title IX Coordinator and will prepare and transmit a written decision which shall serve as a resolution for purposes of informal resolution.

Transmittal of the administrative officer’s written determination concludes the administrative adjudication, subject to any right of appeal.

Although the length of each administrative adjudication will vary depending on the totality of the circumstances, the college strives to issue the administrative officer’s written determination within twenty-one (21) days of the transmittal of the initiating written notice.

Informal dispute resolution will not be permitted if the Respondent is a non-student employee accused of committing Sexual Harassment against a student.

### **Dismissal During Investigation or Adjudication**

The college shall dismiss a Formal Complaint at any point during the investigation or adjudication process if the Title IX Coordinator determines that one or more of the following is true:

- The conduct alleged in the Formal Complaint would not constitute Sexual Harassment, even if proved; or
- The conduct alleged in the Formal Complaint falls outside the scope of the policy specified in the "Scope" Section of the Title IX Policy (that is, because the alleged conduct did not occur in the college's Education Programs or Activities and/or the alleged conduct occurred outside the geographic boundaries of the United States).

The college may dismiss a Formal Complaint at any point during the investigation or adjudication process if the Title IX Coordinator determines that any one or more of the following is true:

- The Complainant provides the Title IX Coordinator written notice that the Complainant wishes to withdraw the Formal Complaint or any discrete allegations therein (in which case those discrete allegations may be dismissed)
- The Respondent is no longer enrolled or employed by the college, as the case may be, or
- Specific circumstances prevent the college from gathering evidence sufficient to reach a determination as to the Formal Complaint, or any discrete allegations therein (in which case those discrete allegations may be dismissed)

In the event the Title IX Coordinator dismisses a Formal Complaint pursuant to the corresponding section found in the Title IX Policy, the Title IX Coordinator will provide written notice of dismissal to the parties and advise them of their right to appeal. The Title IX Coordinator may refer the subject matter of the Formal Complaint to other college offices, as appropriate. A dismissal pursuant to the corresponding section found in the Title IX Policy is presumptively a final determination as it pertains to this policy, unless otherwise specified in writing by the Title IX Coordinator in the written notice of dismissal.

### **Appeal**

Either party may appeal the determination of an adjudication, or a dismissal of a Formal Complaint, on one or more of the following grounds:

- A procedural irregularity affected the outcome
- There is new evidence that was not reasonably available at the time the determination or dismissal was made, that could have affected the outcome
- The Title IX Coordinator, investigator, hearing officer, or administrative officer, as the case may be, had a conflict of interest or bias for or against Complainants or Respondents generally, or against the individual Complainant or Respondent, that affected the outcome

No other grounds for appeal are permitted.

A party must file an appeal within seven (7) days of the date they receive notice of dismissal or determination appealed from or, if the other party appeals, within three (3) days of the other party appealing, whichever is later. The appeal must be submitted in writing to the Title IX Coordinator, and the Title IX Coordinator will appoint an appeal officer.

The appeal must specifically identify the determination and/or dismissal appealed from, articulate which one or more of the three grounds for appeal are being asserted, explain in detail why the appealing party believes the appeal should be granted, and articulate what specific relief the appealing party seeks.

Promptly upon receipt of an appeal, the appeal officer will conduct an initial evaluation to confirm that the appeal is timely filed and that it invokes at least one of the permitted grounds for appeal. If the appeal officer determines that the appeal is not timely, or that it fails to invoke a permitted ground for appeal, the appeal officer will dismiss the appeal and provide written notice of the same to the parties.

If the appeal officer confirms that the appeal is timely and invokes at least one permitted ground for appeal, the appeal officer will provide written notice to the other party that an appeal has been filed and that the other party may submit a written opposition to the appeal within seven (7) days. The appeal officer shall also promptly obtain from the Title IX Coordinator any records from the investigation and adjudication necessary to resolve the grounds raised in the appeal.

Upon receipt of any opposition, or after the time period for submission of an opposition has passed without one being filed, the appeal officer will promptly decide the appeal and transmit a written decision to the parties that explains the outcome of the appeal and the rationale.

The appeal officer may decide:

- the appeal is denied and determination is made final
- the appeal is granted and determination is changed by the appeal officer, or
- the determination is vacated and the matter is remanded for a new hearing

The determination of a Formal Complaint, including any discipline, becomes final when the time for appeal has passed with no party filing an appeal or, if any appeal is filed, at the point when the appeal officer has resolved all appeals, either by dismissal or by transmittal of a written decision.

No further review beyond the appeal is permitted.

Although the length of each appeal will vary depending on the totality of the circumstances, the college strives to issue the appeal officer's written decision within (21) days of an appeal being filed.

### **Advisor of Choice**

From the point a Formal Complaint is made, and until an investigation, adjudication, and appeal are complete, the Complainant and Respondent will have the right to be accompanied by an advisor of their choice to all meetings, interviews, and hearings that are part of the investigation, adjudication, and appeal process. The advisor may be, but is not required to be, an attorney.

Except for the questioning of witnesses during the hearing specified in the “Hearing” Section, the advisor will play a passive role and is not permitted to communicate on behalf of a party, insist that communication flow through the advisor, or communicate with the college about the matter without the party being included in the communication. In the event a party’s advisor of choice engages in material violation of the parameters specified in this Section and the “Hearing” Section, the college may preclude the advisor from further participation, in which case the party may select a new advisor of their choice.

In the event a party is not able to secure an advisor to attend the hearing and requests the college to provide an advisor, the college will provide the party an advisor, without fee or charge, who will conduct questioning on behalf of the party at the hearing. The college will have sole discretion to select the advisor it provides. The advisor the college provides may be, but is not required to be, an attorney.

The college is not required to provide a party with an advisor in any circumstance except where the party does not have an advisor present at the hearing and requests that the college provide an advisor.

The parties must complete, sign, and submit a consent form to the Title IX Coordinator before the college will share any records with an advisor. Advisors must maintain the privacy of the records and not disclose them to any other third party.

### **Treatment Records and Other Privileged Information**

During the investigation and adjudication processes, the investigator and adjudicator, as the case may be, are not permitted to access, consider, disclose, permit questioning concerning, or otherwise use:

- A party’s records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in the professional or paraprofessional’s capacity, or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the party, or
- Information or records protected from disclosure by any other legally recognized privilege, such as the attorney-client privilege
- unless the college has obtained the party’s voluntary, written consent to do so for the purposes of the investigation and adjudication process.

Notwithstanding the foregoing, the investigator and/or adjudicator, as the case may be, may consider any such records or information otherwise covered by this Section of the Title IX Policy if the party holding the privilege affirmatively discloses the records or information to support their allegation or defense, as the case may be.

### **Sexual History**

During the investigation and adjudication processes, questioning regarding a Complainant’s sexual predisposition or prior sexual behavior are not relevant, unless such questions and

evidence about the Complainant's prior sexual behavior are offered to prove that someone other than the Respondent committed the conduct alleged, or if the questions and evidence concern specific incidents of the Complainant's prior sexual behavior with respect to the Respondent and are offered to prove consent. Notwithstanding the foregoing, a Complainant who affirmatively uses information otherwise considered irrelevant by this Section of the Title IX Policy for the purpose of supporting the Complainant's allegations, may be deemed to have waived the protections of this Section.

### **Informal Resolution**

At any time after the parties are provided written notice of the Formal Complaint, and before the completion of any appeal, the parties may voluntarily consent, with the Title IX Coordinator's approval, to engage in mediation, facilitated resolution, or other form of informal resolution the goal of which is to enter into a final resolution resolving the allegations raised in the Formal Complaint by agreement of the parties. Administrative Adjudication is a form of informal resolution.

The specific manner of any informal resolution process will be determined by the parties and the Title IX Coordinator, in consultation together. Prior to commencing the informal resolution process agreed upon, the Title IX Coordinator will transmit a written notice to the parties that:

- Describes the parameters and requirements of the informal resolution process to be utilized
- Identifies the individual responsible for facilitating the informal resolution (who may be the Title IX Coordinator, another college official, or a suitable third-party)
- Explains the effect of participating in informal resolution and/or reaching a final resolution will have on a party's ability to resume the investigation and adjudication of the allegations at issue in the Formal Complaint, and
- Explains any other consequence resulting from participation in the informal resolution process, including a description of records that will be generated, maintained, and/or shared

Informal resolution can include but is not limited to the following:

- When the parties agree to resolve the matter through an alternate resolution mechanism (including administrative resolution, mediation, restorative practices, etc.)
- When the Respondent accepts responsibility for violating policy, and desires to accept a sanction and end the resolution process, or
- When the Title IX Coordinator resolves the matter informally by providing supportive measures to remedy the situation

After receiving the written notice specified in this paragraph, each party must voluntarily provide written consent to the Title IX Coordinator, before the informal resolution may commence.

During the pendency of the informal resolution process, the investigation and adjudication processes that would otherwise occur are stayed and all related deadlines are suspended.



If the parties reach a resolution through the informal resolution process, and the Title IX Coordinator agrees that the resolution is not clearly unreasonable, the Title IX Coordinator will reduce the terms of the agreed resolution to writing and present the resolution to the parties for their written signature. Once both parties and the Title IX Coordinator sign the resolution, the resolution is final, and the allegations addressed by the resolution are considered resolved and will not be subject to further investigation, adjudication, remediation, or discipline by the college, except as otherwise provided in the resolution itself, absent a showing that a party induced the resolution by fraud, misrepresentation, or other misconduct or where required to avoid a manifest injustice to either party or to the college. Notwithstanding the foregoing if the form of informal resolution is Administrative Adjudication, there shall not be an agreed resolution requiring the parties' signatures; instead, the determination issued by the administrative officer shall serve as the resolution and conclude the informal resolution process, subject only to any right of appeal. With the exception of a resolution resulting from the Administrative Adjudication process, all other forms of informal resolution pursuant to this Section of the Title IX Policy are not subject to appeal.

A party may withdraw their consent to participate in informal resolution at any time before a resolution has been finalized.

Absent extension by the Title IX Coordinator, any informal resolution process must be completed within twenty-one (21) days. If an informal resolution process does not result in a resolution within twenty-one (21) days, and absent an extension, abeyance, or other contrary ruling by the Title IX Coordinator, the informal resolution process will be deemed terminated, and the Formal Complaint will be resolved pursuant to the investigation and adjudication procedures. The Title IX Coordinator may adjust any time periods or deadlines in the investigation and/or adjudication process that were suspended due to the informal resolution. Other language in this Section of the Title IX Policy notwithstanding, informal resolution will not be permitted if the Respondent is a non-student employee accused of committing Sexual Harassment against a student.

### **Presumption of Non-Responsibility**

From the time a report or Formal Complaint is made, a Respondent is presumed not responsible for the alleged misconduct until a determination regarding responsibility is final.

### **Conflicts of Interest, Bias, and Procedural Complaints**

The Title IX Coordinator, investigator, hearing officer, administrative officer, appeals officer, and informal resolution facilitator will be free of any material conflicts of interest or material bias. Any party who believes one or more of these college officials has a material conflict of interest or material bias must raise the concern promptly so that the college may evaluate the concern and find a substitute, if appropriate. The failure of a party to timely raise a concern of a conflict of interest or bias may result in a waiver of the issue for purposes of any appeal, or otherwise.

### **Relationship With Criminal Process**

The Title IX Policy sets forth the college's processes for responding to reports and Formal Complaints of Sexual Harassment. The college's processes are separate, distinct, and independent of any criminal processes. While the college may temporarily delay its processes under this policy to avoid interfering with law enforcement efforts if requested by law enforcement, the college will otherwise apply the Title IX Policy and its processes without regard to the status or outcome of any criminal process.

### **Retaliation**

It is a violation of the Title IX Policy to engage in Retaliation. Reports and Formal Complaints of retaliation may be made in the manner specified in the "Reporting Sexual Harassment" and "Formal Complaint" sections of the Title IX Policy. Any report or Formal Complaint of Retaliation will be processed under the Title IX Policy in the same manner as a report or Formal Complaint of Sexual Harassment, as the case may be. The college retains discretion to consolidate a Formal Complaint of Retaliation with a Formal Complaint of Sexual Harassment for investigation and/or adjudication purposes if the two Formal Complaints share a common nexus.

### **Confidentiality**

The college will keep confidential the identity of any individual who has made a report or Formal Complaint of Sexual Harassment or Retaliation including any Complainant, the identity of any individual who has been reported to be a perpetrator of Sexual Harassment or Retaliation including any Respondent, and the identity of any witness. The college will also maintain the confidentiality of its various records generated in response to reports and Formal Complaints, including, but not limited to, information concerning Supportive Measures, notices, investigation materials, adjudication records, and appeal records. Notwithstanding the foregoing, the college may reveal the identity of any person or the contents of any record if permitted by FERPA, if necessary to carry out the college's obligations under Title IX and its implementing regulations including the conduct of any investigation, adjudication, or appeal under the Title IX Policy or any subsequent judicial proceeding, or as otherwise required by law. Further, notwithstanding the college's general obligation to maintain confidentiality as specified herein, the parties to a report or Formal Complaint will be given access to investigation and adjudication materials in the circumstances specified in this policy.

While the college will maintain confidentiality as specified in the corresponding section of the Title IX Policy, the college will not limit the ability of the parties to discuss the allegations at issue in a particular case. Parties are advised, however, that the manner in which they communicate about, or discuss a particular case, may constitute Sexual Harassment or Retaliation in certain circumstances and be subject to discipline pursuant to the processes specified in the Title IX Policy.

Note that certain types of Sexual Harassment are considered crimes for which the college must disclose crime statistics in its Annual Security Report that is provided to the campus community

and available to the public. These disclosures will be made without including personally identifying information.

### **Other Violations of the Title IX Policy**

Alleged violations of the Title IX Policy, other than violations of the prohibitions on Sexual Harassment and Retaliation, will be subject to review under the Student Handbook for students, the Faculty Handbook for faculty, the Personnel Handbook, or other college policies and standards for employees.

### **Deadlines, Time, Notices, and Method of Transmittal**

Where the Title IX Policy specifies a period of days by which some act must be performed, the following method of calculation applies:

- Exclude the day of the event that triggers the period
- Count every day, including intermediate Saturdays, Sundays, and legal holidays recognized by the federal government
- Include the last day of the period until 5:00 p.m. Central Time, but if the last day is a Saturday, Sunday, or legal holiday recognized by the federal government, the period continues to run until 5:00 p.m. Central Time on the next day that is not a Saturday, Sunday, or legal holiday recognized by the federal government

All deadlines and other time periods specified in the Title IX Policy are subject to modification by the college where, in the college's sole discretion, good cause exists. Good cause may include, but is not limited to, the unavailability of parties or witnesses; the complexities of a given case; extended holidays or closures; sickness of the investigator, adjudicator, or the parties; the need to consult with the college's legal counsel; unforeseen weather events; and the like.

Any party who wishes to seek an extension of any deadline or other time period may do so by filing a request with the investigator, hearing officer, administrative officer, appeal officer, or Title IX Coordinator, as the case may be, depending on the phase of the process. Such a request must state the extension sought and explain what good cause exists for the requested extension. The college officer resolving the request for extension may, but is not required to, give the other party an opportunity to object. Whether to grant such a requested extension will be in the sole discretion of the college.

The parties will be provided written notice of the modification of any deadline or time period specified in the Title IX Policy, along with the reasons for the modification.

Where this policy refers to notice being given to parties "simultaneously," notice will be deemed simultaneous if it is provided in relative proximity on the same day. It is not necessary that notice be provided at exactly the same hour and minute.

Unless otherwise specified in the Title IX Policy, the default method of transmission for all notices, reports, responses, and other forms of communication specified in the Title IX Policy will be email using college email addresses.

A party is deemed to have received notice upon transmittal of an email to their college email address. In the event notice is provided by mail, a party will be deemed to have received notice three (3) days after the notice in question is postmarked.

Any notice inviting or requiring a party or witness to attend a meeting, interview, or hearing will be provided with sufficient time for the party to prepare for the meeting, interview, or hearing as the case may be, and will include relevant details such as the date, time, location, purpose, and participants. Unless a specific number of days is specifically specified in the Title IX Policy, the sufficient time to be provided will be determined in the sole discretion of the college, considering all the facts and circumstances, including, but not limited to, the nature of the meeting, interview, or hearing; the nature and complexity of the allegations at issue; the schedules of relevant college officials; approaching holidays or closures; and the number and length of extensions already granted.

#### **Disclosure of Outcome of Crime of Violence or Non-Forcible Sex Offense**

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

The previous paragraph does not apply to victims of dating violence, domestic violence, sexual assault, or stalking because under the Violence Against Women Act both the accused and accuser in these cases are given the results without the need to make a written request.

#### **REGISTERED SEX OFFENDER INFORMATION**

The Adam Walsh Child Protection and Safety Act of 2006 provides for the registration and tracking of sex offenders. Institutions of higher education are required to issue a statement advising the campus community of where to obtain law enforcement agency information provided by a state concerning registered sex offenders. The law also requires sex offenders already required to register in a state to provide notice, as required under state law, of each institution of higher education in that state at which the person is employed, carries on a vocation, or is a student. Information about registered sex offenders in Missouri is available from the Missouri Highway Patrol [mshp.dps.missouri.gov/MSHPWeb/PatrolDivisions/CRID/SOR/SORPage.html](https://mshp.dps.missouri.gov/MSHPWeb/PatrolDivisions/CRID/SOR/SORPage.html).

In addition, the United States Department of Justice's Dru Sjojin National Sex Offender Public Website is accessible at [nsopw.gov/](https://nsopw.gov/).

OCC's Security Department is not the custodian of the sexual offender's database. This falls under two County Sheriffs' Departments since the City of Joplin lies in two different counties. The telephone numbers for those counties are listed below.

- The number for Jasper County sexual offenders' data is 417.624.1601.
- The number for Newton County sexual offenders' data is 417.451.8300.

**ADDITIONAL CAMPUS SAFETY INFORMATION**

Additional information about campus safety can be obtained from OCC's Security Department located in the Casteel Administration Building (AC160) or by calling 417.626.1208.

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(See next page for the Annual Fire Safety Report – 2023)

## FIRE SAFETY



### **ANNUAL FIRE SAFETY REPORT - 2023**

The OCC Security Department publishes this Annual Fire Safety Report as part of its annual Clery Act Compliance document, via this annual report, which contains information with respect to the fire safety practices and standards for Ozark Christian College. This report includes statistics concerning the number of fires within on-campus residential facilities, the cause of each fire, the number of injuries and deaths related to a fire, and the value of the property damage caused by a fire. The compliance document is available for review 24 hours a day on the OCC website, and a physical copy may be obtained by making a request to the Security Department by calling 417.626.1208, or by visiting the Security Department office in person located in the Casteel Administration Building (AC160).

#### **General Residence Hall Fire Safety**

All of Ozark Christian College's on-campus residential student housing facilities are completely covered by hard-wired fire alarm systems, which are monitored twenty-four hours a day, seven days a week by OCC Security, IT personnel, and Physical Plant staff.

In addition, on-campus residential facilities have the following life safety systems: portable fire extinguishers, emergency lighting, emergency exit signs and doors, and fire tower stairways. A quality control program ensures that each building is inspected on a regular basis to ensure that these systems are in working condition and includes a yearly fire alarm systems test and inspection.

Each resident has access to the OCC Residence Halls Guidelines located on the Student Life tab in the student portal at [my.occ.edu/ICS/Student\\_Life/Student\\_Handbook.jnz?portlet=Free-form\\_Content\\_2017-07-31T10-07-35-592](https://my.occ.edu/ICS/Student_Life/Student_Handbook.jnz?portlet=Free-form_Content_2017-07-31T10-07-35-592). This resource includes information on fire safety and appropriate actions to take during a fire alarm or fire emergency. Every residence hall floor has an emergency evacuation map installed to direct occupants to primary and secondary exits. Fire drills are conducted each year by the Student Affairs Department.

If a fire occurs in an OCC-owned, -rented, -leased, or otherwise controlled building, community members should immediately notify the local fire department by dialing 911. OCC Security can be contacted at 417.626.1200. Campus Security will initiate a response to all fire alarms or

reports it receives. Upon confirmation of a fire, Campus Security will immediately summon the local fire department for assistance by contacting the 911 Jasper County Emergency Center. Fires should be immediately reported to the Security Department. If a member of the OCC community finds evidence of a fire that has been extinguished, and the person is not sure whether the Security Department has already responded, the community member should immediately notify the Security Department at 417.626.1208 to investigate and document the incident. For example, if a janitorial worker finds evidence of a fire in a trashcan in the hallway of a residence hall, they should not touch the trashcan, and should report the incident to the Campus Security immediately and wait for an officer's response. The officer will document the incident prior to removing the trashcan.

Fire alarms alert community members of potential hazards, and community members are required to heed their warning and evacuate buildings immediately upon hearing a fire alarm in a facility. Use the nearest stairwell and/or exit to leave the building immediately. Do not use the elevator. Community members should familiarize themselves with the exits in each building. The Security Department can work with other college offices to levy fines and penalties upon individuals who fail to evacuate a building promptly—but a more important reason for evacuating is for safety. When a fire alarm is activated, the elevators in most buildings will stop automatically. Occupants should use the stairs to evacuate the building.

### **Evacuation Policy and Procedures**

All students and employees must evacuate a residence hall when a fire alarm sounds. The RDs and RAs living in each hall assist in the evacuation process. Residents are instructed on the location of the assembly area for their hall by the RAs. Residents are not permitted to re-enter the building until the "all clear" is given by a campus official or the Fire Department. Should weather conditions be inclement or if the situation prohibits a timely re-entry, evacuated students will be temporarily relocated to another campus building.

Evacuation routes are posted on the emergency flipchart located in the lobby and the hallway of each floor of the residence hall. Students should become familiar with multiple evacuation routes out of their building and leave from the nearest safe exit. Students evacuating should take only important personal possessions within their immediate vicinity as well as shoes and outer clothing suitable for the weather.

RDs, RAs, and students are to assist individuals with disabilities. If someone cannot be evacuated due to an injury or disability, notify the first emergency responder encountered as you are leaving the building.

### **Fire Safety Violations and Prohibitions**

The Ozark Christian College Student Handbook, OCC Community Guidelines, and OCC Residence Hall Guidelines contains information on residence hall policies. The Student Handbook and related documents are located on the student portal and at [occ.edu/handbook](http://occ.edu/handbook). RDs and RAs

conduct health and safety inspections of residence hall rooms on a periodic basis each semester. Listed below are fire safety guidelines and prohibitions.

- Nothing may be hung from or attached to ceilings or other horizontal surfaces above the head.
- Nothing may be hung or draped over electrical outlets, smoke detectors, lamps, or other items with the potential to ignite the item through excessive heat exposure.
- Electrical outlets and extension cords may not be overloaded.
- All extension cords must be UL (Underwriter Laboratory) certified and should not run across open areas of the floor.
- Surge protectors should be UL approved. Instead of extension cords, use surge protectors for multiple plugs. Surge protectors should not be linked to other surge protectors or be placed underneath carpets.
- Electric candle warmers, candles (including the wickless variety), incense or any other open flames are prohibited in residence hall rooms or common areas. Evidence of violations will result in disciplinary action.
- The use of halogen and plastic multi-colored floor lamps is prohibited in residence hall rooms or common areas. Having such lamps will result in disciplinary action and immediate removal of the lamp.
- The use of cooking appliances in the residence halls with the exception of small coffeemakers in the residents' rooms and hot pots in the laundry rooms is prohibited. Foreman®-type grills are also prohibited in the residence halls.
- Ironing is not permitted in residents' rooms. Ironing boards are provided in each hall's laundry room. Students are responsible for providing their own automatic shut-off iron.
- No flammable materials or equipment that contains flammable materials (such as camping stoves, lanterns, etc.) may be stored in residence halls.
- Live Christmas trees are not allowed in residence halls. Residence life staff in each building will provide guidelines for holiday decorations to residents.
- Keep room clear of fire hazards that are created through the accumulation of potentially flammable materials such as newspapers, magazines, boxes, etc.
- Smoking is not permitted in any residence hall.
- Fireworks, flammable liquids, or other hazardous materials are not permitted in residence halls.
- Tampering with fire alarm or fire protection systems or deliberately causing a false fire alarm are violations of the student conduct code and students found responsible are subject to strict sanctions.

### **Fire Safety Education and Training**

RDs and RAs are staff who live in and supervise the college's residence halls. These employees receive annual fire safety, evacuation, and extinguisher training prior to residential students arriving for the fall semester. The staff holds educational floor meetings when students arrive on campus at which fire safety and evacuation procedures are covered with the resident students. Fire evacuation routes and procedures are posted in the lobby and on each floor of each residence hall.

Fire safety is reviewed with new employees during their orientation period. Specialized training is routinely provided to service employees (such as Dining Service and housekeeping staff) who



work in high-occupancy campus buildings and residence halls. Each department manager and faculty chairperson is responsible to see that fire safety guidelines are followed in their respective areas. The *OCC Emergency Procedures Guide* is attached to the wall on every floor of every building on campus, distributed to selected staff and outlines procedures for building evacuation and response to fire alarms.

The Physical Plant Department maintains an active working relationship with the City of Joplin Fire Marshall and consults with the Fire Marshall office on matters of fire safety when questions arise. The Fire Marshall's office conducts periodic inspections of campus facilities.

### **Daily Fire Log**

The Security Department makes the Daily Fire Log for the most recent 60-day period open to public inspection during normal business hours (typically Monday through Thursday, from 8:00 a.m. to 5:00 p.m., and Friday 8:00 a.m. to 4:00 p.m. except holidays) at the Security Department Office located in the Casteel Administration Building (AC160). Any portion of these crime and fire logs that are older than 60 days are made available for public inspection within two business days of a request.

All confirmed fires occurring within or on any all on-campus residential facilities will be included in the Daily Fire Log. The information in the fire log typically includes date of fire, time of fire, date reported, location, cause of fire, cost of property damage, injuries, and person submitting the report.

### **Emergency Building Evacuation Drills**

Fire/emergency building evacuation drills are conducted each year in all residence hall facilities. Emergency Building Evacuation Drills are conducted to familiarize occupants with emergency egress from a building and to establish conduct of the drill to a matter of routine.

Drills will include suitable procedures, such as potential room-to-room checks, to ensure that all persons subject to the drill participate. Any person who fails to participate in a drill will be subject to disciplinary action by the appropriate authority. In the conduct of drills, emphasis is placed on orderly evacuation rather than speed.

Drills will be held at expected and unexpected times, and under varying conditions to simulate the unusual conditions that can occur in an actual emergency. Participants shall relocate to a safe location outside the building and remain at such location until a recall signal is given or further instruction.

### **Plans for Future Improvements in Fire Safety**

The college continues to assess and upgrade fire safety equipment as an ongoing process, to ensure that all equipment meets National Fire Safety standards. Future improvements will be made as needed as part of the ongoing assessment, budget, and strategic planning process. We have no current plans for improvements.

## Fire Investigations/Arson

Every fire that is not known to be accidental (such as a cooking fire) is investigated by an arson investigator. OCC's fire investigator is Lea Ann Piercy. Fires determined through investigation to be willfully or maliciously set are classified as arsons for Clery reporting purposes.

### Who to Contact to Report a Fire

- For an active fire dial 911
- OCC Security 417.626.1200
- Student Affairs 417.626.1225

### On-Campus Housing Fire Safety Equipment and Statistics

Ozark Christian College has six student residence halls located at 1111 North Main Street, Joplin, MO 64801. The charts below indicate the fire safety equipment in each hall as well as fire events for the past three calendar years. Fire alarm systems are independent to each residence hall. When an alarm is activated, a local alarm sounds throughout the residence hall. Residence Directors (RDs) and Resident Assistants (RAs) immediately start the evacuation process, assess the situation and if needed call the Joplin Fire Department (911). Each residence hall alarm is monitored either by a contracted monitoring service or by OCC Security as indicated in the following chart. \*Note: Dennis Hall was renamed Mabee Hall in 2021.

## FIRE SAFETY SYSTEMS IN OZARK CHRISTIAN COLLEGE

### ON-CAMPUS RESIDENTIAL FACILITIES 2022

Current Fire Safety Systems in place within On-Campus Residential Facilities as of Calendar Year 2022							
Facility	Clery Classification	Fire Alarm Monitoring	Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans & Placards	Number of Evacuation (Fire) Drills Calendar Year 2021
Alumni Hall 1111 N. Main Street	On-campus	Local Alarm – monitored by off-site security service		xxx	xxx	xxx	2
Boatman Hall 1111 N. Main Street	On-campus	Local Alarm – monitored by off-site security service		xxx	xxx	xxx	2
Goodman Hall 1111 N. Main Street	On-campus	Local Alarm – monitored by OCC Security		xxx	xxx	xxx	2
Mabee Hall* 1111 N. Main Street	On-campus	Local Alarm – monitored by OCC Security		xxx	xxx	xxx	3
Strong Hall 1111 N. Main Street	On-campus	Local Alarm – monitored by OCC Security		xxx	xxx	xxx	2
Williamson Hall 1111 N. Main Street	On-campus	Local Alarm – monitored by OCC Security		xxx	xxx	xxx	2

\*Note: Formerly Dennis Hall Previous to 2021

**ANNUAL FIRE SAFETY REPORT/FIRE STATISTICS  
(On-Campus Residential Facilities – 2020, 2021, 2022)**

**(See following pages)**

**ANNUAL FIRE SAFETY REPORT/FIRE STATISTICS  
(On-Campus Residential Facilities – 2020, 2021, 2022)**

<b>ANNUAL FIRE SAFETY REPORT/FIRE STATISTICS (On-Campus) CALENDAR YEAR 2022</b>						
<b>Statistics and Related Information Regarding Fires in On-Campus Residential Facilities</b>						
<b>Residential Facilities</b>	<b>Total Fires in Each Building</b>	<b>Fire Number</b>	<b>Cause of Fire</b>	<b>Number of Injuries that Required Treatment at a Medical Facility</b>	<b>Number of Deaths Related to a Fire</b>	<b>Value of Property Damage Caused by Fire</b>
Alumni Hall 1111 N. Main Street	0	0	N/A	0	0	N/A
Boatman Hall 1111 N. Main Street	0	0	N/A	0	0	N/A
Goodman Hall 1111 N. Main Street	0	0	N/A	0	0	N/A
Mabee Hall* 1111 N. Main Street	0	0	N/A	0	0	N/A
Strong Hall 1111 N. Main Street	0	0	N/A	0	0	N/A
Williamson Hall 1111 N. Main Street	0	0	N/A	0	0	N/A

<b>ANNUAL FIRE SAFETY REPORT/FIRE STATISTICS (On-Campus) CALENDAR YEAR 2021</b>						
<b>Statistics and Related Information Regarding Fires in On-Campus Residential Facilities</b>						
<b>Residential Facilities</b>	<b>Total Fires in Each Building</b>	<b>Fire Number</b>	<b>Cause of Fire</b>	<b>Number of Injuries that Required Treatment at a Medical Facility</b>	<b>Number of Deaths Related to a Fire</b>	<b>Value of Property Damage Caused by Fire</b>
Alumni Hall 1111 N. Main Street	0	0	N/A	0	0	N/A
Boatman Hall 1111 N. Main Street	0	0	N/A	0	0	N/A
Mabee Hall* 1111 N. Main Street	0	0	N/A	0	0	N/A
Goodman Hall 1111 N. Main Street	0	0	N/A	0	0	N/A
Strong Hall 1111 N. Main Street	0	0	N/A	0	0	N/A
Williamson Hall 1111 N. Main Street	0	0	N/A	0	0	N/A

<b>ANNUAL FIRE SAFETY REPORT/FIRE STATISTICS (On-Campus)</b>						
<b>CALENDAR YEAR 2020</b>						
<b>Statistics and Related Information Regarding Fires in On-Campus Residential Facilities</b>						
<b>Residential Facilities</b>	<b>Total Fires in Each Building</b>	<b>Fire Number</b>	<b>Cause of Fire</b>	<b>Number of Injuries that Required Treatment at a Medical Facility</b>	<b>Number of Deaths Related to a Fire</b>	<b>Value of Property Damage Caused by Fire</b>
Alumni Hall 1111 N. Main Street	0	0	N/A	0	0	N/A
Boatman Hall 1111 N. Main Street	0	0	N/A	0	0	N/A
Dennis Hall 1111 N. Main Street	0	0	N/A	0	0	N/A
Goodman Hall 1111 N. Main Street	0	0	N/A	0	0	N/A
Strong Hall 1111 N. Main Street	0	0	N/A	0	0	N/A
Williamson Hall 1111 N. Main Street	0	0	N/A	0	0	N/A

\*Note: Formerly Dennis Hall previous to 2021