

2015

ANNUAL  
CAMPUS  
CRIME AND  
FIRE  
SAFETY  
REPORT

MIDWESTERN BAPTIST THEOLOGICAL SEMINARY

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KANSAS CITY, MO 64118

816-414-3700

## CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015

### Greetings!

Midwestern Baptist Theological Seminary (MBTS) is a community of students, faculty, and staff who work, live, and study on a beautiful campus in an urban setting. This annual report is written to comply with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) passed by Congress.

These reports are provided on an annual basis on October 1 each year. Since the last report, Midwestern Security has made significant improvements in the safety and security services that are provided to the MBTS community. We are very excited about these enhancements, and we hope that once you read about them in this report, our excitement will be contagious.

During the last year, Midwestern Security:

- Implemented and staffed a licensed security department
- Began converting access control systems to contactless card access security
- External door check

It is our hope that these innovations and improvements will have the desired effect in enhancing safety and security services on campus. We will certainly continue to partner, solve problems, and share information about upcoming police and community events, as well as crime trends and alerts, to maintain a high level of preparedness. We are certain that after reading this document, you will be impressed with the myriad safety and security services provided to the campus community. Please join us in these efforts by reading this report and referring to it often.

Thank you and be prepared.

*Midwestern Security*

# CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015

## Table of Contents

Policy on Reporting the Annual Disclosure of Crime Statistics.....	5
Introduction.....	6
Purpose.....	7
Reportable Crimes.....	7
To Report a Crime.....	7
Confidential Reporting.....	8
Timely Warning.....	8
Annual Disclosure of Crime Statistics.....	9
Midwestern Baptist Theological Seminary Facilities.....	11
Campus & Facility Access.....	11
Maintenance of Campus Facilities.....	12
Campus Law Enforcement Authority & Jurisdiction.....	12
Midwestern Security Personnel Training.....	12
Relationship with Local & State Law Enforcement Agencies.....	12
Daily Crime Logs.....	13
Crime Prevention & Security Awareness Programs.....	13
Drug & Alcohol Prevention.....	13
Disclosure to Alleged Victims.....	14
Midwestern Seminary’s Response to Domestic Violence, Dating Violence, Sexual Assault, & Stalking.....	15
Warning Signs of Abusive Behavior.....	18
Help Reduce Your Risk & Avoid Potential Attacks.....	19
Sexual Assault Prevention (From Rape, Abuse, and Incest National Network).....	19
Traveling Around Campus (Walking) .....	19
Seminary Procedures for Responding to Reports of Sexual Assault, Domestic Violence, Dating Violence, & Stalking.....	21
Internal Disciplinary Procedures Once An Incident Has Been Reported.....	22
Internal Disciplinary Procedures In Cases of Alleged Domestic/Dating Violence, Sexual Assault, & Stalking.....	24
Possible Sanctions/Protective Measures Midwestern May Impose Following Final Det. of Institutional Procedure.....	26

**CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015**

Sex Offender Registration.....27

Emergency Notification, Response, & Evacuation.....27

Testing the Emergency Response & Evacuation System.....29

Missing Student Notification Policy.....30

Fire Safety Procedures.....31

Evacuation Due to Fire.....31

Fire Safety Policies.....32

Fire Drills & Education.....32

Reporting Fires.....32

Fires in Residential Facilities.....32

Appendix.....34

## CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015

### Policy on Reporting the Annual Disclosure of Crime Statistics

The safety and well-being of all members of our community are of great concern to MBTS. Many departments and employees are dedicated to making the campus a safer place to live and work. A safe environment depends on the cooperation and involvement of individuals like you. We encourage all members of the MBTS community to use this report as a guide for safe practices on and off campus.

To comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act, Midwestern Security prepares this report and works with several seminary offices and public agencies – such as the office of the Dean of Students, the Housing Office, and the Kansas City Police Department – to gather the information herein. Each entity provides updated data on its educational efforts and programs. Campus crime, arrest, and referral statistics are gathered from designated campus officials (including but not limited to directors, deans, department heads, designated resident life staff, student conduct staff, advisors to students and student organizations, and local law enforcement agencies.

The seminary also has a voluntary confidential reporting system through which crimes are reported to MS, CSA, and the Dean of Students.

This publication contains information to aid in the cooperative effort of creating a safer campus. It contains specific information on safety and security, crime prevention, patrol operations and breadth of authority, policies relating to reporting crime, campus disciplinary procedures, and crime statistics for the three previous calendar years. These statistics reflect reported crimes that occurred on campus, on property owned or controlled by MBTS, and on public property that is immediately adjacent to and accessible from the campus.

This publication is posted on the MBTS website by October 1 each year. We notify all students, staff, and faculty of the website via e-mail as well as through informational postings within the campus. You can also obtain this report online at [www.mbts.edu](http://www.mbts.edu).

All current or prospective faculty, staff, and students can also obtain a paper copy by calling 816.414.3890, by visiting Human Resources or Midwestern Security on campus, or by writing to:

Midwestern Baptist Theological Seminary  
Attn: Human Resources  
5001 N. Oak Trafficway  
Kansas City, Missouri 64118

Detailed information about this Act is available from the DOE at [www.ed.gov/admins/lead/safety/campus.html](http://www.ed.gov/admins/lead/safety/campus.html).

## CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015

### Introduction

Campus security and safety are important issues in postsecondary education today. Providing students nationwide with a safe environment in which to learn and to keep 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](http://www.ed.gov/admins/lead/safety/campus.html).

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

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

The report is published by October 1<sup>st</sup> 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\\_report2015.pdf](http://www.mbts.edu/downloads/site/campus_safety_report2015.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 Midwestern Security or the Office of Human Resources.

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 1<sup>st</sup> to all faculty, staff and students through the campus web-based email system.

# CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015

## 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
- Domestic Violence
- Dating Violence
- Stalking
- 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 violation

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 incidences to:

Emergency **911**

Midwestern Security – answered 24 hours per day **816-414-3836**

Crimes may also be reported to these designated “Campus Security Authorities”:

President	<b>816-414-3701</b>
VP Administration	<b>816-414-3752</b>
Provost	<b>816-414-3700</b>
Academic Dean	<b>816-414-3801</b>
College Dean	<b>816-414-3746</b>
Women’s RA	<b>913-240-1470</b>
Men’s RA	<b>816-359-0185</b>
Director, HR	<b>816-414-3890</b>

## CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015

The *Campus Security Authority* will assist the individual reporting a crime in notifying Midwestern Security or 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 organizations. The *Campus Security Authority* will also assist the victim with changes in academic and/or campus living arrangements if desired and if available as discussed further under Sexual Assault.

Most crime reports are directed to Midwestern Security and then forwarded to the Vice President of Administration or Dean of Students for review and potential action. Midwestern will investigate a report when it is deemed appropriate.

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

Crimes should be reported to Midwestern 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 Midwestern 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.

Midwestern Security, in coordination with the 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 authorities* 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 Midwestern Security.



## CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015

Midwestern 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 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](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 Midwestern Security, designated campus officials known as "*Campus Security Authorities*" 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 2011, 2012 and 2013.

## Campus Crime Statistics - with student housing

	2011				2012				2013			
	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
<b>Criminal Offenses</b>												
Murder and Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sex Offenses</b>												
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	0	1	0	0	0	1	0	0	0	0	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
<b>Liquor Law Violations</b>												
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
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
<b>Weapons Possession</b>												
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
<b>Hate Crimes</b>												
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.

criminal charges by the prosecutor's office.

Missouri Highway Patrol

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

## CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015

### 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 Vivion Home.

MBTS public property:

- North Oak Trafficway, including sidewalks on both sides of the street, from south entrance to NE 54<sup>th</sup> Terrace;
- Vivian Road, including sidewalks on both sides of the street, from west boundary of MBTS property to the east boundary;
- NE 54<sup>th</sup> Terrace from North Oak Trafficway to the end of NE 54<sup>th</sup> 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 49<sup>th</sup> Street and continuing to end of property boundary on the north;
- 49<sup>th</sup> 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 electronic key card, if issued, or by admittance via Midwestern Security. In the case of periods of extended closing, the Seminary will admit only those with prior 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 Chief of Security, the Director of Campus Operations and the Vice President of Administration for potential alterations to items such as

## **CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015**

landscaping, locks, alarms, lighting and communication. Additionally, during the academic year, Campus Security meets as needed to discuss issues of pressing concern.

### **Maintenance of Campus Facilities**

Midwestern Campus Operations Department takes safety and security service needs as a high priority. They immediately respond to reports of inoperable doors, burned out lights, broken windows and screens, and requests from Midwestern Security to things such as trimming bushes for safety and security reasons.

Midwestern Security personnel closely monitor any security-related maintenance problems after hours until reported to and resolved by Campus Operations. We encourage community members to promptly report any security concern, including concerns about locking mechanisms, lighting, or landscaping to Midwestern Security at 816-414-3836.

### **Campus Law Enforcement Authority and Jurisdiction**

Midwestern 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 and to detain and apprehend people either committing crimes, attempting to commit crimes in their presence, or when they have probable cause to believe someone has committed a crime. They possess limited 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.

### **Midwestern Security Personnel Training**

Midwestern Security personnel are required to be licensed in Kansas City, Missouri. All licenses are on file in the Security office. Firearms certification is required of the Chief of Security and taser training for all security officers. Additional training will be provided to all security personnel, including, but not limited to: First Aid, CPR, AED training, MACE and lockdown procedure training.

### **Relationship with Local and State Law Enforcement Agencies**

Midwestern Security maintains a working relationship with the Kansas City, Missouri Police department (KCMOP). Midwestern 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. Midwestern 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 at the current time.

## CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015

### Daily Crime Logs

Midwestern maintains a Daily Crime log. The Log is accessible on the Midwestern website at [http://www.mbts.edu/downloads/\\_site/dailycrimelog.pdf](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 days. Hard copies will be maintained in the Security office.

### Crime Prevention and Security Awareness Programs

Midwestern Baptist Theological Seminary's 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.

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 Office & 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

## CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015

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) and the Drug-Free Workplace Act of 1988, Midwestern 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 Midwestern 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. Midwestern will support all local, state and federal laws relating to drug and alcohol abuse, including referral to local authorities for prosecution.

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.

Midwestern 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 Dean of Students (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 Dean of Students or your supervisor.

### **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, Midwestern will provide the details of the disciplinary hearing to the victim's next of kin, if so requested.

## CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015

### **Midwestern Seminary's Response to Domestic Violence, Dating Violence, Sexual Assault, and Stalking**

Midwestern Baptist Theological Seminary and College does not discriminate on the basis of sex in its educational programs and sexual harassment nor tolerate sexual violence, which is a type of sex discrimination. Other acts can also be forms of sex-based discrimination and are also prohibited whether gender based or not and include dating violence, domestic violence, and stalking. As a result, The Midwestern Seminary issues this statement of policy to inform the community of our comprehensive plan addressing sexual misconduct; educational programs and procedures that address sexual assault, domestic violence, dating violence, and stalking, whether the incident occurs on or off campus, and how these events are reported to a Seminary official. In this context, Midwestern Seminary prohibits the offenses of domestic violence, dating violence, sexual assault and stalking and reaffirms its commitment to maintain a campus environment emphasizing the dignity and worth of all members of the seminary community.

### **Our Commitment to Addressing Sexual Assault/Rape, Domestic Violence, Dating Violence, and Stalking.**

The Seminary does not tolerate sexual misconduct or abuse, such as sexual assault, rape, or any other forms of nonconsensual sexual activity. Sexual misconduct in any form violates the Student code of conduct and may violate federal and state laws. Violations are subject to disciplinary sanctions through the Office of the Dean of Students.

### **What is Consent?**

Consent must be informed, freely given and mutual. If coercion, intimidation, threats or physical force are used there is no consent. If a person is mentally or physically incapacitated or impaired so that such person cannot understand the fact, nature or extent of the sexual situation, there is no consent: this includes impairment or incapacitation due to alcohol or drug consumption, or being asleep or unconscious. Inducement of incapacitation of another with the intent to affect the ability of an individual to consent or refuse to consent to sexual contact almost always, if not always, negates consent. Silence does not necessarily constitute consent. Whether a person has taken advantage of a position of influence over an alleged victim may be a factor in determining consent.

### **Defining Sexual Assault/Rape, Domestic Violence, Dating Violence, and Stalking**

**Sexual Assault:** Sexual assault occurs when a person engages in sexual intercourse or deviate sexual intercourse with a complainant without the victim's Effective Consent.

**Rape:** Is penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. Rape also occurs when a person engages in sexual intercourse with a person by forcible compulsion or the threat of forcible compulsion that would prevent resistance by a person of reasonable resolution, or when a person is unconscious or where the person knows that the victim is unaware that the act is occurring.

## CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015

**Domestic Violence:** Includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person cohabitating with or has cohabitated with the victim as a spouse, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction. Abuse is defined as the occurrence of one or more of the following acts between family or household members, sexual or intimate partners or persons who share biological parenthood:

- (1) Attempting to cause or intentionally, knowingly or recklessly causing bodily injury, serious bodily injury, rape, involuntary deviate sexual intercourse, sexual assault, statutory sexual assault, aggravated indecent assault, indecent assault or incest with or without a deadly weapon.
- (2) Placing another in reasonable fear of imminent serious bodily injury.
- (3) The infliction of false imprisonment.
- (4) Physically or sexually abusing minor children.
- (5) Knowingly engaging in a course of conduct or repeatedly committing acts toward another person, including following the person, without proper authority, under circumstances which place the person in reasonable fear of bodily injury.

**Dating Violence:** Means violence committed by a person—(a) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (b) where the existence of such a relationship will be determined based on a consideration of the following factors:

- (i) The length of the relationship.
- (ii) The type of relationship.
- (iii) The frequency of interaction between the persons involved in the relationship.

**Stalking:** Means engaging in a course of conduct directed at a specific person that would cause a reasonable person to—(a) fear for his or her safety or the safety of others; or b) suffer substantial emotional distress. A person commits the crime of stalking when the person either:

- (1) Engages in a course of conduct or repeatedly commits acts toward another person, including following the person without proper authority, under circumstances which demonstrate either an intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person; or
- (2) Engages in a course of conduct or repeatedly communicates to another person under circumstances which demonstrate or communicate either an intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person.



## CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015

### **What to do if you have been the victim of sexual assault, dating violence, domestic violence or stalking**

After an incident of sexual assault, it is important to seek medical attention as soon as possible. In Missouri, evidence may be collected even if a victim chooses not to make a report to law enforcement. It is important that victims of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours so that evidence as may be necessary to the proof of criminal activity may be preserved. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease. Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to Seminary investigators or police. Although the Seminary strongly encourages all members of its community to report violations of this policy to law enforcement, it is the victim's choice whether or not to make such a report, and victims have the right to decline involvement with the police. Whether a victim reports the crime to the police, or not, if the alleged offender is a member of the Seminary community, the victim has a right to proceed to seek Seminary discipline against the offender. To criminally report an incident involving a sexual assault, domestic violence, stalking, and dating violence, contact the Kansas City Missouri Police and Midwestern Security. The Seminary will assist any victim with notifying local police if they so desire. A victim of domestic violence, dating violence, sexual assault or stalking who proceeds through the criminal process has the following rights:

- To receive information concerning available services for victims;
- To be notified of certain significant actions and proceedings pertaining to your case;
- To be accompanied at all public criminal proceeding by a victim advocate, family member or another person;
- In cases involving personal injury crimes, burglary, and crimes relating to driving under the influence which involved bodily injury, the victim may offer prior comment on the potential reduction or dropping of any charge or changing of a plea;
- To offer prior comment on the sentencing of a defendant to include the submission of a written and/or oral victim impact statement;
- To be restored, to the extent possible, to the pre-crime economic status through restitution, compensation, and the return of property;

If personal injury results from the incident, and the offender is sentenced to a state correctional facility, the victim has the opportunity to provide prior comment on and to receive state post sentencing release decisions (work release, parole, pardon, or community treatment center placement) and to be provided immediate notice of escape of the offender;

If personal injury occurs from the incident and the offender is sentenced to a local correctional facility, the victim has the right to receive notice of release of the offender (including work

## **CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015**

release, furlough, parole, community treatment center placement) and to be provided with immediate notice of the escape of the offender;

Where the offender is subject to a Protection from Abuse order and is committed to a local correctional facility for a violation of the order or for a personal injury crime against a victim protected by the order, the victim has the right to receive immediate notice of the release of the offender on bail;

When an offender is committed to a mental health facility from a state correctional institution, the victim has the right to notice of the discharge, transfer, or escape of the offender from the mental health facility; and

The victim has the right to have assistance in the preparation of, submission of and follow-up on financial assistance claims to the Crime Victim's Compensation Program. Moreover, to the extent of the victim's cooperation and consent, Seminary offices, will work cooperatively to ensure that the complainant's health, physical safety, work and academic status are protected, pending the outcome of a formal Seminary investigation of the complaint. For example, if reasonably available, a complainant may be offered changes to academic, living, or working situations in addition to counseling, health services and assistance in notifying appropriate local law enforcement. Additionally, in most cases and consistent with other federal law, personal identifiable information about the victim will be treated as confidential and only shared with persons with a specific need to know who are investigating/adjudicating the complaint or delivering resources or support services to the complainant. The Seminary does not publish the name of crime victims nor house identifiable information regarding victims in the campus security departments Daily Crime Log.

### **Risk reduction, warning signs of abusive behavior and future attacks**

No victim is EVER to blame for being assaulted or abused. Unfortunately, studies show that a person who is the victim of sexual or dating violence is more likely to be re-victimized. Below are some tips to help reduce your risk, to recognize warnings signs of abusive behavior and how to reduce the risk of a potential attack.

### **Warning Signs of Abusive Behavior**

Domestic and dating abuse often escalates from threats and verbal abuse to violence. And, while physical injury may be the most obvious danger, the emotional and psychological consequences of domestic and dating violence are also severe. Warning signs of dating and domestic violence include:

1. Being afraid of your partner
2. Constantly watching what you say to avoid a "blow up."
3. Feelings of low self-worth and helplessness about your relationship.
4. Feeling isolated from family or friends because of your relationship.
5. Hiding bruises or other injuries from family or friends.

## **CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015**

6. Being prevented from working, studying, going home, and/or using technology (including your cell phone.)
7. Being monitored by your partner at home, work or school.
8. Being forced to do things you don't want to do.

### **Help Reduce Your Risk and Avoid Potential Attacks**

If you are being abused or suspect that someone you know is being abused, speak up or intervene.

1. Get help by contacting 816.531.0233 for support services
2. Learn how to look for “red flags” in relationships so you can learn to avoid some of those characteristics in future partners
3. Consider making a report with Campus Security and/or the Title IX Coordinator and ask for a “no contact” directive from the Seminary to prevent future contact
4. Consider getting a protection from abuse order or no contact order from a local judge or magisterial justice
5. Learn more about what behaviors constitute dating and domestic violence, understand it is not your fault, and talk with friends and family members about ways you can be supported
6. Trust your instincts—if something doesn't feel right in a relationship, speak up or end it

### **Sexual Assault Prevention (From Rape, Abuse and Incest National Network)**

- Be aware of rape drugs
- Try not to leave your drink unattended
- Only drink from un-opened containers or from drinks you have watched being made and poured
- Avoid group drinks like punch bowls
- Cover your drink. It is easy to slip in a small pill even while you are holding your drink. Hold a cup with your hand over the top, or choose drinks that are contained in a bottle and keep your thumb over the nozzle
- If you feel extremely tired or drunk for no apparent reason, you may have been drugged. Find your friends and ask them to leave with you as soon as possible
- If you suspect you have been drugged, go to a hospital and ask to be tested
- Try to come and leave with a group of people you trust
- Avoid giving out your personal information (phone number, where you live, etc.). If someone asks for your number, take his/ her number instead of giving out yours

### **Traveling around campus (walking)**

- Make sure your cell phone is easily accessible and fully charged
- Be aware of open buildings where you can use a phone
- Take major, public paths rather than less populated shortcuts
- Avoid dimly lit places and talk to security if you believe that lights need to be installed in an area
- Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone

## **CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015**

- Walking back from the library very late at night is sometimes unavoidable, so try to walk with a friend
- Carry a noisemaker (like a whistle) on your keychain
- Carry a small flashlight on your keychain
- If walking feels unsafe, call campus security

## CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015

### **Seminary Procedures for Responding to Reports of Sexual Assault, Domestic Violence, Dating Violence, and Stalking**

You have other options in addition to, or in the alternative to, contacting Midwestern Security regarding sexual assault, domestic violence, dating violence, and stalking. Concerns about conduct by a student or student group that may violate this Policy may also be reported to:

Dr. Robin Hadaway, Dean of Students and Deputy Title IX Coordinator  
Phone: 816-414-3778  
Email: [rhadaway@mbts.edu](mailto:rhadaway@mbts.edu)

Concerns about conduct by an employee or third-party that may violate this Policy may also be reported to the Title IX Coordinator at:

Gary Crutcher, Director, Human Resources  
Title IX Coordinator  
Phone: 816-414-3890  
Email: [gcrutcher@mbts.edu](mailto:gcrutcher@mbts.edu)

#### Resources:

- ▶ **Security**– (<https://sp2.mbts.edu/Security/layouts/15/start.aspx#/SitePages/Home.aspx>) – 816-414-3836
- ▶ **Residence Life** – support and referrals-816-414-3735
- ▶ **Dean of Students** – support, referrals, and resolution of complaints-816-414-7778
- ▶ **Rape, Abuse, & Incest National Network**-[www.rainn.org](http://www.rainn.org)

If a victim of a sexual assault or relationship violence incident requests a change in her or his living arrangements or academic schedule, the Dean of Students Office and other offices at the Seminary will assist the individual with making these changes, as long as they are reasonably available.

#### **The following information provides steps to follow should a sexual assault occur:**

- 1. Get to a safe place as soon as possible!**
- 2. Try to preserve all physical evidence – the victim should not bathe, shower, brush teeth, douche, use the toilet, or change clothing until s(he) has a medical exam. Contact a close friend or relative, if available, who can provide support and accompany the victim to the medical exam and/or police department**
- 3. Get medical attention as soon as possible – an exam may reveal the presence of physical injury that the victim is unaware of. Following a sexual assault, antibiotics are typically given at the time of the exam to help prevent the victim from acquiring certain sexually transmitted diseases. If the victim reports memory loss, loss of consciousness or other circumstances suspicious for a drug-facilitated assault, a urine test may be done if the victim presents within 96 hours. Some of the commonly**

## CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015

used “date rape” drugs, however, are only detectable in the urine for six to eight hours after ingestion.

4. **Contact the police – Sexual assault is a crime, it is vital to report it. It is important to remember that reporting a crime is not the same as prosecuting the crime. The decision to prosecute may be made at another time. Final decision to prosecute is determined by the District attorney.**
5. **Consider talking to a counselor – Seeing a counselor may be important in helping the victim understand her/his feelings and begin the process of recovery.**

### **Internal Disciplinary Procedures that will be followed once an incident of Domestic Violence, Dating Violence, Sexual Assault, or Stalking has been reported**

Sexual misconduct and relationship violence, in any form, violates the Student Code of Conduct, and may violate federal and state laws. Violations of this policy are also subject to disciplinary sanctions through the Office of Dean of Students and/or the Office of Human Resources. Reports or complaints alleging sexual assault, domestic violence, dating violence, and stalking are processed on the basis of the status of the alleged perpetrator (respondent). Reports or complaints against any Seminary employee (faculty, staff, administrator or executive) will be processed by the Human Resources Office. Reports or complaints alleging discrimination or harassment of any member of the Seminary community by individuals who are not members of the Seminary community (e.g., third party vendors, contractors, and guests) will also be processed by the Human Resources Office. Reports or complaints alleging discrimination or harassment by a student will be processed by the Office of Dean of Students. Confidential reports can be made through Midwestern Security. The Dean of Students has been designated as a Deputy Title IX Officer for the Seminary. As such, all incidents involving an alleged violation of Title IX involving students should be forwarded to the Dean of Students for review. When received by the Dean, the information will be reviewed and the level of investigation, accommodation, and/or remedial measures already implemented as well as the potential need for a timely warning will be assessed. The Dean will also ensure that accommodations, resources, rights, and options are addressed with the complainant. At any time, when a complainant expresses an interest in exploring options within the Office of Dean of Students, the process will begin with communication with the Complainant.

Possible outcomes of this initial discussion include the following:

1. The incident is documented, but no further action is determined to be necessary by the Dean of Students. Appropriate accommodation to the complainant and appropriate remedial measures will still be applied; or
2. Complainant wishes for the Seminary to proceed with an initial investigation to include contact with the respondent. The complainant will be eligible for appropriate accommodations, and appropriate remedial measures will be applied. The complainant will also be informed that if at any point in the future the complainant wishes for formal action, the complainant can request it at that time. A timeline for next steps will be reviewed, and when appropriate, additional meetings scheduled; or

## CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015

3. The complainant requests that the Seminary proceed with the formal Seminary discipline process. The complainant will be eligible for appropriate accommodations, and appropriate remedial measures will be considered. Additional information necessary to proceed with the formal process will be obtained. A timeline for next steps will be reviewed and when appropriate, additional meetings scheduled.

In any of the three outcomes listed above, appropriate documentation will be completed for submission to the Title IX Coordinator. There may be cases in which the information provided requires that action be taken (including initiating informal or formal action), irrespective of the desires of the complainant and in such cases, the Seminary will take that action. In those cases, every effort will be made to explain to the complainant the rationale for moving forward and the relevant procedures and timelines, and to keep them abreast of the process. At no time, however, will the complainant be compelled to participate in the process.

### **Initial Investigation**

When an initial investigation is pursued, the Dean of Students will contact the respondent to schedule a meeting. In that meeting, the following will be reviewed:

1. rights of the respondent,
2. the allegations,
3. the respondent's perspective on the allegations,
4. actions requested by the complainant, if any, and
5. actions recommended by the Seminary. If, following the discussion, the respondent agrees to honor the complainant's and Seminary's requests, and the Seminary believes that the complainant's requests are reasonable and appropriate, steps will be taken to complete those actions in a prompt and timely manner. Examples of such actions include, but are not limited to, counseling for the respondent, commitment to change/end the behavior, restricted activity, schedule modification, and educational intervention. The complainant will be notified of the respondent's agreement and appropriate documentation will be completed for submission to the Title IX Coordinator. No reportable disciplinary record is created. However, the information will remain on file should future concerns be reported.

When the respondent is not willing to honor the requests of the complainant or the Seminary, a follow-up meeting will be held with the complainant to determine next steps. Although selecting the initial investigation initially, the complainant may wish to modify the request to a formal process.

## **CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015**

### **Internal Disciplinary Procedures for institutional disciplinary action in cases of alleged Domestic Violence, Dating Violence, Sexual Assault and Stalking**

#### **Formal Student Conduct Process**

When cases involving domestic violence, dating violence, sexual assault, or stalking are reported and a formal conduct process is initiated, the Seminary will provide a prompt, fair, and impartial investigation and resolution.

Reports will be investigated (if applicable) and managed by staff members who have been trained annually on issues related to domestic violence, dating violence, sexual assault, stalking, and victimization, and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.

If it is determined that it is appropriate and necessary, a formal investigation process prior to the determination of charges and sanctions will occur. When a formal investigation process is initiated, the assigned investigator will attempt to interview all parties who have substantive information to share about the allegations and will attempt to gather all available documentation. An investigative packet containing the information received and collected will be compiled.

If, after factual investigation, charges are assigned and the respondent accepts responsibility, both the respondent and complainant (hereafter "party") have the opportunity to request a sanction review.

If the respondent contests the charges (i.e., denies responsibility for one or more of the assigned charges), the matter will be forwarded to a hearing. The standard of evidence in a hearing is a more likely than not, a preponderance standard. In other words, the determination is whether it is more likely than not that a violation occurred.

In a hearing, both parties may question all witnesses. Questions may also be posed by each party to the other; however, questioning of the other party will be permitted only through the Hearing Chair

The respondent and complainant may each be assisted by an advisor. "Advisor" is defined as any person selected by the respondent or complainant to assist and accompany them through the Seminary conduct process. Parties may choose a trained advisor, choose a nontrained advisor, or may choose to proceed without an advisor. A party shall not select an advisor with the actual or effective purpose of disrupting the proceedings, causing emotional distress to the other party, or otherwise attempting to disrupt the process. The advisor, upon request of either party, may (1) accompany the party in any disciplinary proceeding, (2) advise the party in the preparation and presentation of sharing of information, and (3) advise the party in the preparation of any appeals or sanction reviews. The advisor shall not perform any function in the process other than advising the party and may not make a presentation or represent the party. The parties are expected to ask and respond to questions on their own behalf, without representation by their advisor. The advisor may consult with their advisee quietly or in writing,



## **CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015**

or outside during breaks, but may not speak on behalf of the advisee. Delays in the conduct process will not normally be allowed due to scheduling conflicts with advisors.

Each party will be allowed to submit a statement of facts prior to the hearing that will be added to the hearing packet.

Each party will also be allowed to submit an impact statement that will be reviewed should the respondent be found responsible for violating the Code. Both the respondent and the complainant will be notified simultaneously of the hearing outcome once the written outcome has been submitted by the hearing chair.

If suspension or expulsion is either assigned or was within range for the charges, both the complainant and the respondent will have the opportunity to file an appeal.

At the conclusion of any appeal process, both the complainant and the respondent will be notified simultaneously, in writing, of the outcome of the process.

### **Staff/Faculty Process**

The Director of Human Resources, or a designee, will be responsible for investigating reports of sexual assault, domestic violence, dating violence, and stalking, and making factual findings, applying a preponderance of the evidence standard, with respect to whether a policy violation occurred. Following the fact finding and investigative process, Human Resources will prepare a written report with findings and remedial recommendations. The investigation will be complete within 60 days, and the report of findings will be simultaneously provided to the accused and the accuser, and, in appropriate circumstances, may be provided to the immediate supervisor of the accused. Along with the report of findings, both parties will be provided the opportunity to attend or participate in a disciplinary meeting which will occur after the investigative report is finalized. Both the accused and the accuser have the right to have an advisor of their choice present at this disciplinary meeting. The meeting will be conducted by an official(s) who receives annual training in investigation of dating violence, sexual assault, and stalking. Following the disciplinary meeting, both the accused and the accuser will receive simultaneous notice of the final disciplinary sanctions. Both the accused and the accuser may appeal the final disciplinary sanctions. At the conclusion of any appeal process, both the accused and the accuser will be notified simultaneously, in writing, of the outcome of the appeal and sanctions.

### **Burden of Proof**

As noted, the standard of evidence for determining whether a violation occurred, specifically when investigating alleged domestic violence, dating violence, sexual assault, and stalking, is "preponderance of evidence."

## **CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015**

### **Possible sanctions or protective measures Midwestern Seminary may impose following a final determination of an institutional procedure**

Following a final determination of an institutional procedure regarding domestic violence, dating violence, sexual assault or stalking, the Seminary may impose the following sanctions or protective measures:

#### **Students**

- Sanctions up to and including expulsion from the Seminary
- Administrative Directives for No Contact: (Students may request a Directive for No Contact through the Dean of Students or the Director of Residence Life)
- Restriction from portions of campus
- Change in housing assignment
- Change in course assignment
- Mandated Psychological Evaluation and/or Counseling
- Mandated Education

#### **Faculty/Staff**

- Employee termination from the Seminary
- Unpaid suspension
- Restrictions from all or portions of campus
- Change in working facility
- Mandated education
- Written reprimand in personnel file
- Removal from classroom teaching
- Withhold salary increase (from one to several years)
- Removal of endowed chair
- Removal of emeritus status
- Removal of graduate school status
- Removal from administrative position

#### **Protecting the confidentiality of victims**

The Dean of Students, Human Resources and Security personnel have been trained in confidentiality of student records and the provisions of the Family Educational Rights to Privacy Act. Personal identifiable information about the victim will be treated as confidential and only shared with persons with a specific need to know who are investigating/adjudicating the complaint or delivering resources or support services to the complainant. The Seminary does not publish the name of crime victims nor house identifiable information regarding victims in the campus security department Daily Crime Log.

#### **Education and Prevention Programs**

The Seminary engages in comprehensive educational programming to prevent domestic violence, dating violence, sexual assault and stalking. Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for the campus community that:

## CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015

1. Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct;
2. Defines what behavior constitutes domestic violence, dating violence, sexual assault, and stalking;
3. Defines what behavior and actions constitute consent to sexual activity;
4. Provides safe and positive options for bystander intervention that may be carried out by an individual to prevent harm or intervene when there is a risk of domestic violence, dating violence, sexual assault, or stalking against a person other than the bystander;
5. Provides information on risk reduction so that students and employees may recognize warning signs of abusive behavior and how to minimize the risk of potential attacks;
6. Provides an overview of information contained in the Annual Security Report in compliance with the Clery Act.

### **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.

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

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 Vice President of Administration or the Chief of Security 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 Action Plan, located at <http://www.mbts.edu/consumer-information/#HealthAndSafety>, the Vice President of

## CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015

Administration or the Chief of Security will coordinate the emergency notification, response and evacuation of the campus community, as needed, in the event of an emergency. Midwestern 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.

Activation of the emergency notification system (MBTS Alert) system will occur immediately upon confirmation of a significant emergency or dangerous situation occurring on Midwestern'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 the Chief of Security or the Vice President of Administration.

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 Midwestern Emergency Action Plan addresses several types of potential emergencies with respective response and evacuation plans.

1. As soon as someone (employee, student, visitor, resident, etc.) becomes aware of an emergency or dangerous situation, they will first contact 911, then contact Midwestern Security at 816-414-3836. The Chief of Security or his designee 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 Chief of Security or his designee 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 Chief of Security will consult with the President, Vice President of Administration and the Human Resources Director. After consultation this group will decide whether to activate the MBTS Alert system. The content of the message will be determined and some or all of the systems described below will be used 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 Chief of Security, compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.
3. After reviewing the emergency situation, the Chief of Security will decide whether to declare an emergency and activate the MBTS Alert system.
4. Regular follow-up information will be provided to the community, as needed.

## **CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015**

In the event of a serious incident that poses an immediate threat to members of the MBTS community, as determined by the Chief of Security or his designee, the Seminary uses the MBTS Alert system for communicating information quickly.

- The MBTS Alert system will send emails to all faculty, staff, student and family members who have an MBTS email account. Students should take responsibility for regularly checking their email. In order to receive campus wide email announcements, students, faculty and staff must have an email account, which may be obtained from the Information Technology department.
- The MBTS Alert system will simultaneously send a message via text and phone call to all cell phone users who register for the service. In addition to emergency communications, text messages will be used to announce school closings and delays for inclement weather.
- The MBTS Alert system will also send simultaneously to emails and texts a phone message to faculty and employees office phones.

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 Midwestern Security 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, 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 Midwestern Security 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.

Midwestern 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.

## **CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015**

### **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 Midwestern Security at 816-414-3836. Midwestern 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 Midwestern 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 Security office. A student's confidential contact information will be accessible only by Midwestern Security and law enforcement in the course of the investigation.

After investigating a missing person report, should Midwestern determine that the student has been missing for 24 hours, Midwestern 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.

## CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015

### 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.

## CAMPUS SECURITY AND FIRE SAFETY REPORT - 2015

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 Midwestern Security to evaluate egress and behavioral patterns. Reports are prepared which identify deficient equipment so that repairs can be made immediately or plans made for future improvements, whichever the case may be.

Each October is safety awareness month at Midwestern. 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 Midwestern 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 Midwestern Security.

### Fires in Residential Facilities

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

The following chart indicates fire equipment in each resident building/apartment and incidents of fires that occurred in the calendar year 2013. Thankfully, there were no fires reported in 2013 as the chart reflects.



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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 Yr	Fires	Cause of Fire	# of Injuries	# of Deaths	Value Property Damage
Residence Hall	X		X	X	X	X			X	0	0	N/A	0	0	0
New Housing		X	X						X	0	0	N/A	0	0	0
1st Loop		X	X			X			X	0	0	N/A	0	0	0
The Hill		X	X			X			X	0	0	N/A	0	0	0
Rawlings Court		X	X	X	X	X		X	X	0	0	N/A	0	0	0

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## APPENDIX 1

<p><b>Clery Act Reportable Crimes</b></p> <p><b><u>Murder</u></b> The willful (Non-negligent) killing of a human being by another.</p> <p><b><u>Manslaughter</u></b> The killing of another person through gross negligence.</p> <p><b><u>Sex Offense (Forcible)</u></b> Any sexual act directed against another person without the other person's consent. (Includes attempts).</p> <p style="margin-left: 20px;">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> <p><b><u>Sex Offense (Non-forcible)</u></b> Any unlawful, but consensual sex act with another person (includes attempts).</p> <p style="margin-left: 20px;">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> <p><b><u>Domestic Violence</u></b> Includes asserted violent misdemeanor and felony offenses committed by the victim's current or former spouse, current or former cohabitant, person similarly situated under domestic or family violence law, or anyone else protected under domestic or family violence law.</p> <p><b><u>Dating Violence</u></b> Means violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was such a relationship will be gauged by its length, type, and frequency of interaction.</p> <p><b><u>Stalking</u></b> Means a course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or others' safety, or to suffer substantial emotional distress.</p> <p><b><u>Robbery</u></b> 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><b><u>Aggravated Assault</u></b> 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><b><u>Burglary</u></b> 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><b><u>Motor Vehicle Theft</u></b> 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><b><u>Arson</u></b> 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><b><u>Drug/Narcotic Violations:</u></b> The unlawful possession, sale, use, transportation, cultivation, 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><b><u>Alcohol Violations:</u></b> The unlawful possession, sale, transportation, manufacturing, furnishing alcohol to a minor (under 21 years), or maintain an unlawful drinking place. The Clery Act <b>does not require the reporting of public drunkenness or driving while under the influence offenses.</b> Alcohol violations referred for campus disciplinary action under the Student Handbook need not be reported to the police department.</p> <p><b><u>Weapons Violation:</u></b> the unlawful possession or control of any firearm, deadly weapon, (including nun chucks 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><b><u>Hate Crimes</u></b> 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"> <li>• 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.</li> <li>• 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.</li> <li>• 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.</li> <li>• 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.</li> </ul>
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