2017 ANNUAL CAMPUS SECURITY AND FIRE SAFETY REPORT

Kansas Christian College (KCC) Annual Campus Security and Fire Safety Report is published each year to provide crime and fire statistics as well as information on campus safety and security offered by the institution. We do this to comply with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

This report is prepared with data and information provided by the Student Services Office, campus safety and security personnel and the Overland Park Police Department. The report summarizes campus safety and security programs and contains policies and procedures designed to enhance personal safety at KCC. The 2017 Annual Campus Security and Fire Safety Report is posted on the institution website www.kansaschristian.edu.

To find information regarding campus safety or to request a paper copy of the report, contact the Student Services Office at 913.722.0272 ext. 8737, by email at student.services@kansaschristian.edu or write to:

Dean of Student Services
7401 Metcalf Ave.
Overland Park, KS 66204

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MESSAGE FROM THE DEAN OF STUDENT SERVICES

Welcome to Kansas Christian College!

We are a community of students, faculty, staff and visitors who collectively contribute to the mission of Christian higher education. This mission is accomplished best when fulfilled in a safe environment. This report provides information on safety at KCC including crime and fire statistics as well as procedures designed to maintain safety for employees, students and visitors.
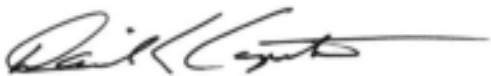
The Student Services Office ensures that KCC is in compliance with government regulations regarding institutional safety. Specific duties include the following:

- Oversee and assist in the implementation of safe doors and alarm and notification systems;
- Maintain clear oral and written communication with the facilities coordinator and vice-president of operations on safety matters;
- Provide for protection, replacement, and maintenance of campus keys, electronic access cards and lock systems;
- Recommend safety and security plans;
- Ensure compliance with fire, building, health and safety codes.

The Student Services Office is responsible to oversee security, to facilitate emergency plans as needed, to assist with fire and tornado alarms, and to provide safety notifications.

The 2017 Campus Security and Fire Safety Report is an information document to help familiarize employees, current and prospective students, and parents with the services provided and resources available to our campus community. I encourage you to ask questions and share ideas with Student Services and campus safety and security personnel as you consider your important role in maintaining a safe, secure environment for all.

Sincerely for a good and safe campus for all,

David K Carpenter
Dean of Student Services

INTRODUCTION AND PURPOSE

In 1998, the federal government passed the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (also simply known as the Clery Act). This law requires colleges receiving federal funding to publish an annual report disclosing campus security policies and three years of selected crime and fire statistics, to make timely warnings to the campus community about crimes that pose an ongoing threat to students and employees, and to post a public crime log.

Kansas Christian College is a small educational community of approximately 200 students and 45 employees located in the residential community of Overland Park, KS. Overland Park's estimated population in 2014 was 184,525. It is part of the greater Kansas City area with an estimated 2014 population of 2,071,133. The campus includes the Overland Christian Schools, a preschool through grade twelve academy of approximately 150 students.

The 2017 Campus Security and Fire Safety Report details important efforts to prepare for campus safety needs. This report meets federal requirements for annual reporting of incidents on campus including the requirements of the Higher Education Opportunity Act of 2008 related to the Jeanne Clery Act, emergency notification and fire safety reporting.

The purpose of the Clery Act is to provide students, families and employees with accurate, complete and timely information about campus safety so that they can make informed decisions. This report also includes information and policy statements regarding campus security and safety, for example: crime prevention, security awareness, fire safety, alcohol and substance abuse, sexual assault, procedures for reporting a crime, emergency and evacuation procedures, and other matters of importance to the campus community.

CLERY ACT COMPLIANCE

The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act, as a part of the Higher Education Act of 1965, is a federal law that requires colleges and universities to disclose certain timely and annual information about campus crime, security and fire safety policies. All public and private institutions of post-secondary education participating in federal student-aid programs are subject to it. Requirements include:

- Publishing an annual report disclosing campus security policies and three years of selected crime and fire statistics.
- Making timely warnings to the campus community about crimes that pose an ongoing threat.
- Keeping a public crime log.
- Upholding basic rights to victims of sexual assault.

- Making accurate crime statistics available to the U.S. Department of Education that centrally collects and disseminates campus crime statistics at the national level.
- Facing possible fines from the U.S. Department of Education when schools fail to comply with the Clery Act.

THE MAKING OF THE ANNUAL REPORT

The Annual Campus Security and Fire Safety Report is available at www.kansaschristian.edu. The crime and fire safety statistics are posted annually on the Department of Education website. This year's report reflects crime and fire statistics that were reported in 2014, 2015, and 2016. Statistics for the current calendar year will appear in the report filed in 2018.

Crime statistics include certain categories of crimes and judicial referrals required for disclosure under the act which occurred on campus, in campus buildings and on public properties immediately adjacent to and accessible from the KCC campus.

- For Clery crime categories and definitions see page 32.
- For Campus security personnel and contacts see page 8.

Campus crime, arrest and judicial referral statistics include those reported to KCC Student Services, campus security personnel and law enforcement authorities in whose jurisdiction KCC property resides. KCC discloses all incidents reported to the department that fall into any of the required reporting classifications as statistical information in the annual report. Fire statistics, provided by the Campus Safety and Security and the Student Services Offices, are for events that occur in student residential facilities.

The dean of student services is responsible for collecting and compiling crime and fire statistics and for publishing the report. In addition to crime and fire statistics, program and policy statements are collected from the Campus Safety and Security and Student Services Offices and are included in this report.

The Annual Campus Security and Fire Safety Report is released by October 1 of each year in compliance with federal crime awareness and campus security legislation, including The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act.

Notification Process

By October 1 of each year, all KCC employees and enrolled or prospective students receive an email notification regarding the availability of the Annual Campus Security and Fire Safety Report. The email provides information regarding how to access the report.

<u>Sample notification</u>

> October 1, 2016
>
> Dear Kansas Christian College Employee, Student, or Prospective Student:
>
> In compliance with federal law, Kansas Christian College prepares an annual report on campus security and fire safety programs and services. The 2017 Annual Campus Security and Fire Safety Report is available online at www.kansaschristian.edu, and as hard copy in the Student Services Office.
>
> The report includes crime statistics for the previous three calendar years concerning reported crimes that occurred on campus and on public property immediately adjacent to and accessible from the campus. Fire statistics for the previous two calendar years are included.
>
> The report also includes information and policy statements regarding campus security and safety, for example: crime prevention, security awareness, fire safety, alcohol and substance abuse, sexual assault, procedures for reporting a crime, emergency and evacuation procedures, and other matters of importance to the campus community.
>
> ## CRIME STATISTICS REPORTING POLICIES AND PROCEDURES
>
> KCC is responsible for gathering statistics for criminal activity on and near campus, identifying reportable crimes and delivering reports of this data annually. The Clery Act requires reports be disseminated to the U.S. Department of Education and delivered to members of the campus community.
>
> KCC collects crime statistics from the previous calendar year through on-campus incident reports and statistics provided upon request by the Overland Park Police Department.

CAMPUS HOUSING SAFETY

Residence Halls

With approximately 60 students living in campus residence halls, KCC continually strives to develop shared responsibility for safety in its student population. Residence hall staff members work with campus safety and security and residents to identify and resolve security concerns. Student safety and security starts with students. Crime prevention strategies are learned behaviors. Safe behaviors learned at college will serve students well now and in the future. KCC urges students to practice safe behaviors as soon as they move in. Safety education is emphasized during new student orientation, in residence hall meetings, and when deemed necessary in campus chapel services. Students are given specific instructions to keep room doors locked at all times, to never lend keys or prop security doors open, and to report strange or unusual behavior and unexpected, unknown visitors on campus to a campus security authority.

To prevent unauthorized entry onto the student residence floors, residence hall interior hallway doors are locked at all times. Exterior doors are unlocked most of the daytime hours. Every resident has a room key and a residence floor key that provides access to that student's floor of the residence hall.

The residence halls have resident educators and live-in resident assistants to assist with student needs and to provide safety and security assistance. Student services personnel are available to assist students twenty-four hours a day, seven days a week.

Employee Housing and Apartments

KCC operates seven employee houses and apartment units. Residents of on-campus housing are expected to contact the facilities coordinator or Overland Park Police when needed.

Emergency Preparedness Committee

The following individuals shall comprise the Emergency Preparedness Committee for KCC:

Committee Member	Campus Ext.	Off-campus
Dean of Student Services; David Carpenter	8737	913.486.6627
VP of Operations; Chad Pollard	8730	913.223.2000
VP of Academic Affairs; Christopher Sumpter	8727	
OCG Administrator; Cheryl Carpenter	8736	913.226.9215
OCH VP Academics; Ben Nelson	8745	913.220.9648
OCH VP Student Affairs; Jennifer Carpenter	8746	913.221.2424
Facilities Coordinator; Harold Carpenter	8739	913.706.5702

The president shall appoint the Director of Emergency Preparedness (May be one of the committee members)

EMERGENCY CONTACT NUMBERS

Title	Employee	Home Number	Cell Number
Director of Emergency Preparedness	Tim Scott	None	417.296.0386
President	Delbert Scott	None	417.839.0605
Dean of Student Services	David Carpenter	None	913.486.6627
VP for Academic Affairs	Christopher Sumpter	None	913.314.6187
Facilities Coordinator	Harold Carpenter	None	913.706.5702
OCG Principal	Cheryl Carpenter	None	913.226.9215
OCH Vice-Principal (Student Affairs)	Jennifer Carpenter	None	913.221.2424
OCH Vice-Principal (Academics)	Ben Nelson	None	913.220.9648
OCS Secretary	Tina Linick	None	913.963.5685
Resident Educator	Leandra Martin	None	913.481.2396
Resident Educator	Matt Martin	None	254.644.0492
Counselor	Dorie Scofield	None	913.660.3191
Campus Chaplain	Matt Lee	None	913.952.8232
Community Information			
Police, Fire & Ambulance		911	
Police/Non-Emergency		913.895.6300	
Regional Poison Control Center		913.588.6633	
Shawnee Mission Medical Center		913.676.2000	
Overland Park Regional		913.541.5000	
Shawnee Mission School District		913.993.6200	
Kansas City Power and Light		816.471.5275	
Kansas Gas Service (Customer		800.794.4780	888.482.4950
Consolidated Communications (Phone)		913.322.9994	

SECURITY AWARENESS and PREVENTION PROGRAMS

Safety procedures are presented during orientation periods for students and staff. Student services personnel will encourage students and employees to be aware of their own responsibility for their personal security and for the security of others.

Safety notices will be given to students and employees throughout the academic year as needed. Non-emergency alerts and notices will be announced in chapel and/or kansaschristian.edu email broadcasts. Emergency notices will be given through the campus paging system, kansaschristian.edu email broadcasts and/or text messages.

Personal Safety

Survivors of crimes are not responsible for their victimization, regardless of their actions. Criminals are responsible for crime. Not all crimes can be prevented with preparation and readiness, but campus community members can improve their personal safety by taking the following precautions:

- If you are working or studying late, arrange to leave with a friend. Lock doors and windows if you are working late alone.
- Refrain from getting in elevators or isolated places(such as stairways) with people who look out of place or behave in a strange or threatening way.
- Always immediately report suspicious people or conditions to the facilities coordinator or the resident educators or the resident assistants. Program the numbers for these personnel into your cell phone for quick access.
- If you are being followed, go to a populated area.
- Be alert to any suspicious persons or vehicles.
- Carry a fully charged cell phone with emergency numbers pre-programmed.

Property Protection

- Do not leave valuables (backpacks, wallets, purses, keys, computers, phones, electronic devices, etc.) unattended.
- Engrave personal property, such as electronic or sporting equipment, with driver's license number and state like this: KS_Kxx-xx-xxxx.
- Keep a written record of all personal valuables, including descriptions and serial numbers. It is evidence that you are the rightful owner of the property.

Office and Work Area Security

- Never leave purses, wallets, or other valuables unattended. Carry them, or lock them in a drawer or closet.
- Do not leave keys unattended, and do not loan out KCC keys.
- Either contact a supervisor to approve or request evidence of authorization from persons asking for confidential information or from delivery or repair people who want to enter an area restricted to employees or students.

Key Control

- Those responsible for office keys should not leave them unattended, in plain sight on a desk, or in a top drawer where they could be easily taken or copied.

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- Give keys only to those who have a legitimate need and make sure they are returned.
- If keys are lost or stolen, notify the Student Services Office, campus safety and security, or the facilities coordinator immediately.
- For more information, contact the Student Services Office (913.647.8737)

Parking Safety

- Lock vehicles at all times.
- When returning to a vehicle, have the keys out while approaching. Check the interior before getting inside.
- Notify security or student services personnel immediately of any suspicious people loitering in the parking lot.
- Remove all valuables from vehicles. Leave them in your residence, carry them, or lock them in the trunk.
- Do not leave any items in the vehicle where they can be seen. Vehicles are often broken into for small amounts of change and for bags or boxes. A thief does not know that the bag is empty or contains something of little value.

In a Threatening Situation

- If physically attacked, attract attention by yelling loudly or using a whistle.
- If using self-defense tactics or equipment such as pepper spray, run away as soon as the attacker is disabled.
- Decide what to do in various situations before they occur. Try role-playing with a friend.
- If confronted by individuals who only want property, give it to them.
- Try to get an accurate description of the assailant. If a vehicle is involved, get the license number (if it is possible to do so safely) and call the police.

Incident Reporting

- For emergencies or a crime being committed, call 911.
- Report all crimes, no matter how minor they may seem. Notify campus safety and security of all suspicious persons or activity.
- Report any poorly-lighted or unsafe-looking areas on campus as well as any malfunctioning lights, doors or windows to the Student Services Office.

Important Phone Numbers

- Emergencies: 911
- KCC Non-Emergency: 913.722.0272
- Campus Safety and Security: 913.948.8267
- Student Services: 913.647.8737
- Overland Police Department non-emergency: 913.895.6300

CAMPUS SAFETY

When crimes occur on campus, student services or campus safety and security informs campus community members so they can take precautions to avoid becoming victims of crimes, or so they can aid in the solving of crimes. The dean of student services regularly tracks, evaluates and distributes crime data. For questions or information requests, call student services at 913.647.8737 or email student.services@kansaschristian.edu.

KCC student services provides the following safety tips to increase awareness of safety concerns and to further inform the campus community of the nature of potential crimes and crimes KCC reports.

Assault/Robbery/Sexual Assault

Any involuntary sexual act in which a person is threatened, coerced, or forced to engage against his or her will, or any sexual touching of a person who has not consented, is a crime.

- Encourage friends to travel in pairs or with trusted companions, especially at night or in remote areas.
- Avoid walking in areas alone or known to be unsafe. Ride the bus, call a taxi or call a friend for a ride.
- If you feel you or others are in danger, call 911.
- To report suspicious, illegal or unusual activity on or near campus, call Campus Safety and Security, resident educators or the facilities coordinator. For emergencies or if you see a crime being committed, call 911.

Resources Available for Survivors of Crime

- For students and employees contact the student services personnel.
- For students and employees, medical and sexual assault examination services are available at area hospitals.
- For employees, the Human Resources Office will assist in connecting to resources.
- For students, the Student Services Office and resident educators will assist in connecting to resources.
- An available local resource is the Metropolitan Organization to Counter Sexual Assault
  - Crisis Hotline: 913.642.0233
  - Business Number: 816.931.4527

Burglary/Break-In/Etc.

- It is a crime to enter someone's residence without permission, regardless of whether the door is locked.
- Communities are safest when members look out for each other: report any suspicious activity or unauthorized strangers immediately.
- Immediately report criminal activity (such as a break-in or intruder, robbery, or assault) to 911 or for non-emergency situations on campus, to campus safety and security or residence hall staff.
- Immediately report any malfunctioning doors or windows in your residence to the facilities coordinator by email to facilities.coordinator@kansaschristian.edu or by calling 913.647.8739 or to the residence hall staff, and insist the problem be corrected as soon as possible.
- In residence halls, do not admit or allow strangers to enter behind you (even as a courtesy) and do not lend out keys or access cards.
- Report or question visitors in the residence hall who you do not recognize as being authorized occupants.
- Only open entry doors of a residence hall to someone you know and trust.
- Keep doors to residence hall floor secure (locked and closed) at all times.
- Lock doors of unoccupied offices.

KCC Drug and Alcohol Prevention Program

In accordance with the Drug-Free Schools and Communities Act Amendments of 1989, Kansas Christian College is required to establish a drug and alcohol prevention program for its students and employees. The program includes an annual orientation seminar on drug and alcohol abuse as well as distribution of the Drug and Alcohol policy each semester. A biennial review of this program is conducted by a committee comprised of the Student Development Committee, the vice-president of academic affairs and the president of the Student Council to determine its effectiveness, implement changes as needed and ensure that KCC's disciplinary sanction described herein is consistently enforced.

Drug and Alcohol Policy

The unlawful possession, use, distribution and sale of alcohol of any description and illicit drugs including marijuana, is completely and strictly prohibited on the campus of Kansas Christian College or by any student or employee of KCC. Those in violation risk immediate dismissal and are subject to civil penalty as well. Criminal penalties for violation of federal and state laws include significant fines and imprisonment up to and including life.

Health Risks

Major health risks include:

- Alcohol and other depressants: Addiction; accidents as a result of impaired ability and judgment; overdose when used with other depressants; damage to a developing baby during pregnancy; heart and liver damage.
- Marijuana: Addiction; panic reaction; impaired short-term memory; increased risk of lung cancer and emphysema; impairment of driving ability.
- Cocaine: Addiction; heart attack, seizures, lung damage; severe depression; paranoia; psychosis. Similar risks are associated with other stimulants such as speed and uppers.
- Hallucinogens: Unpredictable behavior; emotional instability and violent behavior; organic brain damage in heavy users; convulsions; coma.
- Narcotics: Addiction; accidental overdose; risk of hepatitis and AIDS from contaminated needles.

Resources

A variety of resources are available for drug and alcohol counseling, treatment, or rehabilitation programs. While Kansas Christian College does not provide these services, referrals to area resources can be obtained from Student Services. Additionally, Shawnee Mission Health provides a substance abuse program: http://www.shawneemission.org/health-services/behavioral-health/addiction-recovery-services#.U0WhCvldVEM

Infractions

Violation of these regulations will result in disciplinary action up to and including expulsion for students and dismissal for employees. A student's first violation will result in mandatory three-day suspension and completion of an appropriate rehabilitation program; the second violation will result in mandatory expulsion. An employee's first violation will result in mandatory dismissal.

Counseling Services

Mid America Nazarene University Community Counseling Center

14201 S. Mur-Len, Suite 201

Olathe, KS 66062

Email: communitycounseling@mnu.edu

Phone: 913.971.3733 ~ (income-based sliding scale fees)

Counselors are 2nd year graduate counseling students supervised by a clinically licensed clinician

Rape, Sexual Assault and Abuse

Metropolitan Organization to Counter Sexual Assult

3100 Broadway, Suite 400

Kansas City, MO 64111-2591

24-hour Hotline: 913.642.0233

Business Number: 816.931.4527

Emergency (Go to any hospital emergency room)

Shawnee Mission Medical Center

9100 W 74th St.

Overland Park, KS 66204

CRIME REPORTING METHODS

- Dial 911 for emergencies or to report a crime in progress.
- Contact campus safety and security personnel or residence hall staff for non-life threatening situations or non-emergencies, to report a crime that has occurred, or to report security-related issues.
- Make a report in person at the Student Services Office in the Administration Building.
- Email student services personnel:
  - o Dean of Student Services – student.services@kansaschristian.edu
  - o Resident Educator – student.housing@kansaschristian.edu

Suspicious Activity

Any suspicious persons or activity observed on or near campus, in the parking lots, around vehicles and inside residence halls or buildings should be reported to the residence hall staff or to campus safety and security personnel unless a life-threatening situation occurs. If a threatening situation arises, call 911.

Criminal Activity

Any crime, no matter how small, is important to the Student Services Office and administration. KCC encourages all campus community members to promptly report crimes. Prompt reporting supports the apprehension of the perpetrator(s), aids in providing timely warning notices to the community when appropriate, may aid in the prevention of similar crimes, and ensures inclusion in annual crime statistics.

Crime Awareness

- Students and employees should be aware of crime in order to take the necessary precautions to avoid becoming victims.
- When a warning is determined to be warranted for safety reasons, the Student Services Office informs the campus community of crimes that occur on or near campus via email, chapel announcements, public address system announcements, and/or text messaging.
- A campus crime log is available in the Campus Safety and Security Office for public viewing during business hours or may be requested via email.

SEXUAL ASSAULT PREVENTION AND RESPONSE

Prevention

Awareness

Kansas Christian College informs students in New Student Orientation and through the *Student Handbook* what constitutes sexual harassment, including sexual assault, intimate partner violence and stalking, and instructs in how to respond when victimized.

Response

KCC is committed to providing a safe environment for its students. In support of that commitment, KCC has established processes for reporting concerns regarding sexual assault and for providing support to any member of the KCC community who has experienced sexual assault.

Reporting

Any member of the KCC community who has experienced or who has knowledge about unwanted sexual behavior, including sexual assault, intimate partner violence and stalking, is encouraged to file a report as soon as possible with any student services personnel or with the Title IX coordinator. Victims or witnesses may call 911 for emergency assistance. If assistance is needed in notifying authorities, the institution's personnel will assist with the process.

Kansas Christian College takes seriously all reports of sexual harassment, including sexual assault. Consistent with its obligations under Title IX, the institution investigates incidents of sexual harassment to the extent possible based on available information, takes steps to stop any inappropriate behavior and to remediate the effects of inappropriate behavior, and takes steps reasonably calculated to prevent any future inappropriate behavior. Any member of the KCC community who has questions about Title IX or wishes to report a concern is invited to contact the KCC Title IX coordinator, Christopher Sumpter, at 913.647.8724. Incidents of alleged sexual harassment by and/or against KCC students can be reported directly to the dean of student services at 913.647.8737 or resident educator at 913.948.8268. Incidents of alleged sexual harassment by KCC employees can be reported directly to the Title IX coordinator at 913.647.8724.

KCC employees who become aware of issues of possible sexual harassment, including sexual assault, are required to notify appropriate KCC officials as follows:

- The Student Services Office at 913.647.8737 or the Title IX Office at 913.647.8724 for incidents involving behavior by students
- The Human Resources Office at 913.647.8737 or the Title IX Office at 913.647.8724 for incidents involving behavior by employees

When the institution is aware of an incident of sexual harassment, it is required to investigate the concern, stop the inappropriate behavior, remedy the effects of inappropriate behavior and take steps reasonably calculated to stop future inappropriate behavior. When a sexual assault is committed, the first concern is the safety and well-being of the victim. The response proceeds in a manner that is sensitive to the needs and impact on a victim, while also ensuring the ongoing safety of the campus community. A report to an employee of possible sexual harassment, except those with a narrowly defined privilege under the law, triggers a duty to investigate and stop inappropriate behavior.

Students and employees who wish to seek counsel and/or resources without informing law enforcement or triggering a duty to investigate by the institution have options that are more confidential, while still complying with federal and state law. Those include reporting to the following:

KCC Counselor – 913.647.8732; KCC Campus Chaplain – 913.647.8728

Please understand that sexual assault is a crime and is reportable to the police. If in immediate danger, call 911. If not in immediate danger, you may call the Overland Park Police dispatch number at 913.895.6300.

Counseling professionals in the Counseling Center can provide crisis intervention and support. KCC professional staff can assist students with integrated and coordinated services on the campus and in the greater community. If facing a crisis, students may contact Student Services personnel 24/7 at the following number:

Resident Educator – 913.948.8268

Students who have experienced sexual assault or intimate partner violence are encouraged to get medical attention as soon as possible. Student services personnel are available to provide confidential transport to area clinics and hospitals.

A medical sexual assault forensic exam may be completed within eighty-four hours to collect evidence in case the victim decides to report the assault at a later date. Partial evidence may also be collected within one week. To preserve evidence, students who have experienced sexual assault are advised to not shower, bathe or wash. Clothes, sheets, blankets or other items of possible evidentiary value should be placed in a paper bag. Please contact or go to a local hospital. Student services personnel are available to advise, assist, support, and transport a sexual assault victim.

Sexual Assault Support System

The Student Services Office serves as the initial point of contact for reporting incidents of student-on-student sexual harassment and provides the following support:

- provides initial crisis intervention,
- informs students of available services on campus and in the community and what to expect with respect to the services,
- advises students of the institution's obligation to look into concerns regarding alleged sexual harassment, and to take steps to end inappropriate behavior and keep it from recurring,
- coordinates efforts to remedy the effect of inappropriate sexual behavior, such as arranging appropriate academic accommodations, changes in on-campus living arrangements, referral to

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on- and off-campus resources for counseling, health care and/or advocacy services, and assistance with student financial aid

The Title IX and HR Offices serves as the initial point of contact for KCC offices and personnel reporting incidents of alleged sexual harassment by employees.

Concerns involving behavior by students are addressed in the *Student Handbook* and are administered by the Student Services Office. Students, employees and community members can file concerns with student services personnel.

As part of the student conduct policies adjudication process, the accuser and the accused are entitled to the same opportunities to have others present during a disciplinary hearing. Guidelines for cases involving sexual misconduct are detailed in the *Student Handbook*. Additional information concerning the student conduct process can be obtained from the Student Services Office.

Both the accuser and the accused student must be informed of the outcome of any institutional disciplinary proceeding that is brought alleging a sex offense. Compliance with this paragraph does not constitute a violation of the Family Educational Rights and Privacy Act (FERPA). For the purpose of this paragraph, the outcome of a disciplinary proceeding means only the institution's final determination with respect to the alleged sex offense and any sanction that is imposed against the accused. A student found responsible for violating the student conduct policies as found in the *Student Handbook* or *College Catalog* may be suspended or expelled. The student conduct process does not preclude the case from being criminally prosecuted in the criminal justice system.

Concerns involving behavior by employees (employee behavior toward students and non-students) are addressed through grievance processes administered by the Title IX and HR Offices. All conduct and grievance processes are conducted in a manner that is consistent with state and federal law and provide required due process to all parties.

In all processes, if a student is found to have violated the student conduct policies, or an employee is found to have violated an institutional policy prohibiting sexual harassment, appropriate sanctions are imposed following the appropriate disciplinary procedures affording parties required due process. Sanctions can include the following:

- Students: sanctions may include expulsion, disciplinary probation, service hours, loss of privileges, conduct reprimand or required educational activities such as reflection paper, accruing of disciplinary penalty points, or educational meeting.
- Employees: sanctions may range from a letter of clarification up to and including termination for cause.

For more information regarding the student conduct processes, contact the Student Services Office. For more information regarding grievance processes for addressing behavior by KCC employees, contact the Title IX and HR Offices.

Disclosure to Alleged Victims of Violence or Non-Forcible Sex Offense

The institution will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the results of any disciplinary hearing conducted by the institution against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, the institution will provide the results of the disciplinary hearing to the victim's next of kin.

Procedures for Faculty and Staff Response to Incidents of Sexual Harassment

Reports from Students

- If a student needs immediate medical attention or there is an imminent danger to the student or others, call 911.
- College employees have a duty to report any incidents involving sexual harassment of students.
  - o Report incidents involving alleged incidents of sexual harassment by students to the Student Services Personnel.
    - Dean of Student Services 913.647.8737
    - Resident Educator 913.948.8268
- Student Services personnel will inform the student of resource options.

Reports from Employees: Report incidents involving alleged incidents of sexual harassment by the institution's employees to the Title IX coordinator at 913.647.8724

Campus and Community Resources

Mid America Nazarene University Community Counseling Center

14201 S. Mur-Len, Suite 201, Olathe, KS 66062

Email: communitycounseling@mnu.edu

Phone: 913.971.3733 ~ (income-based sliding scale fees)

Counselors are 2nd year graduate counseling students supervised by a clinically licensed clinician

Metropolitan Organization to Counter Sexual Assult

3100 Broadway, Suite 400, Kansas City, MO 64111-2591

24-hour Hotline: 913.642.0233

Business Number: 816.931.4527

Shawnee Mission Medical Center

9100 W 74th St., Overland Park, KS 66204

Student Support Services

- Dean of Student Services
- Title IX Coordinator
- Resident educators
- On-campus pastoral counselors on-campus faculty and staff lay counselors

Academic support services

- Academic Affairs Office
- Tutoring Center

Campus offices responsible for student conduct processes provide information to complainants and advise them of their right to report incidents of sexual harassment and pursue administrative policy violations through the Office of Student Services (if the alleged perpetrator is a student) or the Title IX and Human Resources Office (if the alleged perpetrator is a KCC employee).

Additional Information of Legal Rights and Procedures

See Kansas Civil Rights Commission website http://www.khrc.net/ and the Kansas Attorney General website http://ag.ks.gov/.

Sex Offender Registration Information

It is the policy of the institution to not knowingly accept applicants to the institution as students or employees it considers to be a potential danger to the safety, security, and educational environment of the institution.

The Campus Sex Crimes Prevention Act (Section 1601 of Public Law 106-386), a federal law enacted on October 28, 2000, provides for the tracking of convicted, registered sex offenders enrolled as students at institutions of higher education or working or volunteering on campus. The act amends the Jacob Wetterling Crimes against Children and Sexually Violent Offender Registration Act to require 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. It requires that state procedures ensure this registration information is promptly made available to law enforcement agencies with jurisdiction where the institutions are located and that it is entered into appropriate state records or data systems.

These changes took effect October 28, 2002. The act also amends the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act to require institutions of higher education to issue a statement, in addition to other disclosures required under that act, to advise the campus community where to obtain law enforcement agency information provided by a state concerning registered sex offenders. These changes took effect October 28, 2002 and this notice has been a requirement beginning with the annual security report due October 1, 2003.

The Kansas Bureau of Investigation website provides this list at http://www.kbi.ks.gov/registeredoffender/.

CONFIDENTIAL REPORTING PROCEDURES

- The institution's policy regarding the confidential reporting of crimes is to protect the identity of those reporting crimes to the extent that the law allows. Anonymous reports will only be accepted if the information is substantiated by means other than the caller's veracity.
- Campus "pastoral counselors" and campus "professional counselors," when acting as such, are not considered to be campus security authorities and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are encouraged (if and when they deem it appropriate) to inform their counselees of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

Counselors are defined as:
- Pastoral Counselor: An employee of an institution, who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.
- Professional Counselor: An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution's community and who is functioning within the scope of his or her license or certification.
- Other persons who have significant responsibility for campus and student activities and who counsel or advise students and employees are not exempt from reporting, even if the counseling is confidential.

TIMELY WARNINGS

The institution may send out two types of alerts that satisfy Clery Act requirements to inform campus residents of safety and security threats: "emergency notifications" and "timely warnings."

"Emergency notifications" are used to immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus. The process for the emergency notifications, as well as for emergency evacuations and response, can be found in the following section.

"Timely warning" notices are usually distributed for the following crimes: criminal homicide, sexual assault, robbery, aggravated assault, burglary, motor vehicle theft, arson, and hate crimes. These crimes are not inclusive and warnings may be issued for any serious or continuing threat to person, property or campus safety. Each incident is considered on a case-by-case basis depending on the facts of the case and the information known by KCC student services personnel or administrators.

Timely warnings are developed and activated by the dean of student services or a designee. They are sent via text messaging and kansaschristian.edu email accounts of all employees and students. Timely warnings, when deemed significantly urgent, may also be announced over the all-campus paging system. Follow-up information may be distributed later, such as if a suspect responsible for a series of campus crimes has been apprehended. Timely warnings will include information that will aid in the prevention of similar crimes.

The timely warning development process: A report is referred to the dean of student services, resident educators or administrator on call. Each such incident is considered on a case-by-case basis, depending on the facts of the incident and the information available to KCC staff, and evaluated as to the immediate or ongoing threat to campus. If a timely warning is indicated, the dean of student services, resident educators or administrator on call drafts a notice. The Student Services Office initiates the paging and electronic announcements. When Clery Act crimes, or other incidents that represent a serious or continuing threat to person, property or campus safety, occur near KCC property, KCC works closely with local law enforcement to ensure that the campus community is notified in a timely manner.

EMERGENCY RESPONSE AND EVACUATION POLICY

Kansas Christian College has developed a comprehensive emergency notification system that allows for the use of text messaging, emails, website homepage alerts, classroom alerts and residence hall alerts to notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff.

Emergency Response

An emergency is an event, expected or unexpected, that poses an immediate threat to the health and safety of students, faculty and staff.

All faculty, staff, and students are instructed in the basic skills of responding to emergencies in campus meetings and are given access to the Emergency Response Plan. They are informed to call 911 to report life threatening emergencies and the institution receptionist during business hours for other emergency assistance. The receptionist will contact student services personnel.

Confirmation of an emergency is determined when an incident commander (per the KCC Emergency Plan), public safety officer, fire official or local law enforcement agency assesses the situation to confirm that there is an emergency. That confirmation will be communicated to at least one of the following: dean of student services, resident educator, campus safety and security personnel, facilities coordinator or administrator on call.

The *Kansas Christian College Emergency Plan* is designed to provide the institution a management tool to facilitate a timely, effective, efficient, and coordinated emergency response. The *Emergency Plan* establishes that the institution president appoints a director of emergency preparedness to direct the emergency response.

Emergency Communication Systems

KCC uses the following methods to communicate with the campus community during a crisis or emergency:

- Emergency text messaging
- Public address announcements in all campus buildings including classrooms, offices, residence halls, Student Center, library, etc.
- Email alerts to kansaschristian.edu addresses
- Website posting

Security personnel, administrators, and student services personnel are authorized to launch, without further approval, an emergency alert when an emergency (e.g. an event, expected or unexpected, that poses an immediate threat to the health and safety of students, faculty and staff) has been confirmed and timely notification is necessary and requires immediate action.

If an appropriate script does not exist, the director of emergency preparedness or the designated on-site designated incident commander would determine the content of the notification and initiate the notification system through the IT Office, security and student services personnel.

Potential incident commanders include the following departments: members of the Administrative Committee (president, dean of student services, VP of operations, VP for academic affairs, VP of finance, facilities coordinator, etc…) and resident educator.

The policy guiding the system confirms that Kansas Christian College will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

How to Sign Up for Emergency Notification

- Sign up online in the student information system: https://kcc.populiweb.com
- For additional information, email the IT Department at information.technology@kansaschristian.edu.

Emergency and Evacuation Procedures

The institution publicizes general emergency response and evacuation procedures to the campus community through emergency documents and posters. Evacuation maps are posted in every on-campus residence hall housing facility. Evacuation drills occur at the beginning of each term and are audited for compliance.

According to institutional policy, the campus safety and security coordinator, in cooperation with the Student Services Office, is responsible for developing and testing evacuation procedures specific to each building and location.

Testing and Exercises

Tests and exercises provide opportunities to evaluate the institution's emergency response training and its ability to respond effectively to an emergency. They allow the institution to identify weaknesses in policies, plans, procedures, facilities, equipment, training, and performance. Action items identified during post-exercise and post-test evaluations are recorded for potential incorporation into emergency plans, procedures, and training as appropriate. The campus safety and security coordinator, in cooperation with the Student Services Office, has overall responsibility for coordinating emergency tests and exercises on campus.

Fire drills & alarms

The campus safety and security coordinator in cooperation with student services personnel and facilities coordinator conducts and audits fire drills.

Alarm system checks

Fire alarm systems are checked annually and monitored constantly by an alarm notification contractor for system problems.

SECURITY OF AND ACCESS TO FACILITIES

During business the following buildings have open access:

College Building and Student Center

Administration Building

Business Offices

Academic Offices

The following buildings/areas are secured at all times except during certain on-campus events where access is needed for large numbers of visitors (e.g. Orientations, Back-to-School Bash, and recruitment events) and require a key to enter.

Palmer Education Center

A.C. Watkins Memorial Library

Shaver Hall – residence hall floors

During non-business hours only the Student Center, Shaver Hall (lower level) and gym are accessible without a key or access card.

The residence hall is secured twenty-four hours a day with a key required for access. At least one resident assistant lives in each residence hall. Student services personnel are on call at all times and may be called at 913.948.8268 or 913.486.6627

Resident hall staff members regularly check the residence halls and resident hall rooms for cleanliness and safety. When residents are locked out of their rooms, residence hall staff will unlock their rooms and reissue keys as needed. No unauthorized guests, door-to-door soliciting or distributing of leaflets is allowed. Over extended breaks, residents must be approved to reside in the residence hall.

The institution facilities staff maintains facilities and landscaping in an effort to keep the campus safe, clean, and attractive. Any employee or student may request repairs or correction of maintenance issues by placing a work order. Annual inspections are conducted on fire and alarm systems.

SECURITY AND POLICE AUTHORITY AND JURISDICTION

Kansas Christian College maintains unarmed campus access personnel and has no campus police officers. The Overland Park Police Department is the primary police authority for the campus. Major offenses such as rape, murder, aggravated assault and robbery will be investigated by the Overland Park Police Department. The prosecution of all criminal offenses, both felony and misdemeanor, are conducted at either municipal, circuit or federal court. KCC personnel work closely with all law enforcement agencies.

Campus safety and security personnel provide preventive patrols, lock and unlock doors, monitor alarms, provide safety escort service and perform other functions. The residence hall personnel receive training in CPR and defibrillator use, first responder training, and blood-borne and airborne pathogen training.

MISSING STUDENT NOTIFICATION POLICY AND PROCEDURES

If a member of the KCC community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify the Student Services Office which will generate a missing person report and initiate an investigation.

After investigating the missing person report, should the Student Services Office or an administrator determine that the student is missing, the Overland Park Police Department will be notified. The student's emergency contact will be notified no later than twenty-four hours after the student is determined to be missing. If the missing student is under the age of eighteen and is not an emancipated individual, KCC will notify the student's custodial parent, legal guardian and any other designated contact person.

In addition to registering an emergency contact, students residing in on-campus housing have the option to confidentially identify an individual to be contacted by the institution in the event the student is determined to be missing for more than twenty-four hours. If a student has identified such an individual, the institution will notify that individual no later than twenty-four hours after the student is determined to be missing.

Students who wish to identify a confidential contact may do so by filling out a confidential missing person form. This form may be obtained from the dean of student services. When the form is completed and returned, it is maintained in the Student Services Office. Only authorized campus officials and law enforcement officers will have access to the confidential missing person form in furtherance of a missing person investigation.

Residence Life Missing Person Procedure:

1. If a student appears to be missing, the student services personnel on duty must be contacted immediately.
2. The roommate and known friends and acquaintances of the alleged missing student are asked if they have seen the student or know where the student may be.
3. The student services personnel on duty will conduct interviews and if further investigation is necessary may contact the campus safety and security coordinator to check available surveillance, and other facility use to help establish when the student was last on campus.
4. After investigating, student services personnel or an administrator will contact the Overland Park Police no more than twenty-four hours after the initial report.

FIRE SAFETY POLICY

College housing enters into contractual agreements with each student resident. Those agreements include restrictions related to portable electrical appliances, smoking and open flame. Specifically, the following prohibition is issued for residence halls:

> Possessing, displaying, or burning of flammable materials, including but not limited to, fireworks, candles, incense, gasoline, and kerosene lamps, is hazardous to the health and safety of residents.

All appliances or electrical devices are required to be compatible with 110 volts, 60 cycle power and be UL approved. Extension cords, multi-plug adapters, and the chaining together of power distribution devices is prohibited. When power strips are used, circuit breakers and reset buttons are required. Cooking appliances other than approved microwaves – *including but not limited to those with open heat sources (toaster ovens and bread toasters, for example) or no thermostat control (hot plates and grills, for example)* – are prohibited.

Decorative lighting (string lights) may not be plugged into each other. One set of decorative lights shall be plugged into one approved circuited power distribution devices or wall socket.

Ceiling lights and lamps of any type, including lava and disco lamps, cannot be covered with hats, towels, or any other fabric. A charge of up to $150 and immediate removal may be imposed for any of the following: smoking within a housing facility, failure to evacuate during fire alarms, activating false alarms in residence halls, propping open fire or security doors, creating a fire hazard, malicious burning, or tampering with fire equipment (fire extinguishers, fire alarm pull stations, smoke detectors, emergency exit signs, etc.).

The institution will pay a $100 reward for information leading to the persons responsible for tampering with fire equipment, activating false alarms, malicious burning, and possession or lighting of fireworks within campus housing. Residents are not to deface, modify, obstruct, or remove safety postings placed in residence hall rooms, hallways and common areas. Safety inspections will be conducted periodically for fire hazards. A $50 charge per violation will be imposed for not abiding by the received citation or verbal instructions of the inspector or the institution's staff member regarding the correction of fire hazards.

Items and conduct prohibited in the residence halls, which the inspector will review, are the following:

- Candles of any type (with or without a wick);
- Burning of incense, sage, or any object;
- Smoking of any type within the buildings;
- Drapes hanging over interior entries that block natural exit pathways;
- Placing flammable objects too close to the room heaters (within six inches of heater);
- Electric grills;
- The hanging of any items over or covering the smoke detector;
- Flammable or combustible materials on the ceiling or covering ceiling lights;
- Excessive amounts of combustible materials (such as paper or decorations) on exterior room doors;
- Multi-plug adaptors (use an approved power distribution devices);
- General room organization—residents must be able to exit the room safely.

Smoking: KCC is a smoke-free campus and thus prohibits smoking on and in campus property. KCC students who smoke may forfeit the privilege of continuing as students.

Student Housing Evacuation Policy and Procedures for Residence Halls:

- All students are required to evacuate their residence when a fire alarm sounds.
- Resident educators and assistants are trained to assist in the building evacuation process.
- Outside assembly areas are identified for each hall, and students are instructed to meet in their designated assembly area.
- Residents are not allowed to re-enter the building until advised by residence hall personnel.
- Evacuation maps are posted in each hall.
- In the event students do not evacuate from the building, they will be sent through the student conduct process.
- If you have questions about evacuation procedures, please contact the Student Services Office.

Fire Safety Education and Training

Residence hall students attend a mandatory hall meeting at the beginning of the term where fire safety procedures and expectations are reviewed. Unannounced fire drills to practice those procedures are conducted during each term.

Training of residence hall staff members includes review of fire safety components of their building, expectations of the staff, evacuation procedures and their role, fire safety policies, and emergency assistance procedures. Staff members are also advised of what to expect during the annual fire safety inspections.

Fire Emergency Phone Number

For all situations posing an immediate threat to life call 911

Kansas Christian College maintains a log of fire events that occur within student housing facilities. The log is available upon request by contacting the Campus Safety and Security Office.

Definition of a Fire

For the purposes of fire safety reporting, the Higher Education Act of 2008 defines a fire as any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

The Department of Education has revised the manner in which fire statistics are to be reported in 2010 and after as compared to prior years and so the tables will appear differently. The changes to 2010 fire reporting requirements include:

- The address of each facility has now been added.
- Value ranges are now required for approximate value of property damage.
- Fire classifications (cause) now fall under three categories:
  - Intentional: A fire that is ignited, or that results from the deliberate action, in circumstances where the person knows there should not be a fire.
  - Unintentional: A fire that does not involve an intentional human act to ignite or spread into an area where the fire should not be.
  - Undetermined: A fire in which the cause cannot be determined.

There were no fires affecting campus residential facilities in 2014, 2015, or 2016.

FIRE STATISTICS

2014 Residential Facilities Fire Statistics

KCC	Location	Number of	Date	Time	Cause of	Number of Injuries Requiring Treatment	Number of Deaths Related to Fire	Approx. Value of Property Damage caused by Fire	Case
Shaver Hall	7017 W 74th St.	0							

2015 Residential Facilities Fire Statistics

KCC	Location	Number of	Date	Time	Cause of	Number of Injuries Requiring Treatment	Number of Deaths Related to Fire	Approx. Value of Property Damage caused by Fire	Case
Shaver Hall	7017 W 74th St.	0							

2016 Residential Facilities Fire Statistics

KCC	Location	Number of	Date	Time	Cause of	Number of Injuries Requiring Treatment	Number of Deaths Related to Fire	Approx. Value of Property Damage caused by Fire	Case
Shaver Hall	7017 W 74th St.	0							

CLERY DEFINITIONS

Clery Geographic Categories

An institution must report statistics for offenses according to their occurrence in the following locations or geographic categories:

On-campus

(1) Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and (2) any building or property that is within or reasonably contiguous to the area identified in paragraph (1) of the definition, that is owned by an institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

Residential Facilities

This definition is a subset of the locations that are defined under "on-campus." The crime statistics that are reported in this column are also included in the column under "on-campus;" they are not additional incidents.

Non-campus – [KCC operates no non-campus properties]:

- Any building or property owned or controlled by a student organization that is officially recognized by the institution
- 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.

Public Property

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

Clery Crime Categories

Under the Clery Act, KCC must annually distribute statistics on the reported occurrences of the following offenses:

Murder and Non-Negligent Manslaughter: The willful (non-negligent) killing of one human being by another. This includes death or injuries received in a fight, argument, quarrel, assault or commission of a crime.

Negligent Manslaughter: The killing of another person through gross negligence.

Forcible Sex Offense: Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving

consent. This includes forcible rape, forcible sodomy, sexual assault with an object, and forcible fondling.

Non-Forcible Sex Offenses: Unlawful, non-forcible sexual intercourse. This includes incest and statutory rape.

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. This includes unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; and safecracking.

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

Arson: Any willful or malicious burnings or attempts to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Hate Crimes: Defined as any crime that manifests evidence that the victim was selected because of their actual or perceived race; religion; gender; sexual orientation; ethnicity; or physical/mental disabilities. A hate- or bias-related crime is the commission of a criminal offense which was motivated by the offender's bias. If the facts of the case indicate that the offender was motivated to commit the offense because of his/her bias against the victim's race, gender, religion, sexual orientation, ethnicity, or disability; the offense is then classified as a hate/bias crime.

Clery Arrests and Referrals

The Clery Act also requires disclosure of statistics for liquor law violations, drug law violations and weapons offenses. Reports of these violations are made differently, and reflect the total number of individuals arrested or referred for campus disciplinary action, rather than total number of incidents.

Liquor Law Violation: The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness. This includes: the manufacture, sale, transporting, furnishing, possessing, etc., of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; underage possession; using a vehicle for illegal

transportation of liquor; drinking on a train or public conveyance; and attempts to commit any of the above.

Drug Law Violation: The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs are reported. The relevant substances include opium, or cocaine and its derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics – manufactured narcotics which can cause true addiction (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

Illegal Weapons Possession: The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature. This also includes the manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; the use, manufacture of silencers; furnishing deadly weapons to minors; aliens possessing deadly weapons; and attempts to commit any of the above.

Arrest: Persons processed by arrest, citation or summons. An arrest has occurred when a law enforcement officer detains an adult with the intention or seeking charges against the individual for the specific offense(s) and a record is made of the detention. A juvenile should be counted as "arrested" when the circumstances are such that if the individual were an adult, an arrest would have been counted.

Referred for Disciplinary Action: The referral of any person to any official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction for a Clery Act defined crime.

The crime statistics for the last three calendar years 2014, 2015, and 2016 are available on the Department of Education website, by request from the Student Services Office and on the Kansas Christian College website www.kansaschristian.edu. Crime statistics shown are for the year in which they are reported and not necessarily in the year they occurred. Reported crimes may involve individuals not associated with the Kansas Christian College.

The Department of Education allows for presenting hate crime information in either a tabular or in a narrative or descriptive format.

Print Form(s)	Return

Screening Questions

Please answer these questions carefully. The answers you provide will determine which screens you will be asked to complete for this data collection.

1. Does your institution provide On-Campus Student Housing Facilities?

○ **No.**

○ **Yes.** (If Yes is selected, you must enter the number of student housing facilities below and enter Fire Statistics for each facility.)

Last Year

Number of On-campus Student Housing Facilities: [ ]

2. Does your institution have any noncampus buildings or properties?

○ **Yes** ○ **No**

3. Have you combined statistics that you received from the local or state police with your institution statistics for this report? If you answer No to this question, you will be asked to provide the data you received from the local and state police separately.

○ **Yes.** Local and/or state law enforcement agencies provided us with statistics that we are combining with statistics collected by our campus security authorities.

○ **No.** We are not combining the statistics because we cannot determine whether the statistics we obtained from local and/or state law enforcement agencies are for on-campus incidents or public property incidents.

○ **Not available.** We cannot determine if the statistics we obtained from local and/or state law enforcement agencies are for our Clery geography.

○ **Not available.** We made a good-faith effort to obtain statistics from local and/or state law enforcement agencies, but the agencies did not comply with our request.

Criminal Offenses - On campus

For each of the following criminal offenses, enter the number reported to have occurred On Campus.

	Total occurrences On campus		
Criminal offense	2014	2015	2016
a. Murder/Non-negligent manslaughter			
b. Negligent manslaughter			
c. Rape			
d. Fondling			
e. Incest			
f. Statutory rape			
g. Robbery			
h. Aggravated assault			
i. Burglary			
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)			
k. Arson			

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Criminal Offenses - On-campus Student Housing Facilities

Of those criminal offenses reported to have occurred On Campus, enter the number that occurred in On-campus Student Housing Facilities.

Criminal offense	Total occurrences in On-Campus Student Housing Facilities		
	2014	2015	2016
a. Murder/Non-negligent manslaughter			
b. Negligent manslaughter			
c. Rape			
d. Fondling			
e. Incest			
f. Statutory rape			
g. Robbery			
h. Aggravated assault			
i. Burglary			
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)			
k. Arson			

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Criminal Offenses - Noncampus

For each of the following criminal offenses, enter the number reported to have occurred in or on Noncampus buildings or property.

	Total occurrences in or on Noncampus buildings or property		
Criminal offense	2014	2015	2016
a. Murder/Non-negligent manslaughter			
b. Negligent manslaughter			
c. Rape			
d. Fondling			
e. Incest			
f. Statutory rape			
g. Robbery			
h. Aggravated assault			
i. Burglary			
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)			
k. Arson			

Caveat:

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Criminal Offenses - Public Property

For each of the following criminal offenses, enter the number reported to have occurred on Public Property.

	Total occurrences on Public Property		
Criminal offense	2014	2015	2016
a. Murder/Non-negligent manslaughter			
b. Negligent manslaughter			
c. Rape			
d. Fondling			
e. Incest			
f. Statutory rape			
g. Robbery			
h. Aggravated assault			
i. Burglary			
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)			
k. Arson			

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Criminal Offenses - Reported by Local Police

For each of the following criminal offenses, enter the number of reported occurrences obtained from local and state law enforcement agencies.

Note: Use this screen only if the statistics provided by local law enforcement agencies for your Clery geography cannot be separated into the reportable geographic areas (i.e., on campus, noncampus, and public property).

Total occurrences reported by police

Criminal offense	2014	2015	2016
a. Murder/Non-negligent manslaughter			
b. Negligent manslaughter			
c. Rape			
d. Fondling			
e. Incest			
f. Statutory rape			
g. Robbery			
h. Aggravated assault			
i. Burglary			
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)			
k. Arson			

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Hate Crimes - On campus

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred On campus. Then break down each total by category of bias (e.g., race, religion).

Occurrences of Hate crimes

Category of Bias for crimes reported in 2016

Criminal offense	2016 Total	Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder/ Non-negligent manslaughter									
c. Rape									
d. Fondling									
e. Incest									
f. Statutory rape									
g. Robbery									
h. Aggravated assault									
i. Burglary									
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)									
k. Arson									
l. Simple assault									
m. Larceny-theft									
n. Intimidation									
o. Destruction/damage/ vandalism of property									

Occurrences of Hate crimes

Category of Bias for crimes reported in 2015

Criminal offense	2015 Total	Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder/ Non-negligent manslaughter									
c. Rape									
d. Fondling									
e. Incest									
f. Statutory rape									
g. Robbery									
h. Aggravated assault									
i. Burglary									
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)									
k. Arson									
l. Simple assault									
m. Larceny-theft									
n. Intimidation									
o. Destruction/damage/ vandalism of property									

Occurrences of Hate crimes

Criminal offense	2014 Total	Category of Bias for crimes reported in 2014

	Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin

a. <u>Murder/ Non-negligent manslaughter</u>

c. <u>Rape</u>

d. <u>Fondling</u>

e. <u>Incest</u>

f. <u>Statutory rape</u>

g. <u>Robbery</u>

h. <u>Aggravated assault</u>

i. <u>Burglary</u>

j. <u>Motor vehicle theft</u>

k. <u>Arson</u>

l. <u>Simple assault</u>

m. <u>Larceny-theft</u>

n. <u>Intimidation</u>

o. <u>Destruction/damage/ vandalism of property</u>

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Hate Crimes - On-campus Student Housing Facilities

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred in On-Campus Student Housing Facilities. Then break down each total by category of bias (e.g., race, religion).

Occurrences of Hate crimes

Category of Bias for crimes reported in 2016

Criminal offense	2016 Total	Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National origin
a. Murder/ Non-negligent manslaughter									
c. Rape									
d. Fondling									
e. Incest									
f. Statutory rape									
g. Robbery									
h. Aggravated assault									
i. Burglary									
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)									
k. Arson									
l. Simple assault									
m. Larceny-theft									
n. Intimidation									
o. Destruction/damage/ vandalism of property									

Occurrences of Hate crimes

Category of Bias for crimes reported in 2015

Criminal offense	2015 Total	Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National origin
a. Murder/ Non-negligent manslaughter									
c. Rape									
d. Fondling									
e. Incest									
f. Statutory rape									
g. Robbery									
h. Aggravated assault									
i. Burglary									
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)									
k. Arson									
l. Simple assault									
m. Larceny-theft									
n. Intimidation									
o. Destruction/damage/ vandalism of property									

Occurrences of Hate crimes

Category of Bias for crimes reported in 2014

Criminal offense	2014 Total

	Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National origin

a. Murder/ Non-negligent manslaughter

c. Rape

d. Fondling

e. Incest

f. Statutory rape

g. Robbery

h. Aggravated assault

i. Burglary

j. Motor vehicle theft

k. Arson

l. Simple assault

m. Larceny-theft

n. Intimidation

o. Destruction/damage/ vandalism of property

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Hate Crimes - Noncampus

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred in or on Noncampus buildings or property. Then break down each total by category of bias (e.g., race, religion).

Occurrences of Hate crimes

Category of Bias for crimes reported in 2016

Criminal offense	2016 Total	Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National origin
a. Murder/ Non-negligent manslaughter									
c. Rape									
d. Fondling									
e. Incest									
f. Statutory rape									
g. Robbery									
h. Aggravated assault									
i. Burglary									
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)									
k. Arson									
l. Simple assault									
m. Larceny-theft									
n. Intimidation									
o. Destruction/damage/ vandalism of property									

Occurrences of Hate crimes

Category of Bias for crimes reported in 2015

Criminal offense	2015 Total	Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National origin
a. Murder/ Non-negligent manslaughter									
c. Rape									
d. Fondling									
e. Incest									
f. Statutory rape									
g. Robbery									
h. Aggravated assault									
i. Burglary									
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)									
k. Arson									
l. Simple assault									
m. Larceny-theft									
n. Intimidation									
o. Destruction/damage/ vandalism of property									

Occurrences of Hate crimes

Criminal offense	2014 Total	Category of Bias for crimes reported in 2014

	Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National origin

a. <u>Murder/ Non-negligent manslaughter</u>

c. <u>Rape</u>

d. <u>Fondling</u>

e. <u>Incest</u>

f. <u>Statutory rape</u>

g. <u>Robbery</u>

h. <u>Aggravated assault</u>

i. <u>Burglary</u>

j. <u>Motor vehicle theft</u>

k. <u>Arson</u>

l. <u>Simple assault</u>

m. <u>Larceny-theft</u>

n. <u>Intimidation</u>

o. <u>Destruction/damage/ vandalism of property</u>

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Hate Crimes - Public Property

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred on Public Property. Then break down each total by category of bias (e.g., race, religion).

Occurrences of Hate crimes

Category of Bias for crimes reported in 2016

Criminal offense	2016 Total	Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National origin
a. Murder/ Non-negligent manslaughter									
c. Rape									
d. Fondling									
e. Incest									
f. Statutory rape									
g. Robbery									
h. Aggravated assault									
i. Burglary									
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)									
k. Arson									
l. Simple assault									
m. Larceny-theft									
n. Intimidation									
o. Destruction/damage/ vandalism of property									

Occurrences of Hate crimes

Category of Bias for crimes reported in 2015

Criminal offense	2015 Total	Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National origin
a. Murder/ Non-negligent manslaughter									
c. Rape									
d. Fondling									
e. Incest									
f. Statutory rape									
g. Robbery									
h. Aggravated assault									
i. Burglary									
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)									
k. Arson									
l. Simple assault									
m. Larceny-theft									
n. Intimidation									
o. Destruction/damage/ vandalism of property									

Occurrences of Hate crimes

Category of Bias for crimes reported in 2014

Criminal offense	2014 Total

	Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National origin

a. Murder/ Non-negligent manslaughter

c. Rape

d. Fondling

e. Incest

f. Statutory rape

g. Robbery

h. Aggravated assault

i. Burglary

j. Motor vehicle theft

k. Arson

l. Simple assault

m. Larceny-theft

n. Intimidation

o. Destruction/damage/vandalism of property

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Hate Crimes - Reported by Local Police

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported by local and state law enforcement agencies for your Clery geography. Then break down each total by category of bias (e.g., race, religion).

Note: Use this screen only if the statistics provided by local law enforcement agencies for your Clery geography cannot be separated into the reportable geographic areas (i.e., on campus, noncampus, and public property).

Occurrences of Hate crimes

Category of Bias for crimes reported in 2016

Criminal offense	2016 Total	Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National origin
a. Murder/ Non-negligent manslaughter									
c. Rape									
d. Fondling									
e. Incest									
f. Statutory rape									
g. Robbery									
h. Aggravated assault									
i. Burglary									
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)									
k. Arson									
l. Simple assault									
m. Larceny-theft									
n. Intimidation									
o. Destruction/damage/vandalism of property									

Occurrences of Hate crimes

Category of Bias for crimes reported in 2015

Criminal offense	2015 Total	Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National origin
a. Murder/ Non-negligent manslaughter									
c. Rape									
d. Fondling									
e. Incest									
f. Statutory rape									
g. Robbery									
h. Aggravated assault									
i. Burglary									
g. Motor vehicle theft (Do not include theft *from* a motor vehicle)									
k. Arson									
l. Simple assault									
m. Larceny-theft									
n. Intimidation									
o. Destruction/damage/vandalism of property									

Occurrences of Hate crimes

Criminal offense	**2014 Total**	Category of Bias for crimes reported in 2014							
		Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National origin
a. Murder/ Non-negligent manslaughter									
c. Rape									
d. Fondling									
e. Incest									
f. Statutory rape									
g. Robbery									
h. Aggravated assault									
i. Burglary									
g. Motor vehicle theft									
k. Arson									
l. Simple assault									
m. Larceny-theft									
n. Intimidation									
o. Destruction/damage/ vandalism of property									

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

VAWA Offenses - On Campus

For each of the following crimes, enter the number reported to have occurred On Campus.

Crime	2014	Total occurences On Campus 2015	2016	
a. Domestic violence				
b. Dating violence				
c. Stalking				

Caveat:

VAWA Offenses - On-campus Student Housing Facilities

For each of the following crimes, enter the number reported to have occurred in On-campus Student Housing Facilities.

Total occurences in On-campus Student Housing Facilities

Crime	2014	2015	2016	
a. Domestic violence				
b. Dating violence				
c. Stalking				

Caveat:

VAWA Offenses - Noncampus

For each of the following crimes, enter the number reported to have occurred in or on Noncampus buildings or property.

Total occurrences in or on Noncampus buildings or property

Crime	2014	2015	2016	
a. Domestic violence				
b. Dating violence				
c. Stalking				

Caveat:

VAWA Offenses - Public Property

For each of the following crimes, enter the number reported to have occurred on Public Property.

Total occurences on Public Property

Crime	2014	2015	2016
a. Domestic violence			
b. Dating violence			
c. Stalking			

Caveat:

VAWA Offenses - Reported by Local Police

For each of the following crimes, enter the number reported.

Note: Use this screen only if the statistics provided by local law enforcement agencies for your Clery geography cannot be separated into the reportable geographic areas (i.e., on campus, noncampus, and public property).

Total occurrences reported by police

Crime	2014	2015	2016
a. Domestic violence			
b. Dating violence			
c. Stalking			

Caveat:

Arrests - On campus

Enter the number of Arrests for each of the following crimes that occurred On Campus.

Do NOT include drunkenness or driving under the influence in Liquor law violations.

	Number of Arrests		
Crime	2014	2015	2016
a. Weapons: carrying, possessing, etc.			
b. Drug abuse violations			
c. Liquor law violations			

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Arrests - On-campus Student Housing Facilities

Of those Arrests for crimes that occurred On Campus, enter the number of crimes that occurred in On-campus Student Housing Facilities for each of the following categories.

Do NOT include drunkenness or driving under the influence in Liquor law violations.

Number of Arrests

Crime	2014	2015	2016
a. Weapons: carrying, possessing, etc.			
b. Drug abuse violations			
c. Liquor law violations			

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Arrests - Noncampus

Enter the number of Arrests for each of the following crimes that occurred in or on Noncampus buildings or property.

Do NOT include drunkenness or driving under the influence in Liquor law violations.

	Number of Arrests		
Crime	2014	2015	2016
a. Weapons: carrying, possessing, etc.			
b. Drug abuse violations			
c. Liquor law violations			

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Arrests - Public Property

Enter the number of Arrests for each of the following crimes that occurred on Public Property.

Do NOT include drunkenness or driving under the influence in Liquor law violations.

Number of Arrests

Crime	2014	2015	2016
a. Weapons: carrying, possessing, etc.			
b. Drug abuse violations			
c. Liquor law violations			

Caveat:

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Arrests - Reported by Local Police

For each of the following crimes, enter the number of arrests reported.

Note: Use this screen only if the statistics provided by local law enforcement agencies for your Clery geography cannot be separated into the reportable geographic areas (i.e., on campus, noncampus, and public property).

Do NOT include drunkenness or driving under the influence in Liquor law violations.

	Number of Arrests		
Crime	2014	2015	2016
a. Weapons: carrying, possessing, etc.			
b. Drug abuse violations			
c. Liquor law violations			

Caveat:

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Disciplinary Actions - On Campus

Enter the number of persons referred for disciplinary action for crimes that occurred On Campus for each of the following categories.
Do not include disciplinary actions that were strictly for school policy violations.
If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.

Do NOT include drunkenness or driving under the influence in Liquor law violations.

Crime	2014	Number of persons referred for Disciplinary Action 2015	2016
a. Weapons: carrying, possessing, etc.			
b. Drug abuse violations			
c. Liquor law violations			

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Disciplinary Actions - On-campus Student Housing Facilities

Enter the number of persons referred for disciplinary action for crimes that occurred in On-campus Student Housing Facilities for each of the following categories.
Do not include disciplinary actions that were strictly for school policy violations.
If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.

Do NOT include drunkenness or driving under the influence in Liquor law violations.

Crime	2014	Number of persons referred for Disciplinary Action 2015	2016
a. Weapons: carrying, possessing, etc.			
b. Drug abuse violations			
c. Liquor law violations			

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Disciplinary Actions - Noncampus

Enter the number of persons referred for disciplinary action for crimes that occurred in or on Noncampus buildings or property for each of the following categories.
Do not include disciplinary actions that were strictly for school policy violations.
If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.

Do NOT include drunkenness or driving under the influence in Liquor law violations.

Crime	2014	Number of persons referred for Disciplinary Action 2015	2016
a. Weapons: carrying, possessing, etc.			
b. Drug abuse violations			
c. Liquor law violations			

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Disciplinary Actions - Public Property

Enter the number of persons referred for disciplinary action for crimes that occurred on Public Property for each of the following categories.

Do not include disciplinary actions that were strictly for school policy violations.

If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.

Do NOT include drunkenness or driving under the influence in Liquor law violations.

Crime	2014	Number of persons referred for Disciplinary Action 2015	2016
a. Weapons: carrying, possessing, etc.			
b. Drug abuse violations			
c. Liquor law violations			

Caveat:

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Disciplinary Actions - Reported by Local Police

Enter the number of persons referred for disciplinary action for each of the following law violations.
Do not include disciplinary actions that were strictly for school policy violations.
If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.
Do NOT include drunkenness or driving under the influence in Liquor law violations.

		Number of persons referred for Disciplinary Action	
Crime	2014	2015	2016
a. Weapons: carrying, possessing, etc.			
b. Drug abuse violations			
c. Liquor law violations			

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Unfounded Crimes

The total number of unfounded crimes should include all criminal offenses, hate crimes, domestic violence, dating violence, or stalking incidents that have been unfounded. Arrests and disciplinary actions cannot be unfounded.

If a reported crime is investigated by law enforcement authorities and found to be false or baseless, the crime is "unfounded". Only sworn or commissioned law enforcement personnel may unfound a crime.

Count unfounded crimes in the year in which they were originally reported.

	Number		
	2014	2015	2016
a. Total unfounded crimes			

Caveat:

Fires - On-campus Student Housing Facilities

Enter the name, address and number of fires for each On-campus Student Housing Facility. After you click "Save," you will see an "Enter Data" button across from each facility that has 1 or more fires. For each of these facilities, click "Enter Data" to complete the fire statistics for that facility.

If you use the button below to add a facility, or if you use the "Delete" link to delete a facility, you must return to the Screening Questions to revise the number of On-campus Student Housing Facilities.

Housing Facilities

2016

	Name of Facility	Street Address	Number of Fires	Status
1				
		Total	0	

Caveat:

Fires by On-campus Student Housing Facility

Enter all the required data for each fire. For help in completing the screen, click on the "Need help? Click here for screen instructions" link at the top of the screen. After you complete this screen click on "Save." Next, click on the "Return to Fires - On-campus Student Housing Facilities Screen" button.

Housing Facility Name: Housing Facilty Address:

On-campus Student Housing Facility

2016

	Category of Fire	Cause of Fire	Fire-related injuries	Fire-related deaths	Property damage	Action
1	▼	▼			▼	
	Total		0	0		

Caveat:

Fires - Summary

Name of Facility	2014			2015			2016		
	Fires	Injuries	Deaths	Fires	Injuries	Deaths	Fires	Injuries	Deaths
Housing Facility Name 1									
Housing Facility Name 2									
...									
Total									

Print Form(s)	Return