

2014

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ANNUAL
CAMPUS
CRIME AND
FIRE
SAFETY
REPORT

MIDWESTERN BAPTIST THEOLOGICAL SEMINARY
5001 N. OAK TRAFFICWAY
KANSAS CITY, MO 64118
816-414-3700

CAMPUS SECURITY AND FIRE SAFETY REPORT - 2014

Introduction

Campus security and safety are important issues in postsecondary education today. Providing students nationwide with a safe environment in which to learn and keeping students, parents and employees well informed about campus security are goals that have been voiced by many groups. These goals were advanced by the *Crime Awareness and Campus Security Act of 1990*. The U.S. Department of Education (ED) is committed to ensuring that postsecondary institutions are in full compliance with this act, and that the enforcement of the act remains a priority. Compliance with this act, now known as the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*, or *Clery Act*, provides students and families, as higher education consumers, with the information they need to make informed decisions. Detailed information about this Act is available from the Department of Education at: www.ed.gov/admins/lead/safety/campus.html.

Data for the *Annual Security and Safety Report* for MBTS is compiled each year by Department of Human Resources from the following sources:

- Campus Operations/Security Department
- Kansas City Missouri Police Department
- Clay County Sheriff's Department
- Campus Security Authorities

The report is published by October 1st each year by the Office of Human Resources and is available online to the general public, prospective students, and employees, including all current MBTS students, faculty, and staff, at this site:

http://www.mbts.edu/downloads/site/campus_safety_report2014.pdf

The Annual Report may be viewed, downloaded, or printed from the web. If you are unable to obtain a hard copy from the web, you may request one from Campus Security or Student Development.

In addition to the posted web-based report, direct notification to prospective and current students and employees is accomplished in several ways. A notification summarizing the availability of all required federal disclosures is included along with the application forms for student enrollment and employment at MBTS. And finally, individual notification regarding the availability of the report is e-mailed annually by October 1st to all faculty, staff and students through the campus web-based email system.

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Purpose

The purpose of the Campus Crime and Security Policies is to delineate the procedures for students and others to report criminal actions or other emergencies occurring on Midwestern Baptist Theological Seminary college grounds. Crime reporting on college campuses is mandated by the federal *Crime Awareness and Campus Security Act of 1990*.

Reportable Crimes

Reporting of the following crimes is mandated by the Clery Act:

- Murder/non-negligent Manslaughter
- Negligent Manslaughter
- Forcible sex offenses
- Non-forcible sex offenses
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle theft
- Arson
- Hate crimes

In addition, arrests and judicial (disciplinary) referrals for these categories are reportable:

- Illegal weapons possession
- Drug law violations
- Liquor law violations

The definitions of these crimes can be found in Appendix 1.

To Report a Crime

Seminary members, students, faculty, staff and guests are encouraged to report all crimes and public safety related incidences to:

Emergency	911
MBTS Campus Security – 8AM to 4:30 PM	816-414-3732
MBTS Campus Security – 4:30 PM to 8 AM	816-678-9355
Clay County Sheriff on campus Patrol – 11 PM to 5 AM	816-678-9356

Alternately, crimes may be reported to these designated MBTS "*Campus Security Authorities*":

Title	Phone Number
President	816-414-3701
Vice President of Administration	816-414-3752
Vice President for Academic Development and Academic Dean	816-414-3801
Vice President for Student Development	816-414-3712
Dean of Midwestern Baptist College	816-414-3746
Campus Safety/Security Officer	816-414-3836
Women's Resident Advisor	816-645-2247
Director, Campus Operations	816-414-3787
Director of Human Resources	816-414-3890

The *Campus Security Authority* will assist the individual reporting a crime in notifying the Kansas City, Missouri police department, if desired. They can also assist victims with off-campus referral services through local hospitals, mental health agencies, and other support

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organizations. The *Campus Security Authority* will also assist the victim with changes in academic and/or campus living arrangements if desired and if available.

Most crime reports are directed to the Safety and Security Officer and then forwarded to the Vice President of Student Development for review and potential action. MBTS will investigate a report when it is deemed appropriate.

If sexual assault or rape should occur, staff on the scene, including Campus Security, will offer the victim a wider variety of services, such as hospitals, clinics, counseling services, etc.

Crimes should be reported to Campus Security to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices, as discussed below, to the community, when appropriate.

Confidential Reporting

If you are the victim of a crime and do not want to pursue action within the MBTS system or in the criminal justice system, you may still want to consider making a confidential report. With your permission, a Campus Security staff member or *Campus Security Authority* can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, MBTS can keep an accurate record of the number of incidents involving students, employees and visitors; determine where there is a pattern of crime with regard to a particular location, method, or assailant; and alert the campus community with a timely warning to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

Timely Warning

A Timely Warning is provided to give students, faculty, and staff timely notification of crimes that may represent a serious or on-going threat to the seminary community and to heighten safety awareness. The Warning also seeks information that may lead to arrest and conviction of the offender when violent crimes against persons or substantial crimes against property have been reported.

Campus Security, in coordination with the Vice President of Student Development and Vice President of Administration is responsible for issuing a Timely Warning when a crime is reported to or brought to the attention of Campus Security or other *campus security authority* and that crime represents a serious or on-going threat to the safety of members of the seminary community. Information for Timely Warnings also comes from other law enforcement agencies. Every attempt will be made to distribute the Warning promptly; however, the release is subject to the availability of accurate facts concerning the incident. Timely Warnings are created and distributed by Campus Security.

Campus Security will prepare a Timely Warning whenever a report is received of a violent crime against a person or a substantial crime against property on campus that represents a serious or

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on-going threat to the safety of students, faculty, and staff. Timely Warnings provide details of the crime, a description of the suspect (if known), and information on whom to contact with information, and safety tips.

Timely Warnings will be issued through the MBTS Alert System, which uses email, text messaging and phone calls, as quickly as possible to faculty, staff, and students.

Whenever the Kansas City, Missouri Police Department issues a news release about an off-campus crime that represents a serious or on-going threat to the safety of students, faculty, and staff, the seminary will assist in publicizing the crime on campus.

Timely Warnings typically include the following information:

1. A succinct statement of the incident.
2. Any connection to previous incidents.
3. Physical description and/or composite drawing of the suspect, if appropriate.
4. Date and time the Alert was released.
5. Other relevant and important information.
6. Appropriate safety tips.

Annual Disclosure of Crime Statistics

Midwestern Baptist Theological Seminary prepares an annual report of crime statistics to include in the annual Campus Security and Fire Safety Report. This report is prepared to comply with the *Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act*. The full text of this report can be located on our web site at http://www.mbts.edu/downloads/site/campus_safety_report2014.pdf. This report is prepared in cooperation with the local law enforcement agencies surrounding our main campus residential housing.

Campus crime, arrest and referral statistics include those reported to MBTS Campus Security, designated campus officials known as "*Campus Security Authority*" and local law enforcement agencies. A procedure is also in place to anonymously capture crime statistics disclosed confidentially, as stated previously under Confidential Reporting. The following chart shows crime statistics for years 2010, 2011 and 2012.

Campus Crime Statistics - with student housing

	2010				2011				2012			
	Student Residential Facility	Total On Campus	Non-Campus Building/Property	Public Property	Student Residential Facility	Total On Campus	Non-Campus Building/Property	Public Property	Student Residential Facility	Total On Campus	Non-Campus Building/Property	Public Property
Number of Offenses												
<u>Criminal Offenses</u>												
Murder and Non-Negligent												
Manslaughter Negligent	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
<u>Sex Offenses</u>												
Forcible Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Non-Forcible Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	6	6	0	0	0	1	0	0	0	1	0	0
Arson	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
Number of Arrests or Persons Referred for Campus Disciplinary Action												
<u>Liquor Law Violations</u>												
Persons Referred for Campus Disciplinary Action	0	0	0	0	0	0	0	0	0	0	0	0
Arrests	0	0	0	0	0	0	0	0	0	0	0	0
<u>Drug Law Violations</u>												
Persons Referred for Campus Disciplinary Action	0	0	0	0	0	0	0	0	0	0	0	0
Arrests	0	0	0	0	0	0	0	0	0	0	0	0
<u>Weapons Possession</u>												
Persons Referred for Campus Disciplinary Action	0	0	0	0	0	0	0	0	0	0	0	0
Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Hate Crimes												
Race	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0
<i>Only reported if motivated by bias as determined by the one of the six biases categories.</i>												
Larceny-Theft	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0
Distraction/damage/vandalism of property (except "arson")	0	0	0	0	0	0	0	0	0	0	0	0

Crimes reported in the Student Residential Facilities column are included in the Total On-Campus category.

These statistics indicates cases as initially reported to the police. Further investigation may reveal the case was unfounded or lacked sufficient evidence to results in the filing of criminal charges by the prosecutor's office.

Individuals who were arrested and referred for campus disciplinary action are reported only under the arrest category.

Includes incidents that occurred at off-campus classrooms during the time they were under the control of MBTS.

The statistics in this Annual Report were prepared by MBTS Campus Operations Security based on information gathered from individuals in the following seminary offices and local law enforcement authorities:

MBTS Campus Operations

Kansas City MO Police
Clay County MO Sheriff's Dept
Missouri Highway Patrol

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Midwestern Baptist Theological Seminary Facilities

Under the Clery Act we must disclose statistics for reported Clery crimes that occur:

- On campus;
- On public property within or immediately adjacent to the campus;
- In or on non-campus buildings or property that our institution owns or controls.

MBTS on campus property:

- Entire 160 acres, including all buildings, parking lots, roadways, etc.
- Includes credit union and bookstore since they are located on property MBTS owns
- Also includes all campus housing and the Vivian Home.

MBTS public property:

- North Oak Trafficway, including sidewalks on both sides of the street, from south entrance to NE 54th Terrace;
- Vivian Road, including sidewalks on both sides of the street, from west boundary of MBTS property to the east boundary;
- NE 54th Terrace from North Oak Trafficway to the end of NE 54th Terrace;
- North Oak Frontage Road beginning at south entrance off North Oak Trafficway to end of property boundary adjacent to Office Depot;
- Troost beginning at 49th Street and continuing to end of property boundary on the north;
- 49th Street from Troost on the east to North Campbell Street on the west.
- Englewood Park from the MBTS north boundary to the north boundary of the park.

MBTS Non Campus Property:

- Classroom at Cornerstone Church of Ames, 56829 U.S. Highway 30, Ames, Iowa 50010, only for the time class is meeting including the hallways and/or stairways leading to the classroom.

Campus and Facility Access

During business hours, the Seminary (excluding resident housing) will be open to students, parents, employees, contractors, guests and invitees. During non-business hours access to all Seminary facilities is by key, if issued, or by admittance via Campus Operations/Security. In the case of periods of extended closing, the Seminary will admit only those with prior written approval to all facilities.

Most resident housing is secured 24 hours a day; the remaining residence housing is secured by individual locks on apartment doors. Residences of these facilities will be issued a key to enter the building and their individual dorm/apartment.

Emergencies may necessitate changes or alterations to any posted schedules. Areas that are revealed as problematic will be reviewed by the Head of Campus Operations/Security, the Vice President of Student Development and the Vice President of Administration for potential alterations to items such as landscaping, locks, alarms, lighting and communication.

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Additionally, during the academic year, Campus Security meets as needed to discuss issues of pressing concern.

Campus Law Enforcement Authority and Jurisdiction

Midwestern Baptist Theological Seminary Campus Operations/Security personnel have the authority to ask persons for identification and to determine whether individuals have lawful business at MBTS. MBTS Campus Security personnel have the authority to issue parking tickets. They do not possess arrest power. Criminal incidents are referred to the local police who have jurisdiction over the campus. The Campus Security office maintains a highly professional working relationship with the Kansas City, Missouri police department and the Clay County Sheriff's department. All crime victims and witnesses are strongly encouraged to immediately report a crime to Campus Security and the Kansas City, Missouri Police department. Prompt reporting will assure timely warning notices on campus and timely disclosure of crime statistics.

MBTS does not sponsor any off-campus student organizations.

Relationship with Local and State Law Enforcement Agencies

Midwestern Baptist Theological Seminary Campus Operations/Security maintains a working relationship with the Kansas City, Missouri Police department (KCMOP). Campus Security occasionally works with other law enforcement agencies including the Clay County Sheriff's department. The officers communicate regularly on the scene of incidents that occur in and around the campus area. Campus Security works closely with the investigative staff at KCMOP when incidents arise that require joint investigative efforts, resources, crime related reports and exchanges of information, as deemed necessary. There is no written memorandum of understanding between MBTS and KCMOP.

Daily Crime Logs

MBTS maintains a Daily Crime log. The Log is accessible on the MBTS website at http://www.mbts.edu/downloads/_site/dailycrimelog.pdf. The log will be updated as needed with any incidences that have occurred within the last two business day. Hard copies will be maintained in the Campus Security office.

Crime Prevention and Security Awareness Programs

Midwestern Baptist Theological Seminary crime prevention program is based upon the dual concept of eliminating or minimizing opportunities for crime while encouraging students and employees to assume responsibility for their own safety and the safety of others by taking common sense precautions. The following is a listing of MBTS crime prevention programs.

Facilities and Grounds Surveys: All potential safety and security hazards observed by Campus Operations/Security or the Clay County Sheriff's officer on patrol are promptly reported to Campus Security for corrective action. The Emergency Response Team along with the Head of Campus Operations/Security will participate in any review of the safety issues and concerns of the seminary.

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Students and employees will be reminded to exercise caution and to actively practice crime prevention. Any workshops for students and employees on how to avoid rape and other crimes both on and off campus will be announced on the seminary website.

Criminals often act when opportunities to commit crimes present themselves. By taking precautions, such opportunities may be minimized.

A successful campus safety program needs the cooperation, involvement and support of students and faculty. Exercise these simple, common sense precautions.

1. Travel/park in lighted areas; travel in pairs if possible.
2. Report any suspicious persons or activities; report all incidents no matter how minor, report losses immediately.
3. Be sure to lock/secure windows and doors in your office or room; lock your vans, cars, trucks and bikes; store valuables in the trunk of your car.
4. Never loan keys to anyone. They may be lost, stolen or duplicated.
5. Mark or engrave your belongings; don't leave belongings/valuables unattended.
6. Register your bike/moped.
7. Familiarize yourself with the locations of the Campus Operations/Security Office.
8. Keep alert; be aware of your surroundings. Walk briskly.
9. Have keys ready when approaching your car, so you will be able to get into your car quickly.

REMEMBER: The person who is most responsible for your security is YOU. Always keep safety in mind.

Drug and Alcohol Prevention

It is the desire of Midwestern Baptist Theological Seminary to provide the highest quality of education as well as an environment that facilitates learning and Christian growth. All students, faculty and staff are expected to live according to the highest standards of Christian behavior. In addition, participation in certain federally-funded student aid programs requires that we establish specific policies and programs in relation to particular societal issues and/or problems. Therefore, in compliance with the Drug Free Schools and Communities Act Amendment of 1989 (Public Law 101-226), MBTS hereby adopts a drug and alcohol abuse prevention program. The complete Drug Free Schools and Communities Act policy is located on the MBTS website: <http://www.mbts.edu/downloads/site/drugalcohol.pdf>.

The possession, use and sale of illegal drugs and alcohol while on or off MBTS owned or controlled grounds is absolutely prohibited.

The unlawful possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Penalties for violations of these laws will be determined by the courts. MBTS will support all local, state and federal laws relating to drug and alcohol abuse, including referral to local authorities for prosecution.

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The use of drugs brings with it many dangers to an individual's mental and physical health. Common results of abuse are: addiction, delusions, hallucinations, toxic psychosis, depression, convulsions, loss of appetite, cirrhosis, emphysema, heart disease, various cancers, panic reactions, brain damage, bone marrow disorders, lower resistance to disease, abscesses, infections, hepatitis, proneness to accidents and death.

MBTS desires to assist any student or employee in obtaining pertinent information on drug abuse or in entering the appropriate, medically supervised treatment program. Please contact the Vice President of Student Development (students) or your supervisor (employees) for further counseling and guidance.

Violation of this policy by an employee or student will be reason for mandatory evaluation and/or treatment for a substance use disorder or for disciplinary action up to and including dismissal from school or termination of employment.

The intent of this policy is to be preventative and remedial, not punitive. If you have questions or concerns about this policy and/or your relationship to it, please see the Vice President of Student Development.

Disclosure to Alleged Victims

Midwestern Baptist Theological Seminary 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 seminary 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, MBTS will provide the details of the disciplinary hearing to the victim's next of kin, if so requested.

Sexual Assault Prevention and Response

Sexual assault is a serious campus concern and a violation of the rights and dignity of the individual and will not be tolerated on seminary property or at any Seminary-sponsored activity. The Seminary educates the student community about sexual assaults and date rape through mandatory new student orientations each semester and through the matriculation process. In addition students living on campus will be provided with the brochure "Sexual Assault" and are reminded of the Crime Prevention and Security Awareness Programs discussed earlier in this report. MBTS makes available Sexual Assault Awareness training to all MBTS students and employees on the MBTS website at <http://www.mbts.edu/consumer-information/#HealthAndSafety>. Additional literature is available through the office of Student Development.

If you are a victim of a sexual assault at this institution, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. The Seminary strongly advocates that a victim of sexual assault report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to the Kansas City, Missouri Police Department and to the Seminary through Campus Security for both students and employees. Filing a report with the Kansas City police department will not

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obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from officers. Filing a police report will:

- (1) Ensure that a victim of sexual assault receives the necessary medical treatment and tests, and
- (2) Provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later.

Seminary personnel will assist the student in notifying law enforcement authorities, if the student requests such assistance. The Seminary will make victims aware of the various counseling options available in the Kansas City area through the office of the Vice President for Student Development. The Seminary does not currently offer On-Campus or off-campus counseling, mental health or other services of its own for victims of sex offenses.

When a sexual assault victim contacts Campus Security, the Kansas City, Missouri police department will be notified as well. The victim of sexual assault may choose for the investigation to be pursued through the criminal justice system and the seminary disciplinary system or only the latter. The Vice President of Student Development or a representative from the Student Development office will guide the victim through the available options and support the victim in his or her decision. Counseling and support referral services outside the seminary can be obtained from:

Diakonos Counseling (816)-373-9240

Seminary disciplinary proceedings are detailed in the *Student Handbook* located here http://www.mbts.edu/downloads/current_students/college_catalog_12-14.pdf. In addition, the accused and the victim will each be allowed to choose one person who has had no formal legal training to accompany them throughout the disciplinary process. Both the victim and accused will be informed of the outcome of any hearing. A student found guilty of violating the seminary sexual misconduct policy could be criminally prosecuted in the state courts and may be suspended or expelled from the seminary for the first offense. Student victims have the option to change their academic and/or On-Campus living situations after an alleged sexual assault if such changes are reasonably available.

Sex Offender Registration

The Campus Sex Crimes Prevention Act (CSCPA) of 2000 is a federal law that provides for the tracking of convicted sex offenders enrolled at, or employed by, institutions of higher education. The CSCPA is an amendment to the Jacob Wetterling Crimes against Children and Sexually Violent Offender Act. The federal law requires state law enforcement agencies to provide a list of registered sex offenders who have indicated that they are enrolled, employed or carrying on a vocation at institutions of higher education of which the Seminary is one.

MBTS is required to inform the campus community that a registration list of sex offenders will be maintained and available in the Student Development office.

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The CSCPA further amends the Family Educational Rights and Privacy Act of 1974 (FERPA) to clarify that nothing in the Act can prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders.

This statement is provided in compliance with the Campus Sex Crimes Prevention Act of 2000. The Seminary is required by law to provide you with information about how to obtain the addresses of registered sex offenders in the area. This information is available by going to the Missouri Highway Patrol website at <http://www.mshp.dps.mo.gov/MSHPWeb/PatrolDivisions/CRID/SOR/SORPage.html>. The Seminary is located in Clay County, ZIP code 64118.

Emergency Notification, Response and Evacuation

It is the responsibility of the Emergency Response Team (ERT) to provide the Seminary community, without delay, emergency notification and response upon confirmation of a significant emergency or immediate life-threatening situation occurring on or adjacent to the MBTS campus.

In accordance with the Seminary's Emergency Procedures Plan, located at <http://www.mbts.edu/consumer-information/#HealthAndSafety>, the ERT will coordinate the emergency notification, response and evacuation of the campus community, as needed, in the event of an emergency. The ERT will also test the emergency response and evacuation procedures annually and publicize them throughout the community. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution. The following individuals are members of the ERT and are authorized by the President to order execution of the Emergency Notification System:

- Vice President of Administration
- Vice President of Student Development
- Head of Campus Operations/Security
- Safety/Security Officer
- Director of Human Resources
- Infrastructure System Manager
- Director of Student Life

Activation of the MBTS Alert system will occur immediately upon confirmation of a significant emergency or dangerous situation occurring on MBTS's campus involving an immediate threat to the health and safety of some or all students, faculty, and staff, so that they may take reasonable precautions for their safety. The decision to activate the system is made by any of the individuals listed above.

Since an emergency may be sudden and without warning, these procedures are designed to be flexible in order to accommodate contingencies of various types and magnitudes. The MBTS Emergency Procedures Plan addresses several types of potential emergencies with respective response and evacuation plans.

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1. MBTS has developed a call list when an emergency or dangerous situation arises. As soon as someone (employee, student, visitor, resident, etc.) becomes aware of an emergency or dangerous situation, they will first contact 911, then dial the call list at 816-678-9355. The MBTS call system will automatically call each person listed above until someone accepts the call. The person receiving the call is then responsible for confirming if a significant emergency or dangerous situation is occurring or is imminent on MBTS's campus which constitutes an immediate threat to the health and safety of students, faculty, and staff.
2. If the situation is of such a nature that the campus community needs to be informed immediately, the person who received the call will have the authority to activate the MBTS Alert system and to determine the content of the message. If the situation does not require an immediate notification, the person receiving the call will assemble the Emergency Response Team, which consists of the individuals mentioned above plus the President. The decision to activate the MBTS Alert system will be made by the most senior person of the Emergency Response Team. The Emergency Response Team will collaborate to determine the content of the message and will use some or all of the systems described below to communicate the threat to the MBTS community or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population, unless issuing a notification will, in the judgment of the Emergency Response Team, compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.
3. After reviewing the emergency situation, the Emergency Response Team will decide whether to declare an emergency and activate the MBTS Alert system.
4. The Emergency Response Team will provide regular follow-up information to the community, as needed.

MBTS Alert is a comprehensive notification system that utilizes multiple communication modes which include text messaging, voice messaging and e-mail. All students and employees will be required to sign up for the MBTS Alert system upon enrollment or hire and will be given a log in and password to update the system as needed. Members of students or employee families are allowed to also sign up to the MBTS Alert system if desired.

Testing the Emergency Response and Evacuation System

An evacuation drill and/or table top exercise is coordinated by the Emergency Response Team each semester, spring and fall, for all campus and residential facilities on campus and conducts follow-through activities designed for assessment and evaluation of emergency plans and capabilities. Students, faculty and staff learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation. MBTS does not publicize the designated location for long-term evacuations in advance because those decisions are affected by the time of day,

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location of the building being evacuated, and other factors such as the location and nature of the threat. This information will be publicized using the MBTS Alert System.

The purpose of the evacuation drills is to prepare building occupants for an organized evacuation in case of an emergency. Evacuation drills are monitored by the ERT to evaluate egress and behavioral patterns. Reports are prepared which identify deficient equipment so that repairs can be made immediately. Recommendations for improvements are also submitted to the appropriate departments/offices for consideration.

MBTS will publish a summary of its emergency response and evacuation procedures in conjunction with at least one drill or exercise each calendar year and will post the report on the seminary website under Consumer Information.

Missing Student Notification Policy

If a member of the seminary has reason to believe that a student who resides in On-Campus housing is missing, he or she should immediately notify Campus Security during the day at 816-414-3732 and after 4:30 pm and on weekends by calling 816-678-9355. Campus Security will generate a missing person report and initiate an investigation.

In addition to registering a general emergency contact, students residing in on-campus housing have the option to identify confidentially an individual to be contacted by Campus Security in the event the student is determined to be missing for more than 24 hours. If a student has identified such an individual, MBTS will notify that individual no later than 24 hours after the student is determined to be missing. A student who wishes to identify a confidential contact can do so through the Student Development office. A student's confidential contact information will be accessible only by Student Development and law enforcement in the course of the investigation.

After investigating a missing person report, should MBTS determine that the student has been missing for 24 hours; MBTS will notify the Kansas City, Missouri police department and the student's emergency contact no later than 24 hours after receiving the missing student report. If the missing student is under the age of 18 and is not an emancipated individual, MBTS will notify the student's parent or legal guardian immediately after determination has been made that the student has been missing for 24 hours.

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Fire Safety Procedures

Midwestern Baptist Theological Seminary takes fire safety seriously. Campus Operations inspects fire extinguishers periodically and twice a year an independent fire extinguisher company inspects all extinguishers in campus housing. During building and renovation, fire safety systems are upgraded as appropriate.

Students, faculty and staff should learn the fire safety features of campus buildings and take appropriate actions:

- Know where fire extinguishers are located and know how to operate them;
- Find the building exits nearest your classrooms, residential room, or office;
- Do not block access to fire extinguishers or exits;
- Report to Campus Operations/Security all extinguishers that are missing, damaged, or have been discharged, as well as any other damaged or malfunctioning fire safety equipment;
- Tampering with a smoke detector or other fire suppression resources in any manner by any resident is strictly prohibited and viewed as deliberate vandalism of seminary property. Violators will be subject to disciplinary action such as fines and/or removal from campus housing.
- In case of fire or other emergency warranting building evacuation, follow emergency procedures detailed in the Emergency Response Guide.

Evacuation Due to Fire

In every campus building, evacuation procedures are posted, and fire exits are marked. Evacuation maps are also posted.

In case of fire or other emergency warranting building evacuation:

- Set off fire alarms while evacuating building.
- Crawl or stay beneath smoke; smoke kills.
- Contact Campus Operations/Security or 9-1-1 to provide the location of the fire, **after you have vacated the building.**
- Assist handicapped individuals.
- Use a fire extinguisher, if feasible.
- DO NOT open a door if the doorknob is hot.
- If evacuation is impossible, place a wet towel at the bottom of door to prevent heat or smoke from entering room.
- Tie a wet cloth over your nose and mouth to aid breathing.
- If your clothes catch fire, STOP, DROP, and ROLL! Do not run. Instead drop to the floor and roll out the fire or use a rug, coat, or blanket to smother the flames.
- Never go back into a burning building for ANY reason.
- Tell security officers or fire fighters if you know of anyone trapped inside the building.
- Cooperate with campus authorities and follow their instructions.
- Contact Campus Operations/Security to report the incident.

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Let fire fighters and other emergency personnel do their jobs. Stay out of the way and remain in your designated evacuation area as listed here

<http://www.mbts.edu/downloads/site/buildingevacuation.pdf> and on the back of your apartment door.

Fire Safety Policies

To reduce fire hazards, the following items are not permitted in any Seminary residential facility:

- Use and storage of flammable materials/liquids, including but not limited to petroleum products and lighter fluid.
- Halogen lamps.
- Candles (excludes jar candles) and incense.
- Grills or cooking appliances on balconies, patios or within 10' of any structure.
- Smoking is prohibited in all residence halls.

Fire Drills and Education

Each semester, the Seminary conducts emergency evacuation drills which include evacuation for fire. Evacuation drills are monitored by the Head of Campus Operations/Security to evaluate egress and behavioral patterns. Reports are prepared which identify deficient equipment so that repairs can be made immediately or develop plans for future improvements as the case may be.

Each October is safety awareness month at MBTS. During the month fire safety education and training is provided to students, faculty and staff. The Seminary also makes available to all students, faculty and staff the Emergency Response Guide located on the MBTS web page under Consumer Information.

Reporting Fires

If an occupant of a building becomes aware of smoke, heat, or fire, they should evacuate the building **AND** notify 9-1-1 and advise them of the situation and location.

If a member of the Seminary community becomes aware of an emergency that because of its nature, location, occupancy, condition, or use, may cause loss, damage, or injury to persons or property by fire, explosion, or action of the elements, they should immediately contact 9-1-1 and advise them of the situation and location.

If a member of the Seminary community becomes aware of a fire that had occurred but was not reported, they should contact Campus Operations/Security.

Fires in Residential Facilities

In compliance with the Higher Education Opportunity Act of 2008, MBTS maintains statistics about fires occurring in college housing for students and a log of such fires.

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The following chart indicates fire equipment in each resident building/apartment and incidents of fires that occurred in the calendar year 2011. Thankfully, there were no fires reported in 2011 as the chart reflects.

Fire Safety Systems in MBTS Campus Housing

Building Name	Resident		Detection/Notification			Suppression			Emergency Procedures		Fire Statistics				
	Dormitory	Apartment	Smoke Detection	Horn System	Strobe System	Fire Extinguisher	Partial Sprinkler	Total Sprinkler	Posted Evacuation Plan	# Evacuation Drills/Cal Y	Fires	Cause of Fire	# of Injuries	# of Deaths	Value Property Damage
Residence Hall	X		X			X			X	0	0	N/A	0	0	0
New Housing		X	X			X			X	0	0	N/A	0	0	0
1st Loop		X	X			X			X	0	1	Cooking	0	0	0
The Hill		X	X			X			X	0	0	N/A	0	0	0
Rawlings Court		X	X			X			X	0	0	N/A	0	0	0
5203 Baptist Seminary Dr		X	X			X			X	0	0	N/A	0	0	0

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APPENDIX 1

<p>Clery Act Reportable Crimes</p> <p><u>Murder</u> The willful (Non-negligent) killing of a human being by another.</p> <p><u>Manslaughter</u> The killing of another person through gross negligence.</p> <p><u>Sex Offense (Forcible)</u> Any sexual act directed against another person without the other person's consent. (Includes attempts).</p> <ul style="list-style-type: none"> A. Sexual intercourse (penetration – however slight); B. Sodomy (penetration – however slight); C. Oral copulation (vaginal, anal); D. Rape with a foreign object (penetration vaginal or anal – however slight); E. Sexual battery (the touching of the intimate parts (sexual organ, anus, groin, or buttocks of any person, or the breast of a female) of another person for the purpose of sexual gratification. <p><u>Sex Offense (Non-forcible)</u> Any unlawful, but consensual sex act with another person (includes attempts).</p> <ul style="list-style-type: none"> F. Incest (sexual intercourse between person who are related to one another within the degrees wherein marriage is prohibited); G. Statutory rape (intercourse with a person who is under the age of consent – 18 years). <p><u>Robbery</u> The taking of personal property in the possession of another, from his/her immediate presence, and against his/her will, accomplished by means of force or fear (includes attempts).</p> <p><u>Aggravated Assault</u> An unlawful assault upon the person of another for the purpose of inflicting severe or aggravated bodily injury (includes attempts and whether or not an injury occurred).</p> <p><u>Burglary</u> Three elements must be met for an incident to be classified as burglary – unlawful entry, into a structure, for the purpose of committing a felony or theft. If those three elements are not met, the incident should not be classified as a burglary.</p> <p>It is not burglary when items are taken from open access areas, such as dining halls and libraries, and the incident must occur in a structure (four walls, a roof and a door); telephone booths, gym lockers and cubbies do not count. The offense of theft is not reportable under the Clery Act.</p> <p><u>Motor Vehicle Theft</u> The taking of a motor vehicle (as defined) without the consent of the owner with the intent to either permanently or temporarily deprive the owner of the vehicle (includes attempts).</p> <p><u>Arson</u> The willful or malicious burning or attempt to burn (w/o the intent to defraud) a dwelling, house, public building, motor vehicle or aircraft, or personal property of another (includes attempts).</p> <p><u>Drug/Narcotic Violations:</u> the unlawful possession, sale, use, transportation, cultivation,</p>	<p>manufacturing, maintaining an unlawful place. Drug/narcotic violations referred for campus disciplinary action under the Student Handbook need not be reported to the police department.</p> <p><u>Alcohol Violations:</u> the unlawful possession, sale, transportation, manufacturing, furnishing alcohol to a minor (under 21 years), or maintain an unlawful drinking place. The Clery Act does not require the reporting of public drunkenness or driving while under the influence offenses. Alcohol violations referred for campus disciplinary action under the Student Handbook need not be reported to the police department.</p> <p><u>Weapons Violation:</u> the unlawful possession or control of any firearm, deadly weapon, (including nunchucks or billy club) illegal knife or explosive device while on the property of MBTS except as required in the lawful course of business or as authorized by MBTS.</p> <p><u>Hate Crimes</u> A criminal act involving one or more of the above listed Clery Act crimes, the crimes of theft, simple assault, intimidation and vandalism, and any other crime involving bodily injury which was motivated by bias against any person or group of persons, or the property of any person or group of persons because of the ethnicity, race, national origin, religion, gender, or disability of the person or group, or bias based upon the perception that the person or group has one or more of those characteristics.</p> <ul style="list-style-type: none"> • Theft (Larceny): includes the crimes of Pocket Picking, Purse Snatching, Shoplifting, Theft from Building, Theft from Coin Operated Machine or Device, Theft from Motor Vehicle, Theft of Motor Vehicle Parts or Accessories, and All Other Larceny. • Simple Assault: an unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness. • Intimidation: to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or conduct but without displaying a weapon or subjecting the victim to a physical attack. • Vandalism: to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.
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