



**Annual Security and
Fire Safety Report
2017**

www.jewell.edu/campussafetyreport

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2017 COMBINED ANNUAL SECURITY REPORT & FIRE SAFETY REPORT

Introduction

This report is provided in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act, as amended. It provides students and employees of William Jewell College ("College") with information on: the College's security arrangements, policies and procedures; programs that provide education on such things as drug and alcohol abuse, awareness of various kinds of sex offenses, and the prevention of crime generally; and procedures the College will take to notify the campus community in the event of an emergency. Its purpose is to provide students and employees with information that will help them make informed decisions relating to their own safety and the safety of others.

Policy for Preparing the Annual Report

This report is prepared by Missy Henry, 504 and Compliance Coordinator, in cooperation with local law enforcement authorities and includes information provided by them as well as by the College's campus security authorities and various other elements of the College. Each year an e-mail notification is made to all enrolled students and employees that provides the website link to access this report. Prospective students and employees are also notified of the report's availability. Hard copies of the report may also be obtained at no cost by contacting Landon Jones, Director of Campus Safety, Curry Hall, 500 College Hill, Liberty, MO 64068.

The College is committed to taking the actions necessary to provide a safe and secure working/learning environment for all students and staff. As a member of the campus community, you can feel safe and comfortable knowing that security procedures are in place that represent best practices in the field, and are constantly tested and re-evaluated for their effectiveness.

General Safety and Security Policies

Policies Concerning the Law Enforcement Authority of Campus Safety Personnel

The Office of Campus Safety is responsible for campus safety at the College. Its personnel does not have arrest authority.

The College utilizes Titan Protection and Consulting to perform this function on behalf of the College. Its patrol jurisdiction covers all campus property. There is a trained officer on duty and present on campus, 24 hours/day, 7 days/week, and 365 days/year. In most instances, the Liberty Police will be summoned to the campus should circumstances warrant the arrest of an offender. Campus Safety personnel are responsible for the following support functions:

- Responding to medical emergencies on campus
- Responding to calls reporting an altercation or out of the ordinary incident on campus
- Responding to calls reporting any theft or other criminal activity on campus
- Maintaining a Daily Crime Log and Daily Fire Log

- Maintaining regular and documented patrols of campus
- Providing on-campus rides to any community member who has concerns for their safety
- Responding to any and all alarm notifications
- Providing residence hall/room access to a student who has been locked out, provided they have first attempted to contact their RA or RD for assistance

The College has a close working relationship with local law enforcement agencies; including the Liberty Police Department (We have an MOU for emergency response and the investigation of crimes).

All crimes occurring on campus, on non-campus property owned by the College or on nearby public property should be reported immediately to the Office of Campus Safety. The number to contact is 816-365-0709 or dial 1411 from any campus phone.

The Office of Campus Safety is the primary department to which all crimes and incidents that occur on College property should be reported. These crimes and incidents are reported so that causes may be determined and corrective measures taken to improve safety and preserve College assets and ensure the accuracy of our report of crime statistics. Community members, students, faculty, staff, and guests are encouraged to accurately report all crimes and public safety related incidents to Campus Safety in a timely manner.

Emergency phones are distinctively identified by a blue light and are located throughout campus. Campus elevators are also equipped with emergency phones. Upon receipt of a call, a safety officer will be immediately dispatched to provide assistance. Priority is given to reports of incidents that threaten life or safety of people, the security of the property and the peace of the community.

Other Officials to Whom Crimes May Be Reported

The College also has designated other officials to serve as campus security authorities (CSAs). Reports of criminal activity can be made to these officials. They, in turn, will ensure that the crimes are reported for collection as part of the College's annual report of crime statistics. The additional campus security authorities to whom the College would prefer that crimes be reported are as follows:

- Director of Campus Safety at 816-415-6335
- Title IX Coordinator at 816-415-7557
- Associate Dean of Students at 816-415-5969
- Dean of Students at 816-415-5960
- Vice-President for Finance and Operations at 816-415-7802
- Assistant Director of Human Resources 816-415-6904
- Director of Facilities Management at 816-415-5929
- Nurse Practitioner at 816-415-5020

Policies on Reporting a Crime or Emergency

The College encourages accurate and prompt reporting of all criminal actions, accidents, injuries, or other emergencies occurring on campus, on other property owned by the College, or on nearby public property to the appropriate administrator and appropriate police agencies. Such a report is encouraged

even when the victim of a crime elects not to make a report or is unable to do so. Such reports should be made as follows:

- Situations that pose imminent danger or while a crime is in progress should be reported to local law enforcement by calling 911 from any campus phone or cell phone. Keep in mind that the individual making the call from a cell phone will need to provide the address where the emergency has occurred.
- Students, staff, and visitors should report criminal actions, accidents, injuries, or other emergency incidents to one of the campus security authorities identified above. Once reported, the individual making the report will be encouraged to also report it to appropriate police agencies. If requested, a member of College staff will assist a student in making the report to the police.

The College does not have any officially recognized student organizations with off-campus locations and therefore does not monitor or record criminal conduct occurring at such locations.

Confidential Reporting

The College will protect the confidentiality of victims. Only those with a need to know the identity for purposes of investigating the crime, assisting the victim or disciplining the perpetrator will know the victim’s identity.

Any victim of a crime who does not want to pursue action within the College disciplinary system or the criminal justice system is nevertheless encouraged to make a confidential report to a campus security authority. With the victim’s permission, a report of the details of the incident can be filed without revealing the victim’s identity. Such a confidential report complies with the victim’s wishes but still, helps the College take appropriate steps to ensure the future safety of the victim and others. With such information, the College can keep an accurate record of the number of incidents involving students, determine where a pattern of crime may be developing and alert the community as to any potential danger. These confidential reports are counted and disclosed in the annual crime statistics for the College.

The College encourages its pastoral counselors and other professional counselors, if and when they deem it appropriate, to inform the persons they are counseling to report crimes on a voluntary, confidential basis for inclusion in the annual report of crime statistics.

Timely Warning

In the event of criminal activity occurring either on campus or off campus that in the judgment of either the Provost, Vice-President of Finance and Operations, or President constitutes a serious or continuing threat to members of the campus community, a campus-wide “timely warning” will be issued. Examples would be a rash of motor vehicle thefts or sexual assaults in the area that merit a warning because they present a continuing threat to the campus community.

This warning will be communicated to students and employees via the following method(s):

| Method | Sign-Up Instructions |
|---------------------------------------|----------------------|
| Building captain communication within | N/A |

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| each building | |
| Hard copy postings in public and prominent areas | N/A |
| Campus Email | All students, faculty, and staff are provided a campus email address |
| Campus Text Alert System | Sign-up through My Jewell https://my.jewell.edu/webadvisor/webadvisor |

Updates to the warnings will be provided as appropriate.

Anyone with information warranting a timely warning should immediately report the circumstances to:

- Director of Campus Safety, 816-415-6335 or 816-365-0709

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

Security of and Access to Campus Facilities

It is the established protocol of William Jewell College to keep all residential facilities locked and secured at all times. All residential facilities are locked 24 hours per day and can be accessed with a student ID or key. Room keys are issued when students check in and students should never lend their key to another student or guest. Students should always lock their room door when leaving. Only those who reside in such facilities, as well as authorized College personnel, are able to gain access and entry to these buildings. Safety officers monitor building security and patrol parking lots and surrounding areas each night.

All campus buildings, with the exception of the Mabee Center, Pryor Learning Commons, and Curry Hall are unlocked and open to the community during normal operational hours, which is typically Monday – Friday between 7 a.m. and 10 p.m. The Mabee Center has a card swipe access system that is engaged and operational at all times (except for athletic events) restricting access to members of the William Jewell Community and area residents who are paid members of the Mabee Center. The Pryor Learning Commons will lock from 6:00 p.m. to 7:30 a.m. and remain locked on the weekends. Students, faculty, and staff can continue to use their ID to gain access when the building is locked. Curry Hall will lock from 5:00 p.m. to 7:30 a.m. Students, faculty, and staff can use their IDs to gain access from 6:00 a.m. until 6:00 p.m.

During off hours, campus building access can only be gained by those who have been issued keys to the facility; or, in such cases where the building is secured by swipe or proxy access. Keys (and after hours card access) are only issued/granted to certain staff and faculty who have been formally approved for such access by their respective department chair or administrative head. The Department of Facilities Management maintains a record of all issued keys and card access capabilities.

All community members are required to comply with the following standards:

- Any lost key or access card must be immediately reported to the Department of Facilities Management.
- Locked doors must never be propped open.
- After-hours access to locked facilities can be granted by Campus Safety in consultation with the appropriate department chair or administrative head provided the authorized community member displays their photo ID to Campus Safety (who will record details of the interaction in their daily log).
- No community member shall lend their ID card or College issued key to anyone.
- No community member shall provide access to locked campus facility to a stranger. Should any unknown persons require assistance, contact Campus Safety.
- Any suspicious activity should be immediately reported to Campus Safety.
- Community members are encouraged to keep their room/office/vehicle locked whenever they are not present.

Keys to the offices, laboratories, and classrooms on campus will be issued to employees only as needed and after receiving the proper authorization. Each department supervisor is responsible for assuring his/her area is secured and locked. Room keys and hall or house keys are issued to each resident at check-in. Keys are the responsibility of the resident and should be carried at all times to avoid being locked out. Residents who are locked out may contact a member of their residence hall staff to be let into their room. Lost keys should be reported promptly to a member of your building's residence life staff. A replacement fee is assessed to replace lost keys. Room keys are only issued to the resident of that room and are only to be used by the person the key is issued to.

Employees must adhere to policies regarding unauthorized access to school facilities, theft of or damage to school property, or other criminal activity. In particular, rendering inoperable or abusing any fire prevention or detection equipment is prohibited. Violation of these policies may lead to disciplinary action, up to and including termination and the filing of charges with law enforcement authorities.

Employee and student identification cards may be used to verify the identity of persons suspected to be in campus facilities without permission.

Security Considerations in the Maintenance of Facilities

Security also is a consideration in maintaining campus facilities. The campus facilities are maintained by the Department of Facilities Management and patrolled by Campus Safety. Facilities Management maintains campus buildings, grounds, and roadways with a concern for safety and security. They maintain their own key shop staffed by certified locksmiths. They inspect campus facilities regularly, make repairs affecting safety and security, and respond to reports of potential safety and security hazards, such as broken windows, locks, overgrown brush, and lighting deficiencies.

Educational Programs Related to Security Awareness and Prevention of Criminal Activity

The College seeks to enhance the security of its campus and the members of the campus community by periodically presenting educational programs to inform students and employees about campus security procedures and practices, to encourage students and employees to be responsible for their own security and the security of others, and to inform them about the prevention of crimes. A description of those programs and their frequency of presentation follows:

The Associate Dean of Students facilitates a comprehensive residence life staff training program for Resident Directors and Resident Assistants every August, prior to the commencement of the fall term. The training encompasses all areas of safety and risk management with sessions presented by outside experts in their field or profession. Crime prevention programs are presented to students each semester by the Residence Life Staff, through mandatory hall meetings.

Fraternity and sorority leadership workshops and training are conducted in January by Residence Life staff to address crime prevention and safety.

Mandatory alcohol education is required for all first-year students via an online course administered by the Office of Student Life. Failure to complete the course will preclude the student from registering for classes.

The Director of Campus Safety also provides information at the beginning of the academic year and periodically during the year for students and employees regarding the College's safety and security procedures and practices. This information is generally an email blast to all employees and students via their Jewell email account. Included in these email blasts is information concerning the locking schedule for buildings, new technology-based safety practices on campus, car safety, personal safety, I.D. card instruction, and how to report crimes and incidents to Campus Safety. Emergency notification policies and practices are also provided to all employees and students at the beginning of each academic year via e-mail blast. In 2017 emergency notification capabilities will include text alerts, desktop alerts, voice calling, email, and social media. Emergency response posters are also located in areas of prominence on campus and the "Emergency Response Guide" is located on www.jewell.edu

Disclosure of the Outcome of a Crime of Violence or Non-Forcible Sex Offense

Upon written request, the College will disclose to the alleged victim of a crime of violence (as that term is defined in section 16 of title 18, United States Code), incest or statutory rape, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of the paragraph.

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

Drug and Alcohol Policy

William Jewell College is committed to creating and maintaining an environment that is free of alcohol abuse. College policies regulate the possession, use, and sale of alcohol beverages on campus or as any part of the College's activities, and it also enforces the state's underage drinking laws.

The College also enforces federal and state drug laws. The possession, sale, manufacture or distribution of illegal drugs is prohibited on campus or as any part of the College's activities. Violators of the College's policies or federal and state laws regarding illegal drugs will be subject to disciplinary action and possible criminal prosecution.

Drug and Alcohol Abuse Prevention Program

The College is committed to creating and maintaining an environment that is free of alcohol and drug abuse. The College has a drug abuse and prevention program and conducts a biennial review of this program to evaluate its effectiveness. During Red Ribbon Week and in compliance with the *Drug-Free Schools and Communities Act* (DFSCA), the College provides drug abuse and prevention information to students and employees. This information is also provided to new students and employees after the initial distribution date.

The College strongly supports education and treatment programs as the most effective means to help prevent and reduce alcohol abuse. In addition, the College is committed to providing an academic and social environment that supports individual freedom while promoting individual responsibility, health and safety, and community welfare. The College adopted new student and employee alcohol policies in 2017. For more information:

- Student Alcohol Policy: <http://www.jewell.edu/policy/alcohol-students>
- Illegal Drugs/Narcotics: www.jewell.edu/policy/illegal-drugs-narcotics
- Employee Alcohol Policy: www.jewell.edu/policy/employee-alcohol-policy
- Tailgating Policy: <http://www.jewell.edu/policy/tailgating>
- Additional Drug and Alcohol Information: <http://www.jewell.edu/student-consumer-info>
- Biennial review of the College's drug and alcohol abuse prevention program: <http://www.jewell.edu/student-consumer-info>

Policy, Procedures, and Programs Related to Various Sex-Related Offenses, including Sexual Assault, and Domestic Violence, Dating Violence, and Stalking

Consistent with the requirements of Title IX of the Education Amendments of 1972, the Clery Act, and the Violence Against Women Act ("VAWA"), the College prohibits discrimination based on sex in its educational programs and activities, including sexual harassment, and acts of domestic violence, dating violence, sexual violence (including sexual assault) and stalking. The College also prohibits any retaliation, intimidation, threats, coercion or any other discrimination against any individuals exercising their rights or responsibilities pursuant to these laws and institutional policy. The College's Anti-Harassment Policy and Grievance Procedures are used to address complaints of this nature. This policy and the procedures for filing, investigating and resolving complaints about violations of this policy may be found at: Anti-Harassment Policy and Grievance Procedures (<http://www.jewell.edu/policy/anti-harassment-policy-and-grievance-procedures>).

The following discusses the College’s educational programs to promote the awareness of domestic violence, dating violence, sexual assault and stalking; provides information concerning procedures students and employees should follow and the services available in the event they do become a victim of one of these offenses and advises students and employees of the disciplinary procedures that will be followed after an allegation that one of these offenses has occurred.

Primary Prevention and Awareness Program

The College conducts a Primary Prevention and Awareness Program (PPAP) for all incoming students and new employees. In it, they are specifically advised that the College prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking. In that regard, they are informed of the following definitions that apply within the state of Missouri:

| Crime Type (Missouri Revised Statutes) | Definitions |
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| Dating Violence | The institution has determined, based on good-faith research, that Missouri law does not define the term dating violence. |
| Domestic Violence (Mo. Rev. Stat. §§ 455.010(5) and 455.010 (7)) | <p>Abuse or stalking committed by a family or household member, as such terms are defined in Mo. Rev. Stat. § 455.010. "Family" or "household member", [includes] spouses, former spouses, any person related by blood or marriage, persons who are presently residing together or have resided together in the past, any person who is or has been in a continuing social relationship of a romantic or intimate nature with the victim, and anyone who has a child in common regardless of whether they have been married or have resided together at any time.</p> <ul style="list-style-type: none"> • Additionally, Missouri law defines the term “Domestic Assault” (Mo. Rev. Stat. §§ 565.072 to 565.076): <ul style="list-style-type: none"> ○ A person commits the offense of domestic assault in the first degree if he or she attempts to kill or knowingly causes or attempts to cause serious physical injury to a domestic victim, as the term "domestic victim" is defined under section 565.002. <ul style="list-style-type: none"> ▪ Mo Rev. Stat. § 565.002(6) indicates that a “domestic victim” is a household or family member as the term “family” or “household member” is defined in 455.010, including any child who is a member of the household or family. ○ A person commits the offense of domestic assault in the second degree if the act involves a domestic victim, as the term "domestic victim" is defined under section 565.002, and he or she: |

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| | <ul style="list-style-type: none"> ▪ Knowingly causes physical injury to such domestic victim by any means, including but not limited to, use of a deadly weapon or dangerous instrument, or by choking or strangulation; or ▪ Recklessly causes serious physical injury to such domestic victim; or ▪ Recklessly causes physical injury to such domestic victim by means of any deadly weapon. <ul style="list-style-type: none"> ○ A person commits the offense of domestic assault in the third degree if he or she attempts to cause physical injury or knowingly causes physical pain or illness to a domestic victim, as the term "domestic victim" is defined under section 565.002. ○ A person commits the offense of domestic assault in the fourth degree if the act involves a domestic victim, as the term "domestic victim" is defined under section 565.002, and: <ul style="list-style-type: none"> ▪ The person attempts to cause or recklessly causes physical injury, physical pain, or illness to such domestic victim; ▪ With criminal negligence the person causes physical injury to such domestic victim by means of a deadly weapon or dangerous instrument; ▪ The person purposely places such domestic victim in apprehension of immediate physical injury by any means; ▪ The person recklessly engages in conduct which creates a substantial risk of death or serious physical injury to such domestic victim; ▪ The person knowingly causes physical contact with such domestic victim knowing he or she will regard the contact as offensive; or ▪ The person knowingly attempts to cause or causes the isolation of such domestic victim by unreasonably and substantially restricting or limiting his or her access to other persons, telecommunication devices or transportation for the purpose of isolation. |
| <p>Stalking (Mo. Rev. Stat. §§ 565.225 and 565.227)</p> | <ul style="list-style-type: none"> • As used below, the term "disturbs" shall mean to engage in a course of conduct directed at a specific person that serves no legitimate purpose and that would cause a reasonable person under the circumstances to be frightened, intimidated, or emotionally distressed. • A person commits the offense of stalking in the first degree if he or she purposely, through his or her course of conduct, disturbs or follows with the |

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| | <p>intent of disturbing another person and:</p> <ul style="list-style-type: none"> • Makes a threat communicated with the intent to cause the person who is the target of the threat to reasonably fear for his or her safety, the safety of his or her family or household member, or the safety of domestic animals or livestock as defined in section 276.606 kept at such person's residence or on such person's property. The threat shall be against the life of, or a threat to cause physical injury to, or the kidnapping of the person, the person's family or household members, or the person's domestic animals or livestock as defined in section 276.606 kept at such person's residence or on such person's property; or • At least one of the acts constituting the course of conduct is in violation of an order of protection and the person has received actual notice of such order; or • At least one of the actions constituting the course of conduct is in violation of a condition of probation, parole, pretrial release, or release on bond pending appeal; or • At any time during the course of conduct, the other person is seventeen years of age or younger and the person disturbing the other person is twenty-one years of age or older; or • He or she has previously been found guilty of domestic assault, violation of an order of protection, or any other crime where the other person was the victim; or • At any time during the course of conduct, the other person is a participant of the address confidentiality program under sections 589.660 to 589.681, and the person disturbing the other person knowingly accesses or attempts to access the address of the other person. • A person commits the offense of stalking in the second degree if he or she purposely, through his or her course of conduct, disturbs, or follows with the intent to disturb another person. |
| <p>Sexual Assault (Mo. Rev. Stat. § 455.010(1)(e))</p> | <p>Causing or attempting to cause another to engage involuntarily in any sexual act by force, the threat of force, duress, or without that person's consent.</p> |
| <p>Rape, Fondling, Incest, Statutory Rape</p> | <p>For purposes of the Clery Act, the term "sexual assault" includes the offenses of rape, fondling, incest, and statutory rape. These definitions under Missouri law are as follows:</p> <ul style="list-style-type: none"> • Rape (Mo. Rev. Stat. §§ 566.030 and 566.032): |

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| | <ul style="list-style-type: none"> ○ A person commits the offense of rape in the second degree if he or she has sexual intercourse with another person knowing that he or she does so without that person's consent. ○ A person commits the offense of rape in the first degree if he or she has sexual intercourse with another person who is incapacitated, incapable of consent, or lacks the capacity to consent, or by the use of forcible compulsion. Forcible compulsion includes the use of a substance administered without a victim's knowledge or consent which renders the victim physically or mentally impaired so as to be incapable of making an informed consent to sexual intercourse. ● Fondling: The institution has determined, based on good-faith research, that Missouri law does not define the term fondling. ● Incest (Mo. Rev. Stat. § 568.020): A person commits the offense of incest if he or she marries or purports to marry or engage in sexual intercourse or deviate sexual intercourse with a person he or she knows to be, without regard to legitimacy, his or her: <ul style="list-style-type: none"> ○ Ancestor or descendant by blood or adoption; or ○ Stepchild, while the marriage creating that relationship exists; or ○ Brother or sister of the whole or half-blood; or ○ Uncle, aunt, nephew or niece of the whole blood. ● Statutory Rape (Mo. Rev. Stat. §§ 566.032 and 566.034): <ul style="list-style-type: none"> ○ A person commits the offense of statutory rape in the first degree if he or she has sexual intercourse with another person who is less than fourteen years of age. ○ A person commits the offense of statutory rape in the second degree if being twenty-one years of age or older, he or she has sexual intercourse with another person who is less than seventeen years of age. |
| <p>Other Crimes that could be considered Sexual Assault</p> | <p>Other crimes under Missouri law that may be classified as a “sexual assault” include the following:</p> <ul style="list-style-type: none"> ● Sodomy (Mo. Rev. Stat. §§ 566.060 and 566.061): <ul style="list-style-type: none"> ○ A person commits the offense of sodomy in the first degree if he or she |

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| | <p>has deviate sexual intercourse with another person who is incapacitated, incapable of consent, or lacks the capacity to consent, or by the use of forcible compulsion. Forcible compulsion includes the use of a substance administered without a victim's knowledge or consent which renders the victim physically or mentally impaired so as to be incapable of making an informed consent to sexual intercourse.</p> <ul style="list-style-type: none">○ A person commits the offense of sodomy in the second degree if he or she has deviate sexual intercourse with another person knowing that he or she does so without that person's consent.● Statutory Sodomy (Mo. Rev. Stat. §§ 566.062 and 566.064):<ul style="list-style-type: none">○ A person commits the offense of statutory sodomy in the first degree if he or she has deviate sexual intercourse with another person who is less than fourteen years of age.○ A person commits the offense of statutory sodomy in the second degree if being twenty-one years of age or older, he or she has deviate sexual intercourse with another person who is less than seventeen years of age.● Child Molestation (Mo. Rev. Stat. §§ 566.067 to 566.071):<ul style="list-style-type: none">○ A person commits the offense of child molestation in the first degree if he or she subjects another person who is less than fourteen years of age to sexual contact and the offense is an aggravated sexual offense.○ A person commits the offense of child molestation in the second degree if he or she:<ul style="list-style-type: none">○ Subjects a child who is less than twelve years of age to sexual contact; or○ Being more than four years older than a child who is less than seventeen years of age, subjects the child to sexual contact and the offense is an aggravated sexual offense.○ A person commits the offense of child molestation in the third degree if he or she subjects a child who is less than fourteen years of age to sexual contact.○ A person commits the offense of child molestation in the fourth degree if, being more than four years older than a child who is less than seventeen years of age, subjects the child to sexual contact. |
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| | <ul style="list-style-type: none">• Sexual Misconduct Involving a Child (Mo. Rev. Stat. § 566.083):<ul style="list-style-type: none">○ A person commits the offense of sexual misconduct involving a child if such person:<ul style="list-style-type: none">▪ Knowingly exposes his or her genitals to a child less than fifteen years of age under circumstances in which he or she knows that his or her conduct is likely to cause affront or alarm to the child;▪ Knowingly exposes his or her genitals to a child less than fifteen years of age for the purpose of arousing or gratifying the sexual desire of any person, including the child;▪ Knowingly coerces or induces a child less than fifteen years of age to expose the child's genitals for the purpose of arousing or gratifying the sexual desire of any person, including the child; or▪ Knowingly coerces or induces a child who is known by such person to be less than fifteen years of age to expose the breasts of a female child through the internet or other electronic means for the purpose of arousing or gratifying the sexual desire of any person, including the child.• Sexual Misconduct (Mo. Rev. Stat. §§ 566.093 and 566.095):<ul style="list-style-type: none">○ A person commits the offense of sexual misconduct in the first degree if such person:<ul style="list-style-type: none">▪ Exposes his or her genitals under circumstances in which he or she knows that his or her conduct is likely to cause affront or alarm;▪ Has sexual contact in the presence of a third person or persons under circumstances in which he or she knows that such conduct is likely to cause affront or alarm; or▪ Has sexual intercourse or deviate sexual intercourse in a public place in the presence of a third person.▪ A person commits the offense of sexual misconduct in the second degree if he or she solicits or requests another person to engage in sexual conduct under circumstances in which he or she knows that such request or solicitation is likely to cause affront or alarm.• Sexual Abuse (Mo. Rev. Stat. §§ 566.100 and 566.101):<ul style="list-style-type: none">○ A person commits the offense of sexual abuse in the first degree if he or |
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| | <p>she subjects another person to sexual contact when that person is incapacitated, incapable of consent, or lacks the capacity to consent, or by the use of forcible compulsion.</p> <ul style="list-style-type: none"> ○ A person commits the offense of sexual abuse in the second degree if he or she purposely subjects another person to sexual contact without that person's consent. |
| <p>Consent (as it relates to sexual activity) (Mo. Rev. Stat. § 556.061(14))</p> | <p>Consent or lack of consent may be expressed or implied. Assent does not constitute consent if:</p> <ul style="list-style-type: none"> ● It is given by a person who lacks the mental capacity to authorize the conduct charged to constitute the offense and such mental incapacity is manifest or known to the actor; or ● It is given by a person who by reason of youth, mental disease or defect, intoxication, a drug-induced state, or any other reason is manifestly unable or known by the actor to be unable to make a reasonable judgment as to the nature or harmfulness of the conduct charged to constitute the offense; or ● It is induced by force, duress or deception. |

In addition to the definition of consent under state law, the institution uses the following definition of consent in its sexual misconduct policies for the purpose of determining whether sexual violence (including sexual assault) has occurred:

Definition of Consent

Lack of consent is a critical factor in determining whether sexual violence/assault has occurred. Consent is informed, freely given, and mutually understood. Consent requires an affirmative act or statement by each participant. Consent is not passive.

- If coercion, intimidation, threats, and/or physical force are used, there is no consent.
- If a person is mentally or physically incapacitated or impaired by alcohol or drugs such that the person cannot understand the fact, nature, or extent of the sexual situation, there is no consent.
- If a person is asleep or unconscious, there is no consent.
- Consent to one form of sexual activity does not imply consent to other forms of sexual activity.
- Consent can be withdrawn. A person who initially consents to sexual activity is deemed not to have consented to any sexual activity that occurs after he or she withdraws consent.

The PPAP includes instruction on how to avoid becoming a victim and the warning signs of abusive behavior, the recognition of which will help mitigate the likelihood of perpetration, victimization or bystander inaction. Specifically, they are advised:

If you find yourself in an uncomfortable sexual situation, these suggestions may help you reduce your risk:

- Make your limits known before going too far.
- You can withdraw consent to sexual activity at any time. Do not be afraid to tell a sexual aggressor “NO” clearly and loudly.
- Try to remove yourself from the physical presence of a sexual aggressor. Be direct as possible about wanting to leave the environment.
- Grab someone nearby and ask them for help.
- Be responsible about your alcohol and/or drug use. Alcohol and drugs can lower your sexual inhibitions and may make you vulnerable to someone who views an intoxicated/high person as a sexual opportunity.
- Attend large parties with friends you trust. Watch out for your friends and ask that they watch out for you.
- Be aware of someone trying to slip you an incapacitating “rape drug” like Rohypnol or GHB.

If you find yourself in the position of being the initiator of sexual behavior, these suggestions may help you to reduce your risk of being accused of sexual assault or another sexual crime:

- Remember that you owe sexual respect to the other person.
- Don’t make assumptions about the other person’s consent or about how far they are willing to go.
- Remember that consent to one form of sexual activity does not necessarily imply consent to another form of sexual behavior.
- If your partner expresses a withdrawal of consent, stop immediately.
- Clearly communicate your sexual intentions so that the other person has a chance to clearly tell you their intentions.
- Consider “mixed messages” a clear sign that the other person is uncomfortable with the situation and may not be ready to progress sexually.
- Don’t take advantage of someone who is really drunk or on drugs, even if they knowingly and intentionally put themselves in that state. Further, don’t be afraid to step in if you see someone else trying to take advantage of a nearly incapacitated person.
- Be aware of the signs of incapacitation, such as slurred speech, bloodshot eyes, vomiting, unusual behavior, passing out, staggering, etc.

It is also important to be aware of the warning signs of an abusive person. Some examples include:

- Past abuse
- Threats of violence or abuse
- Breaking objects
- Using force during an argument
- Jealousy
- Controlling behavior
- Quick involvement

- Unrealistic expectations
- Isolation
- Blames others for problems
- Hypersensitivity
- Cruelty to animals or children
- “Playful” use of force during sex
- Jekyll-and-Hyde personality

PPAP instruction also includes encouraging individuals to take safe and positive steps to prevent harm or intervene when there is a risk of domestic violence, dating violence, sexual assault or stalking against another person. This includes reporting such incidents to appropriate authorities. Other steps that can be taken include:

- Look out for those around you.
- Realize that it is important to intervene to help others.
- Treat everyone respectfully. Do not be hostile or an antagonist.
- Be confident when intervening.
- Recruit help from others if necessary.
- Be honest and direct.
- Keep yourself safe.
- If things get out of hand, don’t hesitate to contact the police.

The PPAP also provides information on possible sanctions and protective measures that may be imposed following a determination that an offense of dating violence, domestic violence, sexual assault, or stalking has occurred, an explanation of the disciplinary procedures that will be followed when one of these offenses is alleged, the rights of the parties in such a proceeding, available resources, and other pertinent information. Much of this information is set forth in the upcoming sections of this security report.

Ongoing Prevention and Awareness Program

The College also conducts an Ongoing Prevention and Awareness Campaign (OPAC) aimed at all students and employees. This campaign covers the same material as provided in the PPAP, but is intended to increase the understanding of students and employees on these topics and to improve their skills for addressing the offenses of dating violence, domestic violence, sexual assault, and stalking.

PPAP and OPAC Programming Methods

The PPAP and OPAC are carried out in a variety of ways, using a range of strategies, and, as appropriate, targeting specific audiences throughout the College. Methods include, but are not limited to: online presentations, distribution of written materials, periodic email blasts, and guest speakers. Past programming and currently planned programming includes the following:

PPAP Students

All new and transfer students complete the video course “Sexual Misconduct Prevention” produced for Jewell by Husch Blackwell.

In-person training sessions are provided during new student orientation. The program focuses on PPAP criteria as well as bystander intervention and consent.

In-person training sessions are provided to all nursing cohorts during the year.

PPAP Employees

New Jewell Employees complete two training requirements:

- read and agree to, in writing, the College’s Anti-Harassment Policy and Grievance Procedures and the Jewell Non-Discrimination policy, and
- complete one online training course from United Educators

PPAP for Volunteers/Paid Staff with Summer Camps Involving Minors

Persons volunteering or being paid for summer campus complete two training requirements:

- read and agree to, in writing, the College’s policy on “Minors on Campus”; and
- complete the online course from United Educators

PPAP for Volunteers/Paid Staff with Summer Camps (e.g. Truman Week)

Persons volunteering or being paid for summer camps complete two training requirements:

- read and agree to, in writing, the College’s Anti-Harassment Policy and Grievance Procedures and the Jewell Non-Discrimination policy, and
- complete one online training course from United Educators

OPAC 2016 Training and Programs

Faculty Teach-In Events

Annual Training for Title IX Coordinator and Deputy Coordinator

Annual Title IX Training for Investigators

Staff Teach-In Events

Guest Speakers for Student Populations

Annual Policy Training for all Employees

Title IX Coordinator Provides Training for Special Groups (Counselors, Residence Life Staff, Athletics, etc.)

Greek Programming

Bystander Intervention Programming

Lunch & Learn Program for College Staff

Procedures to follow if you are a Victim of Sexual Assault, Domestic Violence, Dating Violence, or Stalking

If you are a victim of a sexual assault, domestic violence, dating violence, or stalking, go to a safe place and call 911 or Campus Safety at 816-365-0709. At the earliest opportunity, you should also contact the College's Title IX Coordinator Dr. Andrew Pratt at 816-415-7557 or pratta@william.jewell.edu.

Victims will be notified in writing of the procedures to follow, including:

1. To whom and how the alleged offense should be reported.
 - Contact the Title IX Coordinator or refer to the other resources listed in this report.
2. The importance of preserving evidence that may be necessary to prove the offense in a criminal proceeding or disciplinary action or to obtain a protective order. To that end, keep in mind the following:
 - You should not remove clothing items worn during or following an assault, as they frequently contain valuable fiber, hair, and fluid evidence.
 - Don't bathe or wash, or otherwise clean the environment in which the assault occurred.
 - You can obtain a forensic examination at Liberty Hospital, 2525 Glenn Hendren Drive, Liberty, MO 64068, 816.781.7200
 - Completing a forensic examination does not require you to file a police report, but having a forensic examination will help preserve evidence in case you decide at a later date to file a police report.
 - Evidence in electronic formats should also be retained (e.g., text messages, emails, photos, social media posts, screenshots, etc.).
 - Victims of stalking should also preserve evidence of the crime to the extent possible.
3. The victim's options regarding notification to law enforcement, which are: (a) the option to notify either on-campus or local police; (b) the option to be assisted by campus security authorities in notifying law enforcement if the victim so chooses (the institution is obligated to comply with such a request if it is made); and (c) the option to decline to notify such authorities.
 - Campus Safety, dial 1-4-1-1 from any telephone on campus or 816-365-0709
 - Liberty Police Department, dial 9-1-1 or dispatch at 816-439-4701, 101 East Kansas Street, Liberty, MO 64068.
 - To make a police report, a victim should contact the local police agency listed above either by phone or in-person. The victim should provide as much information as possible, including name, address, and when and what occurred, to the best of the victim's ability.
4. Where applicable, the rights of victims and the institution's responsibilities regarding orders of protection, no-contact orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court.
 - In Missouri, victims may obtain an Adult Order of Protection, which provides protective relief for victims of domestic violence, stalking, or sexual assault. Information about Adult Orders of Protection may be found at: <http://www.courts.mo.gov/page.jsp?id=533>.

- A protection order may be obtained by filing a petition with the court. Courts can issue two types of orders: (1) Ex Parte Orders, which act as a temporary emergency order to protect a victim, for up to 15 days, until a court hearing, and (2) Full Orders of Protection, which may be issued for up to one year. Additional information about the orders may be found at: <http://www.courts.mo.gov/file.jsp?id=69655>.
- A Petition for Order of Protection should be filed for in the 7th Circuit of Clay County's Liberty Courthouse. The address is: 11 South Water Street, Liberty, MO 64068. The phone number is 816-407-3900. More information is available here: <http://www.circuit7.net/info>
- Information about obtaining an Order of Protection in Clay County can be found here: <http://www.circuit7.net/fcs/A-Practical-Guide-to-Adult-Orders-of-Protection.pdf>
- The circuit court clerk's office can provide the necessary forms and may assist in completing the forms. Forms may also be found online at: <https://www.courts.mo.gov/file.jsp?id=537> A victim should be prepared to present documentation and/or other forms of evidence when filing for an order of protection.
- Victims may contact local domestic violence and sexual assault advocates for assistance in obtaining a protection order.

Domestic Violence Victim Assistance Program of Kansas City
 1101 Locust, Municipal Court
 Kansas City, MO 64106
 Phone: 816-513-3927

When a protection order is granted, it is enforceable statewide. If you have obtained a protection order and need it to be enforced in your area, you should contact the local police department.

The institution will also enforce any temporary restraining order or other no contact order against the alleged perpetrator from a criminal, civil, or tribal court. Any student or employee who has a protection order or no-contact order should notify the Title IX Coordinator and provide a copy of the restraining order so that it may be kept on file with the institution and can be enforced on campus, if necessary. Upon learning of any orders, the institution will take all reasonable and legal action to implement the order.

- The institution does not issue legal orders of protection. However, as a matter of institutional policy, the institution may impose a no-contact order between individuals in appropriate circumstances. The institution may also issue a "no trespass warning" if information available leads to a reasonable conclusion that an individual is likely to cause harm to any member of the campus community. A person found to be in violation of a No Trespass Warning may be arrested and criminally charged.

Available Victim Services

Victims will be provided written notification about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available to them, both within the College and in the surrounding community. Those services include:

Health and Personal Crisis Support for Victims of Sexual Violence-On Campus

(816) 415-5946 William Jewell College Counseling and Health Services

(816) 415-5020 William Jewell College Nurse Practitioner

Health and Personal Crisis Support for Victims of Sexual Violence-Off-Campus

(816) 781-7200 Liberty Hospital 2525 Glenn Hendren Drive, Liberty, Missouri 64068

(816) 531-0233 MOCSA - Metropolitan Organization to Counter Sexual Assault 3100 Broadway, Suite 400 C, KC, MO 64111

(816) 452-8535 Safehaven/Northland (Hotline)

(877) 842-0818 Safehaven/Northland (Office) Domestic Violence Shelter for Women and Teens
310 Armour Rd., North Kansas City, MO 64116

(816) 471-5800 Newhouse Hotline

(800) 624-5544 Employee Assistance Program – William Jewell College

There is a mental health professional available 24/7 in an urgent situation.

(816) 532-7220 St. Luke's, Northland Hospital (Smithville Campus):

601 South 169 Highway, Smithville, MO 64089

(816) 468-0400 Tri-County Community Mental Health Services, Inc. 3100 83rd Street, Kansas City, MO 64119

(816) 235-8162 Research Psychiatric Center 2323 E. 63rd, Kansas City, MO

Inpatient treatment, partial hospitalization and ILP for mental health, chemical dependency and dual diagnosis. (816) 373-6400 or (913) 339-9933

Victim Advocacy

(816) 736-8300 Clay County Prosecuting Attorney Victim Advocate

(816) 881-3555 Jackson County Prosecuting Attorney Victim Advocate

(816) 513-3927 Domestic Violence Victim Assistance Program

(800) 698-9199 Missouri Victim Assistance Network

Legal Assistance

(816) 474-9868 Legal Aid of Western Missouri – Domestic Violence Protection

(573) 636-8776 Missouri Coalition Against Sexual Assault

(573) 636-3635 Missouri Bar Association Attorney Referral Line

Visa and Immigration Support Services

1-800-375-5283 U.S. Citizenship and Immigration Services-Immigration Options for Victims of Crimes

Student Financial Aid Assistance-On-Campus

1-816-415-5973 Financial Aid Office-William Jewell College

Accommodation and Protective Measures

The College will provide written notification to victims about options for, and available assistance in, changing academic, living, transportation, and working situations or protective measures. If victims request these accommodations or protective measures and they are reasonably available the College is obligated to provide them, regardless of whether the victim chooses to report the crime to campus safety or local law enforcement. Requests of this nature should be made to the Title IX Coordinator at 816-415-7557 or pratta@william.jewell.edu. The Title IX Coordinator is responsible for deciding what, if any, accommodations or protective measures will be implemented. When determining the reasonableness of such a request, the Title IX Coordinator may consider, among other factors, the following:

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

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

Procedures for Disciplinary Action

Allegations of domestic violence, dating violence, sexual assault or stalking will be processed through the College's Anti-Harassment Policy and Grievance Procedures. These procedures are utilized whenever or wherever a complaint is made, regardless of the status of the complainant and the respondent. The formal process is described below, but informal resolution may also be considered in appropriate circumstances and with the agreement of the parties (not in cases where sexual violence is alleged). The complaint resolution procedures are invoked once a report is made to the Anti-Harassment Coordinator/Title IX Coordinator.

Formal Process

Once a complaint is made, the Anti-Harassment Coordinator/Title IX Coordinator will commence the investigatory process as soon as practicable, but not later than seven (7) days after the complaint is made. The Anti-Harassment Coordinator/Title IX Coordinator will analyze the complaint and notify the respondent that a complaint has been filed.

During the investigation, the complainant and respondent will each have an equal opportunity to describe the situation and present witnesses and other supporting evidence. The Anti-Harassment Coordinator/Title IX Coordinator will review the statements and evidence presented and may, depending on the circumstances, interview others with relevant knowledge, review documentary materials, and take any other appropriate action to gather and consider information relevant to the complaint. Upon completion of the investigation, the Anti-Harassment Coordinator/Title IX Coordinator issues a written report with recommendations regarding the outcome of the complaint. Prior to the report being finalized, the parties will be allowed to review a copy of it and provide any final comments. The report is then finalized and submitted to both the Provost and the Vice-President for Finance and Operations.

In the case of a complaint against a faculty member or student, the Provost, in consultation with the Vice-President for Finance and Operations, issues the final determination regarding the outcome of the investigation. In the case of a complaint against a staff member, volunteer, or third-party, the Vice-President for Finance and Operations, in consultation with the Provost, makes the final determination regarding the outcome of the investigation. The College strives to complete investigations of this nature within sixty (60) calendar days.

Appeal

Both parties have an equal opportunity to appeal the determination by filing a written appeal with the President within ten (10) days of receipt of the written determination received from the Provost or Vice-President for Finance and Operations. The President will resolve the appeal within fifteen (15) days of receiving it and may take any and all actions that he/she determines to be in the interest of a fair and just decision. The parties will be notified of the President's decision in writing within three (3) days of it being made. The President's decision is final.

Special Procedure

If a complaint involves alleged conduct on part of the President, the College's Board of Trustees ("Board") will designate an appropriate individual to conduct the investigation. The written report of the investigation will be presented to the full Board of Trustees, which will prepare and issue the written determination. This determination is final and not subject to appeal.

If the complaint involves alleged conduct on part of the Anti-Harassment Coordinator/Title IX Coordinator, Provost, or Vice-President for Finance and Operations, the President will designate an

appropriate individual to conduct the investigation. The written report of the investigation will be presented to the President, who will prepare and issue the written determination. This determination is subject to appeal to the Board consistent with the “Appeals” section above.

Rights of the Parties in an Institutional Proceeding

During the course of the process described in the previous section, both the accuser and the individual accused of the offense are entitled to:

1. A prompt, fair and impartial process from the initial investigation to the final result.
 - A prompt, fair and impartial process is one that is:
 - Completed within reasonably prompt timeframes designated by the institution’s policy, including a process that allows for the extension of timeframes for good cause, with written notice to the accuser and the accused of the delay and the reason for the delay.
 - Conducted in a matter that:
 - Is consistent with the institution’s policies and transparent to the accuser and the accused.
 - Includes timely notice of meetings at which the accuser or accused, or both, may be present; and
 - Provides timely access to the accuser, the accused and appropriate officials to any information that will be used during the informal and formal disciplinary meetings and hearings.
 - Conducted by officials who do not have a conflict of interest or bias for or against the accuser or the accused.
2. Proceedings conducted by officials who, at a minimum, receive annual training on the issues related to domestic violence, dating violence, sexual assault and stalking and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.
 - Such training addresses topics such as relevant evidence and how it should be used during a proceeding, proper techniques for questioning witnesses, basic procedural rules for conducting a proceeding, and avoiding actual and perceived conflicts of interest. Recent and Planning Training Includes: Annual Title IX Training for the Title IX Coordinator, Co-Deputy Coordinators, and Investigators takes place in January and is provided by Husch Blackwell.
3. The same opportunities to have others present during any institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice. The institution may not limit the choice of advisor but may establish limits regarding the extent to which that advisor may participate in the proceeding, as long as those limits apply equally to both parties.
4. Have the outcome determined using a preponderance-of-the-evidence standard based on the totality of the evidence presented.

5. Simultaneous, written notification of the results of the proceeding, any procedures for either party to appeal the result, any change to the result, and when the result becomes final. For this purpose, “result” means “any initial, interim and final decision by an official or entity authorized to resolve disciplinary matters” and must include the rationale for reaching the result and any sanctions imposed.

Possible Sanctions or Protective Measures that College May Impose for Domestic Violence, Dating Violence, Sexual Assault or Stalking Offenses

Following a final determination in the institution’s disciplinary proceeding that domestic violence, dating violence, sexual assault, or stalking has been committed, the institution may impose a sanction depending on the mitigating and aggravating circumstances involved. The possible sanctions include: warning; reprimand; probation; restitution; fine; loss of privileges; housing probation; suspension or expulsion/termination; restriction on eligibility to represent the College at any official function or in any intercollegiate competition. If a suspension is imposed on a student, it may be for part of a semester, a full semester, or an entire academic year. An employee may be suspended for any length of time determined appropriate by the Director of Human Resources. Following a suspension, the individual will be required to meet with the Dean of Students (student) or Director of Human Resources (employee) to discuss re-entry and expectations going forward.

In addition, the College can make available to the victim a range of protective measures. They include: forbidding the accused from entering the victim’s residence hall and from communicating with the victim, other institutional no-contact orders, safety escorts, modifications to academic requirements or class schedules, changes in working situations, etc.

Publicly Available Recordkeeping

The College will complete any publicly available recordkeeping, including Clery Act reporting and disclosures, without the inclusion of personally identifiable information about victims of domestic violence, dating violence, sexual assault, and stalking who make reports of such to the College to the extent permitted by law.

Victims to Receive Written Notification of Rights

When a student or employee reports to the College that he or she has been a victim of domestic violence, dating violence, sexual assault, or stalking, whether the offense occurred on or off campus, the College will provide the student or employee a written explanation of his or her rights and options as described in the paragraphs above.

Sex Offender Registration Program

The Campus Sex Crimes Prevention Act of 2000 requires institutions of higher education to advise members of the campus community where they can obtain information provided by the state concerning registered sex offenders. It also requires sex offenders to notify the state of each institution of higher education in the state at which they are employed or enrolled or carrying on a vocation. The state is then required to notify the College of any such information it receives. Anyone interested in determining whether such persons are on this campus may do so by contacting Landon Jones, Director of Campus Safety at 816-365-0709 or 816-415-6335. State registry of sex offender information can be found at http://www.mshp.dps.missouri.gov/MSHPWeb/SAC/sex_offender_960grid.html

Clay County sex offender information can be located at:
<http://www.claycountymo.gov/offenders#offenders>

Emergency Response and Evacuation Procedures

The College has an emergency management plan designed to ensure there is a timely and effective response in the event of a significant emergency or dangerous situation occurring on campus involving an immediate threat to the health or safety of members of the campus community. Such situations include, but are not limited to: tornadoes, bomb threats, chemical spills, disease outbreaks, fires, active shooters, etc. The College has communicated with local police requesting their cooperation in informing the College about situations reported to them that may warrant an emergency response.

Students, staff, and visitors are encouraged to notify the Director of Campus Safety at 816-415-6335 of any situation that poses such a threat.

The Director of Campus Safety will access available sources of information from campus administrative staff and local authorities to confirm the existence of the danger and will be responsible for initiating the institution's response and for marshaling the appropriate local emergency response authorities for assistance. Depending on the nature of the emergency, other College departments may be involved in the confirmation process.

Once the emergency is confirmed and based on its nature, the Director of Campus Safety will consult with other appropriate College officials to determine the appropriate segment or segments of the College community to be notified.

The Director of Campus Safety in collaboration with other appropriate personnel, will determine who should be notified, and will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

Depending on the segments the campus the notification will target, the content of the notification may differ. When appropriate, the content of the notification will be determined in consultation with local authorities. Also as appropriate, the notification will give guidance as to whether its recipients should shelter in place or evacuate their location.

The Director of Campus Safety will direct the issuance of emergency notifications, which will be accomplished using one or more of the following means, depending on the nature of the threat and the segment of the campus community being threatened:

| Method | Sign-Up Instructions |
|--|--|
| Campus Text Alert System | Sign-up through My Jewell https://my.jewell.edu/webadvisor/webadvisor |
| Campus Email | All students, faculty, and staff are provided a campus email address |
| Hard copy postings in public and prominent areas | N/A |

| | |
|---|-----|
| Building captain communication within each building | N/A |
|---|-----|

At the direction of Landon Jones, the Director of Campus Safety, the College’s Department of Campus Safety will contact local law enforcement of the emergency if they are not already aware of it and local media outlets in order that the larger community outside the campus will be aware of the emergency.

The College tests its emergency response and evacuation procedures at the beginning of the spring and fall semester. The tests may be announced or unannounced. Also, at various times the Emergency Management Team will meet to train and test and evaluate the College’s emergency response plan.

The Director of Campus Safety maintains a record of these tests and training exercises, including a description of them, the dates and times they were held and an indication of whether they were announced or unannounced. In connection with at least one such test, the College will distribute to its students and employees information to remind them of the College’s emergency response and evacuation procedures.

Missing Person Procedures

All reports of suspected missing students shall be directed to Campus Safety, 816-365-0709, and/or the Office of Student Life, 816-415-5963. A student, regardless of age or status, is considered missing after 24 hours of no contact from the initially received report. This does not preclude the College from making the determination that a student is missing before 24 hours of no contact.

Every student is annually required to register an emergency contact with the College. In addition to registering a standard emergency contact, students may identify one or more confidential, missing student contacts that the College will notify upon a determination that the student is missing. Students may register their general emergency contact and one or more missing student contacts via their My Jewell account. Missing student contacts are saved separately and confidentially and are only accessible to authorized campus officials and law enforcement personnel in furtherance of a missing person investigation.

The missing student contact(s) will only be contacted by the College in the event the student is deemed missing. If a student registers one or more missing student contact(s), the registering student authorizes the College and law enforcement personnel to contact said missing student contact(s) to communicate that the student has been deemed missing and is part of a missing student investigation. The College will notify a custodial parent or guardian of any missing student younger than 18 years of age (unless emancipated).

If the information indicates the student in question may be in danger or at risk during the 24-hour period the College is attempting to contact/locate the student, the College will immediately notify the Liberty Police Department with all information known at that time.

Until a student is deemed missing, Campus Safety and Student Life will make every effort to contact, locate and confirm the safety and well-being of the student in question. Information will be gathered about the student in question and will include, but is not limited to, the student’s ID photo or other available photos of the student, physical and clothing descriptions, vehicle information, the last known time and location of contact and identifying who was with the student during the last known contact.

Efforts to locate the student may include, but are not limited to, making direct contact with the student in question (phone, e-mail, text, social media, etc.), checking electronic records for the most recent activity (on-line lock access, network log-in, most recent e-mail activity, meal plan use, library systems, social media, etc.), interviewing the last known contact with the student in question, confirming and interviewing the last known college employee who had contact with the student (professors, coaches, student organization advisors, etc.), confirming when the student in question was last seen by their resident director and/or resident assistant, performing an, “in plain sight inspection,” of the student’s room for any information as to the student’s whereabouts (this will include “keying into” the student’s room if it’s locked) and checking with and interviewing the student’s known acquaintances.

Once a student is deemed missing, the College will immediately initiate the following actions:

- A Student Life administrator will first attempt to notify the confidential missing student contact if registered with the College. In cases where a confidential missing student contact is not designated, the emergency contact, or other available contacts provided to the College will be notified. If the missing student is younger than 18 years of age, and not emancipated, the College will notify their parent(s) or guardian(s) of record and any additional contacts designated by the student.
- Campus Safety will file a missing person report with the Liberty Police Department. All information gathered while attempting to contact/locate the missing student will be shared with law enforcement.

Crime Statistics

The statistical summary of the above crimes for this College over the past three calendar years follows:

| Crime | On Campus | | | On-Campus Housing | | | Non Campus | | | Public Property | | |
|-----------------------------------|-----------|------|------|-------------------|------|------|------------|------|------|-----------------|------|------|
| | 2016 | 2015 | 2014 | 2016 | 2015 | 2014 | 2016 | 2015 | 2014 | 2016 | 2015 | 2014 |
| Murder/Non-Negligent Manslaughter | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Manslaughter by Negligence | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Rape | 4 | 2 | 0 | 4 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Fondling | 0 | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Statutory Rape | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Incest | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Aggravated Assault | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| Crime | On Campus | | | On-Campus Housing | | | Non Campus | | | Public Property | | |
|--|-----------|------|------|-------------------|------|------|------------|------|------|-----------------|------|------|
| | 2016 | 2015 | 2014 | 2016 | 2015 | 2014 | 2016 | 2015 | 2014 | 2016 | 2015 | 2014 |
| Burglary | 8 | 1 | 2 | 3 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Robbery | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Motor Vehicle Theft | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Arson | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Arrest - Liquor Law Violation | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Arrest - Drug Abuse Violation | 0 | 1 | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 |
| Arrest - Weapon Violation | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Disciplinary Referral - Liquor Law Violation | 81 | 76 | 54 | 81 | 76 | 54 | 0 | 0 | 0 | 0 | 0 | 0 |
| Disciplinary Referral - Drug Abuse Violation | 5 | 1 | 6 | 5 | 1 | 6 | 0 | 0 | 0 | 0 | 0 | 0 |
| Disciplinary Referral - Weapon Violation | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Domestic Violence | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Dating Violence | 1 | 1 | 0 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Stalking | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

Hate crimes

2016: No hate crimes reported.

2015: One on-campus Destruction/Damage/Vandalism to Property incident characterized by race bias.

2014: No hate crimes reported.

Unfounded crimes

2016: There were no crimes determined to be unfounded by a commissioned law enforcement officer after a full investigation and subsequently withheld from the crime statistics disclosure.

2015: There were no crimes determined to be unfounded by a commissioned law enforcement officer after a full investigation and subsequently withheld from the crime statistics disclosure.

2014: There were no crimes determined to be unfounded by a commissioned law enforcement officer after a full investigation and subsequently withheld from the crime statistics disclosure.

Data from Local Law Enforcement

- The data above reflects statistics provided from local law enforcement on crimes that occurred in the College's Clery Geography where the College was able to determine the exact Clery Geography category the crime occurred on.
- The College was provided with crime data for which the College was not able to determine whether any of the crime statistics apply to or include in the College's Clery Act geography.
- Certain local law enforcement agencies did not comply with the College's request for crime statistics.

Annual Fire Safety Report

Housing Facilities and Fire Safety Systems

The College maintains on-campus housing for its students. These facilities were built at different times and have a variety of fire safety systems installed within them. Periodically the College also conducts fire drills. The following chart lists each housing facility, the fire safety system or systems within it and the number of fire drills conducted during the previous calendar year.

| Facility | Fire Alarm Monitoring Done on Site (byUPD) | Partial Sprinkler System | Full Sprinkler System | Smoke Detection | Fire Extinguisher Devices | Evacuation Plans & Placards | Number of evacuation (fire) drills |
|---|--|--------------------------|-----------------------|-----------------|---------------------------|-----------------------------|------------------------------------|
| Phi Gamma Delta, 857 RE Bowles Drive | X | | X | X | X | X | 2 |
| Semple Hall, 321 Greene Drive | X | | | X | X | X | 2 |
| Senior House, 851 RE Bowles Drive | X | | X | X | X | X | 2 |
| Shumaker Hall, 458 RE Bowles Drive | X | | X | X | X | X | 2 |
| Jewell Street Language Assistants Home, 7 S. Jewell | X | | | X | X | X | 2 |
| Browning Hall, 231 Greene Drive | X | | | X | X | X | 2 |
| Eaton Hall, 221 Greene Drive | X | | | X | X | X | 2 |
| Evans House, 441 Wilson St. | X | | | X | X | X | 2 |

| | | | | | | | |
|--|---|--|---|---|---|---|---|
| Ely Hall, 211 Greene Drive | X | | | X | X | X | 2 |
| Jones Hall, 311 Greene Drive | X | | | X | X | X | 2 |
| Kappa Alpha Order, 849 RE Bowles Drive | X | | X | X | X | X | 2 |
| Lambda Chi Alpha, 841 RE Bowles Drive | X | | X | X | X | X | 2 |
| Melrose Hall, 310 Greene Drive | X | | X | X | X | X | 2 |

Policies on Portable Appliances, Smoking, and Open Flames

The use of open flames, such as candles, and the burning of such things as incense, and smoking are prohibited in campus housing. The College does not allow halogen lamps with exposed bulbs. Only surge-protected extension cords are permitted. With respect to portable electrical appliances, the College does allow hot plates or other appliances with a heating element. Also, tampering with fire safety systems is prohibited and any such tampering may lead to appropriate disciplinary action.

The College reserves the right to make periodic inspections of campus housing to ensure fire safety systems are operational and that the policy on prohibited items is being complied with. Prohibited items, if found, will be confiscated and donated or discarded without reimbursement.

Fire Evacuation Procedures

In the event of a fire, all community members are to exit the premises immediately and are encouraged to pull a fire alarm as they leave the building. Pursuant to drills and training exercises, community members are required to congregate in a designated area once evacuated so that campus personnel (building captains and/or residence directors) can conduct a census. Community members are also encouraged to call 911 to report the fire and then call Campus Safety at 816-365-0709 to report the incident. Whether a 911 call is required or not, all fire-related incidents must be reported to Campus Safety to ensure they are included in the annual report of fire statistics. Students may also report fire-related incidents to their Resident Director, Resident Assistant or the Associate Dean of Students and Director of Residence Life who will then contact Campus Safety.

Fire Education and Training Programs

Fire safety education programs for all residents of on-campus student housing and all employees with responsibilities related to that housing are held at the beginning of each semester. Their purpose is to: familiarize everyone with the fire safety system in each facility, train them on procedures to follow if there is a fire and inform them of the College's fire safety policies. Information distributed includes maps of each facility's evacuation route and any fire alarms and fire suppression equipment available in the facility. Attendees are advised that participation in fire drills is mandatory and any student with a disability is given the option of having a "buddy" assigned to assist him or her.

Reporting Fires

The College is required to disclose each year statistical data on all fires that occurred in on-campus student housing facilities. When a fire alarm is pulled and/or the fire department responds to a fire, these incidents are captured. However, there may be instances when a fire is extinguished quickly and an alarm is not pulled or a response by the fire department was not necessary. It is important that these incidents be recorded as well. Therefore, if you are aware of such a fire, see evidence of one or hear about one, you should contact the following: Campus Safety at 816-365-0709. When notifying Campus Safety, please provide these individuals as much information as possible about the location, date, time and cause of the fire.

Plans for Future Improvements

The College periodically reviews its fire safety protections and procedures. At this time, it has no plans for future improvements.

Fire Statistics

2016

No fires were logged in 2016.

2015

No fires were logged in 2015.

2014

No fires were logged in 2014.

EMERGENCY RESPONSE GUIDE

Be Proactive Before an Emergency

IN AN EMERGENCY DIAL 911

- Make sure you know how to reach William Jewell Campus Safety: **816-365-0709**. Program this number into your cell phone.
- Study the Emergency Response Guide at least once a semester.
- Be aware of your surroundings and exits. Be prepared.
- Remain calm at all times to best ensure that you are exercising sound judgment.
- If you have a physical disability, please schedule a meeting with Campus Safety to develop personal emergency accommodation strategy based on your specific needs and concerns. It is recommended that two or three "buddies" are identified who are willing to help you in the event of an emergency. It is also critical to develop a back-up plan in the event that your buddies are unavailable.
- If you live in a residence hall, talk with your RA or RD about the location of your emergency assembly area and be sure to understand your evacuation plans.
- Notify your RD or RA of any condition that could cause a medical emergency (e.g. epilepsy, diabetes, etc.) and whether you take any medications for this condition. Provide your RA or RD with specific information on the type of medication and where it is located in your room.



If you discover a fire:

1. Pull a fire alarm and call 911; then call Campus Safety.
2. If the fire is beyond your means, evacuate the area.
3. When evacuating, notify and assist others as you leave and close any doors along the way.
4. Do not use elevators.
5. If practical, evacuate in groups to better ensure that all residents/occupants are accounted for.
6. Provide assistance to those with physical disabilities.
7. Evacuate in a safe and orderly manner.
8. Fully cooperate with emergency responders and Campus Safety personnel and only return to the building upon receiving the all-clear.
9. If you are above the ground floor and fire or dense smoke has restricted your exit routes, remain in your room and place a towel or clothing at the base of your door to prevent the entrance of smoke. Open any windows and signal your need for help.

(If the fire is small and you are properly trained, use a fire extinguisher to combat the fire. **DO NOT ENDANGER YOURSELF OR OTHERS** by trying to extinguish a large, well-developed fire. When engaging an extinguisher, remember the acronym **P.A.S.S.:** **P**ull the pin; **A**im at the base of the fire; **S**queeze the trigger; **S**pray until extinguished.)



If you are notified a tornado is approaching:

1. Move to the building's designated shelter area. These areas are typically located on the lowest floor and within an interior room or hallway.
2. Stay away from windows and seek cover.
3. If you are outdoors, enter the nearest building and follow the steps outlined above.



MEDICAL EMERGENCY

If you discover a medical emergency:

1. IF THE INJURY/ILLNESS IS SEVERE OR LIFE-THREATENING, CALL 911; then call Campus Safety.
2. Avoid leaving the injured/ill person except to summon help.
3. If injury/illness is not life threatening, call Campus Safety.
4. Do not move the person unless he or she is in danger.
5. Render first-aid or CPR if trained and qualified.
6. If you are exposed to another's bodily fluids, inform Campus Safety when they arrive.



INTRUDER

In the event of an intruder:

1. If you are inside and are able to safely exit the building, do so quickly. Warn others on your way out. Once outside, seek cover/safety. Once safe, call 911.
2. If you are inside and not able to safely exit, find a place to hide. Either barricade yourself in a room and lock the door; or seek shelter behind a large object.
 - Do not sound the fire alarm as this will make people run outside.
 - Remain calm. Be still and quiet.
 - Silence your phone and turn off all electronics and lights (if in a room).
 - Only call 911 if you can do so without being heard or noticed.
 - Do not leave the room until you have been given the all-clear by law enforcement.
 - If your life is at immediate risk, fight back with aggression. Work with others and commit to your actions as you make every effort to disable the intruder.
3. If you are outside and threatened, run away using evasive actions. Warn anyone that you may come in contact with as you flee. Once safe, call 911.
4. If you encounter law enforcement, obey all of their commands. Keep your hands where they can see them and do not make any sudden movements.



POLICE EMERGENCY

If you discover a crime in progress:

1. Call 911; then call Campus Safety.
2. DO NOT ATTEMPT TO APPREHEND OR INTERFERE WITH A SUSPECT EXCEPT IN SELF-DEFENSE.
3. If it is safe to do so, try to get a detailed description of the suspect noting their physical characteristics, including height, weight, sex, race, age, distinguishing features (e.g., facial hair, tattoos). Also, take note of what they are wearing and whether they are in possession of a weapon.
4. If the suspect is in a vehicle, take note of the license number, make/model/color and any other unique identifiers (e.g., number of doors, bumper stickers, rust).



INSTRUCTIONS FOR INDIVIDUALS WITH PHYSICAL DISABILITIES

In the event of an emergency:

1. As much as is possible, follow the guidelines outlined above for each specific emergency.
2. Assuming you have worked with Campus Safety to discuss and determine your specific needs and have developed an accommodation strategy (as referenced above), please follow through on your plan.
3. Request assistance from other community members to best ensure your personal safety and well being.

Questions concerning this guide?
Contact Campus Safety at **816-365-0709**