



ANNUAL SECURITY AND  
FIRE SAFETY REPORT  
**2017**



# MISSOURI VALLEY COLLEGE

## 2017 COMBINED ANNUAL SECURITY REPORT & FIRE SAFETY REPORT

### **Introduction**

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

### **Policy for Preparing the Annual Report**

This report is prepared by the Vice President of Student Affairs in cooperation with local law enforcement authorities and includes information provided by them as well as by the College's campus security authorities and various other elements of the College. Each year an e-mail notification is made to all enrolled students and employees that provides the website link to access this report. Prospective students and employees are also notified of the report's availability. Hard copies of the report may also be obtained at no cost by contacting Malcolm Center for Student Life, 1449 S Conway St., Marshall MO, 65340.

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

The statements of policy, procedure and programming found in this report apply to both the MVC-Main Campus and the MVC-School of Nursing Campus, unless otherwise noted. The MVC-School of Nursing campus does not have on-campus student housing facilities and, therefore, the missing student procedures and fire safety information provided later in this report are inapplicable to this campus.

### **General Safety and Security Policies**

#### **Policies Concerning the Law Enforcement Authority of Campus Security Personnel**

The Missouri Valley College Department of Public Safety ("DPS") is responsible for campus safety at the College. Its personnel have arrest authority.

All DPS Officers are sworn police officers with law enforcement and arrest authority, commissioned through the Marshall Police Department ("MPD") or Saline County Sheriff's Department ("SCSD"). All DPS Officers complete regular training as mandated by the Missouri Department of Public Safety's Peace Officer Standards and Training Program. The exercise of DPS Officers authority is described in a "Memorandum of Understanding" between MPD and DPS. Generally, lesser crimes or those involving

violations of Student Code of Conduct are handled by DPS, with more serious offenses handled by MPD with DPS assistance. The policing jurisdiction of the DPS extends to property owned or operated by MVC including the School of Nursing, and the MVC Health Science Building, streets adjacent to the main campus the School of Nursing and the Health Science Building.

DPS enjoys an especially close working relationship with the MPD, and excellent relationships with SCSD and the Missouri State Highway Patrol. The response time for mutual aid averages less than two minutes for emergency calls.

All crimes occurring on campus, on non-campus property owned by the College or on nearby public property should be reported immediately to the Director of Public Safety. The number to contact is 660-631-2740.

An officer is available anytime classes are in session. When no one is in the office, the phone automatically rolls to a cell phone carried by an on-duty officer on campus. If no contact can be made with the on-duty officer, people may call 660-815-2748.

In an emergency, it is also appropriate to contact local law enforcement by calling 911. If calling from a cell phone, it is important to also give the location of the emergency.

### **Other Officials to Whom Crimes May Be Reported**

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

- Director of Housing and Residence Life at Email: [Swiftc@moval.edu](mailto:Swiftc@moval.edu) or by phone at 660-815-2748
- Res Life On Duty Phone at 660-815-5281
- Vice President of Student Affairs at Email: [morganh@moval.edu](mailto:morganh@moval.edu) or by phone at 660-631-2742
- Dean of the School of Nursing at Email: [vandykep@moval.edu](mailto:vandykep@moval.edu) or by phone at 660-831-4053

### **Policies on Reporting a Crime or Emergency**

The College encourages accurate and prompt reporting of all criminal actions, accidents, injuries, or other emergencies occurring on campus, on other property owned by the College, or on nearby public property to the appropriate administrator and appropriate police agencies. Such a report is encouraged even when the victim of a crime elects not to make a report or is unable to do so. Such reports should be made as follows:

- Persons who believe a crime has been committed should promptly report the suspected crime to law enforcement authorities. Crimes reports can be made at any time. The Department of Public Safety and all local law enforcement agencies are available 24 hours a day, seven days a week. When on-campus, these crimes should be reported to the Department of Public Safety at (660) 815-0111 or dial 911. When off-campus and within the City of Marshall, these crimes should be reported to the Marshall Police Department at (660) 886-7411 or dial 911. In addition to contacting law enforcement, you may also contact one of the campus security authorities mentioned in the prior section of this report.

- DPS also provides an anonymous reporting option for victims of crimes who do not wish to be identified. Victims of crimes who wish to remain anonymous may obtain these forms via the MVC web site by [http://moval.edu/student\\_affairs/index.php](http://moval.edu/student_affairs/index.php) and clicking on “File a Report”.

Reasons to call for assistance:

- You see someone committing a crime.
- You need to report an old crime.
- Someone is injured or ill.
- You see fire or smell smoke.
- You see anyone or anything suspicious.
- You think someone is a danger to themselves or others.
- You have knowledge of a chemical spill.

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

### **Confidential Reporting**

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

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

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

### **Timely Warning**

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

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

<b>Method</b>	<b>Sign-Up Instructions</b>
MVC Email	Students are given a college email when they are accepted to Missouri Valley College.
MVC Text Messaging	Students are automatically signed up to receive emergency notifications through the cell phone numbers provided in their emergency contacts.

Updates to the warnings will be provided as appropriate.

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

- Department of Public Safety, Phone 660-831-4228 or email [publicsafety@moval.edu](mailto:publicsafety@moval.edu)
- The Office of Housing & Residence Life, Phone 660-831-4652 or email at [housing@moval.edu](mailto:housing@moval.edu)
- Student Affairs Office, Phone 660-831-4086 or email [studentaffairs@moval.edu](mailto:studentaffairs@moval.edu)
- Office of the Vice President of Student Affairs, Phone 660-831-4086 or email [morganh@moval.edu](mailto:morganh@moval.edu)

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

### **Security of and Access to Campus Facilities**

All academic buildings are secured during the evenings and weekends. Access to the buildings is only allowed for faculty/staff members and students who are accompanied by faculty/staff members. The residence halls are locked 24 hours a day. DPS officers perform random “walk-throughs” in residence halls from 8:00 p.m. until 4:00 a.m. each night. The officers also perform vehicle patrols of parking lots and surrounding areas.

Students and employees are asked to be alert and to not circumvent practices and procedures that are meant to preserve their safety and that of others:

- Do not prop doors open or allow strangers into campus buildings that have been secured
- Do not lend keys or access cards to non-students and do not leave them unattended
- Do not give access codes to anyone who does not belong to the campus community

Keys to the offices, laboratories, and classrooms on campus will be issued to employees only as needed and after receiving the proper authorization. Each department supervisor is responsible for assuring his/her area is secured and locked.

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

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

## **Security Considerations in the Maintenance of Facilities**

Security also is a consideration in maintaining campus facilities. The Maintenance and Housekeeping Department provides building maintenance, custodial services, grounds work, and utility systems for MVC and its property. College community members are encouraged to report maintenance problems, including lighting and elevator concerns, to the Maintenance and Housekeeping Department. Maintenance and Housekeeping staff, in conjunction with DPS and the Division of Students Affairs, routinely inspect building door locking mechanisms, windows, and fire alarm systems. Burned out lights, broken doors, windows, and malfunctioning alarm systems are repaired as quickly as possible. MVC community members are urged to report security and maintenance issues the Maintenance and Housekeeping Department.

## **Educational Programs Related to Security Awareness and Prevention of Criminal Activity**

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

Crime prevention programs are presented each semester by Student Affairs and Residential Life. In addition, periodically e-mail blasts are sent out to students and employees with crime prevention and other safety tips.

The College also provides information at the beginning of each academic term for students and employees regarding the College's security procedures and practices. This information is in the form of posters and other displays. Among other things, it advises students and employees of the importance of reporting criminal activity, to whom crimes should be reported, being responsible for their own safety and the safety of others and practices regarding timely warnings and emergency notifications.

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

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

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

## **Drug and Alcohol Policy**

The College is committed to creating and maintaining an environment that is free of alcohol abuse. The College prohibits the possession, use, and sale of alcohol beverage on campus or as any part of the College's activities, unless it is done so at the discretion of the President's expressed permission and it also enforces the state's underage drinking laws.

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

### **Drug and Alcohol Abuse Prevention Program**

The College has a drug and alcohol abuse and prevention program and conducts a biennial review of this program to evaluate its effectiveness. For more information, see below.

- Missouri Valley College Alcohol Policy and Drug Policies can be found on page 29 of the Student Handbook: [http://moval.edu/student\\_affairs/documents/StudentHandbook2017-18.pdf](http://moval.edu/student_affairs/documents/StudentHandbook2017-18.pdf)
- The faculty staff Alcohol and Drug Policies can be found in either the Staff Handbook or Faculty Handbook: To find those policies, one may request the Human Resources by phone at 660-631-4227.

Missouri Valley College offers a drug and alcohol presentation through EverFi's Campus Clarity computer program that is mandatory for all college students. The College also offers speakers and other programming related to drug and alcohol education such as Hypnotic Intoxication and Cindy Ethridge's Midwest Victim Impact Program.

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

Consistent with the requirements of Title IX of the Education Amendments of 1972, the Clery Act, and the Violence Against Women Act ("VAWA"), the College prohibits discrimination based on sex in its educational programs and activities, including sexual harassment, and acts of domestic violence, dating violence, sexual violence (including sexual assault) and stalking. The College also prohibits any retaliation, intimidation, threats, coercion or any other discrimination against any individuals exercising their rights or responsibilities pursuant to these laws and institutional policy. The College's ADHV Title IX Policy is used to address complaints of this nature. This policy and the procedures for filing, investigating and resolving complaints for violations of this policy may be found at: ADHV Title IX Policy ([http://www.moval.edu/files/ADHV\\_TitleIXPolicy.pdf](http://www.moval.edu/files/ADHV_TitleIXPolicy.pdf)).

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

#### **Primary Prevention and Awareness Program:**

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

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



Crime Type (Missouri Revised Statues)	Definitions
	<ul style="list-style-type: none"> <li>• With criminal negligence the person causes physical injury to such domestic victim by means of a deadly weapon or dangerous instrument;</li> <li>• The person purposely places such domestic victim in apprehension of immediate physical injury by any means;</li> <li>• The person recklessly engages in conduct which creates a substantial risk of death or serious physical injury to such domestic victim;</li> <li>• The person knowingly causes physical contact with such domestic victim knowing he or she will regard the contact as offensive; or</li> <li>• The person knowingly attempts to cause or causes the isolation of such domestic victim by unreasonably and substantially restricting or limiting his or her access to other persons, telecommunication devices or transportation for the purpose of isolation.</li> </ul>
Stalking (Mo. Rev. Stat. §§ 565.225 and 565.227)	<ol style="list-style-type: none"> <li>1. As used below, the term "disturbs" shall mean to engage in a course of conduct directed at a specific person that serves no legitimate purpose and that would cause a reasonable person under the circumstances to be frightened, intimidated, or emotionally distressed.</li> <li>2. A person commits the offense of stalking in the first degree if he or she purposely, through his or her course of conduct, disturbs or follows with the intent of disturbing another person and: <ul style="list-style-type: none"> <li>• Makes a threat communicated with the intent to cause the person who is the target of the threat to reasonably fear for his or her safety, the safety of his or her family or household member, or the safety of domestic animals or livestock as defined in section 276.606 kept at such person's residence or on such person's property. The threat shall be against the life of, or a threat to cause physical injury to, or the kidnapping of the person, the person's family or household members, or the person's domestic animals or livestock as defined in section 276.606 kept at such person's residence or on such person's property; or</li> <li>• At least one of the acts constituting the course of conduct is in violation of an order of protection and the person has received actual notice of such order; or</li> <li>• At least one of the actions constituting the course of conduct is in violation of a condition of probation, parole, pretrial release, or release on bond pending appeal; or</li> <li>• At any time during the course of conduct, the other person is seventeen years of age or younger and the person disturbing the other person is twenty-one years of age or older; or</li> <li>• He or she has previously been found guilty of domestic assault, violation of an</li> </ul> </li> </ol>

Crime Type (Missouri Revised Statues)	Definitions
	<p>order of protection, or any other crime where the other person was the victim; or</p> <ul style="list-style-type: none"> <li>• At any time during the course of conduct, the other person is a participant of the address confidentiality program under sections 589.660 to 589.681, and the person disturbing the other person knowingly accesses or attempts to access the address of the other person.</li> <li>• A person commits the offense of stalking in the second degree if he or she purposely, through his or her course of conduct, disturbs, or follows with the intent to disturb another person.</li> </ul>
Sexual Assault (Mo. Rev. Stat. § 455.010(1)(e))	Causing or attempting to cause another to engage involuntarily in any sexual act by force, threat of force, duress, or without that person’s consent.
Rape, Fondling, Incest, Statutory Rape	<p>For purposes of the Clery Act, the term “sexual assault” includes the offenses of rape, fondling, incest, and statutory rape. These definitions under Missouri law are as follows:</p> <ul style="list-style-type: none"> <li>○ Rape (Mo. Rev. Stat. §§ 566.030 and 566.032): <ul style="list-style-type: none"> <li>▪ A person commits the offense of rape in the second degree if he or she has sexual intercourse with another person knowing that he or she does so without that person's consent.</li> <li>▪ A person commits the offense of rape in the first degree if he or she has sexual intercourse with another person who is incapacitated, incapable of consent, or lacks the capacity to consent, or by the use of forcible compulsion. Forcible compulsion includes the use of a substance administered without a victim's knowledge or consent which renders the victim physically or mentally impaired so as to be incapable of making an informed consent to sexual intercourse.</li> </ul> </li> <li>○ Fondling: The institution has determined, based on good-faith research, that Missouri law does not define the term fondling.</li> <li>○ Incest (Mo. Rev. Stat. § 568.020): A person commits the offense of incest if he or she marries or purports to marry or engages in sexual intercourse or deviate sexual intercourse with a person he or she knows to be, without regard to legitimacy, his or her: <ol style="list-style-type: none"> <li>1. Ancestor or descendant by blood or adoption; or</li> <li>2. Stepchild, while the marriage creating that relationship exists; or</li> <li>3. Brother or sister of the whole or half-blood; or</li> <li>4. Uncle, aunt, nephew or niece of the whole blood.</li> </ol> </li> </ul>

<b>Crime Type</b> <b>(Missouri Revised Statues)</b>	<b>Definitions</b>
	<ul style="list-style-type: none"> <li>• Statutory Rape (Mo. Rev. Stat. §§ 566.032 and 566.034):               <ul style="list-style-type: none"> <li>○ A person commits the offense of statutory rape in the first degree if he or she has sexual intercourse with another person who is less than fourteen years of age.</li> <li>○ A person commits the offense of statutory rape in the second degree if being twenty-one years of age or older, he or she has sexual intercourse with another person who is less than seventeen years of age.</li> </ul> </li> </ul>
<p>Other Crimes that could be considered Sexual Assault</p>	<p>Other crimes under Missouri law that may be classified as a “sexual assault” include the following:</p> <ul style="list-style-type: none"> <li>○ Sodomy (Mo. Rev. Stat. §§ 566.060 and 566.061):               <ul style="list-style-type: none"> <li>▪ A person commits the offense of sodomy in the first degree if he or she has deviate sexual intercourse with another person who is incapacitated, incapable of consent, or lacks the capacity to consent, or by the use of forcible compulsion. Forcible compulsion includes the use of a substance administered without a victim's knowledge or consent which renders the victim physically or mentally impaired so as to be incapable of making an informed consent to sexual intercourse.</li> <li>▪ A person commits the offense of sodomy in the second degree if he or she has deviate sexual intercourse with another person knowing that he or she does so without that person's consent.</li> </ul> </li> <li>○ Statutory Sodomy (Mo. Rev. Stat. §§ 566.062 and 566.064):               <ul style="list-style-type: none"> <li>i. A person commits the offense of statutory sodomy in the first degree if he or she has deviate sexual intercourse with another person who is less than fourteen years of age.</li> <li>ii. A person commits the offense of statutory sodomy in the second degree if being twenty-one years of age or older, he or she has deviate sexual intercourse with another person who is less than seventeen years of age.</li> </ul> </li> <li>○ Child Molestation (Mo. Rev. Stat. §§ 566.067 to 566.071):               <ul style="list-style-type: none"> <li>▪ A person commits the offense of child molestation in the first degree if he or she subjects another person who is less than fourteen years of age to sexual contact and the offense is an aggravated sexual offense.</li> <li>▪ A person commits the offense of child molestation in the second degree if he or she:                   <ul style="list-style-type: none"> <li>• Subjects a child who is less than twelve years of age to sexual contact; or</li> <li>• Being more than four years older than a child who is less than</li> </ul> </li> </ul> </li> </ul>

Crime Type (Missouri Revised Statues)	Definitions
	<p style="text-align: center;">seventeen years of age, subjects the child to sexual contact and the offense is an aggravated sexual offense.</p> <ul style="list-style-type: none"> <li>○ A person commits the offense of child molestation in the third degree if he or she subjects a child who is less than fourteen years of age to sexual contact.</li> <li>○ A person commits the offense of child molestation in the fourth degree if, being more than four years older than a child who is less than seventeen years of age, subjects the child to sexual contact.</li> <li>○ Sexual Misconduct Involving a Child (Mo. Rev. Stat. § 566.083): <ul style="list-style-type: none"> <li>○ A person commits the offense of sexual misconduct involving a child if such person: <ol style="list-style-type: none"> <li>1. Knowingly exposes his or her genitals to a child less than fifteen years of age under circumstances in which he or she knows that his or her conduct is likely to cause affront or alarm to the child;</li> <li>2. Knowingly exposes his or her genitals to a child less than fifteen years of age for the purpose of arousing or gratifying the sexual desire of any person, including the child;</li> <li>3. Knowingly coerces or induces a child less than fifteen years of age to expose the child's genitals for the purpose of arousing or gratifying the sexual desire of any person, including the child; or</li> <li>4. Knowingly coerces or induces a child who is known by such person to be less than fifteen years of age to expose the breasts of a female child through the internet or other electronic means for the purpose of arousing or gratifying the sexual desire of any person, including the child.</li> </ol> </li> </ul> </li> <li>● Sexual Misconduct (Mo. Rev. Stat. §§ 566.093 and 566.095): <ul style="list-style-type: none"> <li>○ A person commits the offense of sexual misconduct in the first degree if such person: <ul style="list-style-type: none"> <li>● Exposes his or her genitals under circumstances in which he or she knows that his or her conduct is likely to cause affront or alarm;</li> <li>● Has sexual contact in the presence of a third person or persons under circumstances in which he or she knows that such conduct is likely to cause affront or alarm; or</li> <li>● Has sexual intercourse or deviate sexual intercourse in a public place in the presence of a third person.</li> </ul> </li> <li>1. A person commits the offense of sexual misconduct in the second degree if he or she solicits or requests another person to engage in sexual conduct</li> </ul> </li> </ul>

Crime Type (Missouri Revised Statues)	Definitions
	<p>under circumstances in which he or she knows that such request or solicitation is likely to cause affront or alarm.</p> <ul style="list-style-type: none"> <li>• Sexual Abuse (Mo. Rev. Stat. §§ 566.100 and 566.101): <ul style="list-style-type: none"> <li>○ A person commits the offense of sexual abuse in the first degree if he or she subjects another person to sexual contact when that person is incapacitated, incapable of consent, or lacks the capacity to consent, or by the use of forcible compulsion.</li> <li>○ A person commits the offense of sexual abuse in the second degree if he or she purposely subjects another person to sexual contact without that person's consent.</li> </ul> </li> </ul>
Consent (as it relates to sexual activity) (Mo. Rev. Stat. § 556.061(14))	<p>1. Consent or lack of consent may be expressed or implied. Assent does not constitute consent if:</p> <ul style="list-style-type: none"> <li>• It is given by a person who lacks the mental capacity to authorize the conduct charged to constitute the offense and such mental incapacity is manifest or known to the actor; or</li> <li>• It is given by a person who by reason of youth, mental disease or defect, intoxication, a drug-induced state, or any other reason is manifestly unable or known by the actor to be unable to make a reasonable judgment as to the nature or harmfulness of the conduct charged to constitute the offense; or</li> <li>• It is induced by force, duress or deception.</li> </ul>

In addition to the definition of consent under Missouri law, the College uses the following definition of consent in its ADHV Title IX Policy for the purpose of determining whether sexual violence (including sexual assault) has occurred:

- Consent refers to the expectation that all individuals participating in sexual activity give and receive consent prior to and during any type of said activity. Consent is often a critical factor in determining whether sexual violence has occurred. Consent is defined as when one person, through mutually understandable words or actions, agrees and gives permission to engage in mutually agreed upon sexual activity; the acknowledgment and approval of actions, without coercion, force, intimidation, and opportunity to say no. Individuals must be awake, have the mental capacity to make such decisions, and not be impaired by alcohol, drugs, or other intoxicants. Consent may be withdrawn at any time before or during said activity. Consent to some form of sexual activity does not necessarily imply consent to other forms of sexual activity. Current or previous sexual relations do not imply consent; consent is not open-ended and must be obtained each time sexual activity occurs. Being in a romantic relationship with someone does not imply consent.

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

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

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

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

- Remember that you owe sexual respect to the other person.
- Don’t make assumptions about the other person’s consent or about how far he or she is willing to go.
- Remember that consent to one form of sexual activity does not necessarily imply consent to another form of sexual behavior.
- If your partner indicates a withdrawal of consent (implicitly or expressly), stop immediately.
- Clearly communicate your sexual intentions so that the other person has a chance to clearly tell you his or her intentions.
- Consider “mixed messages” a clear sign that the other person is uncomfortable with the situation and may not be ready to progress sexually.
- Don’t take advantage of someone whose judgment is impaired because of the consumption of alcohol or drugs, even if they knowingly and intentionally put themselves in that state. Further, don’t be afraid to step in if you see someone else trying to take advantage of person whose judgment is impaired.
- Be aware of the signs of impairment, such as slurred speech, bloodshot eyes, vomiting, unusual behavior, passing out, staggering, etc.

It is also important to be aware of the warning signs of an abusive person. Some examples include: past abuse; threats of violence or abuse; breaking objects; using force during an argument; jealousy; controlling behavior; quick involvement; unrealistic expectations; isolation; blames others for problems; hypersensitivity; cruelty to animals or children; “playful” use of force during sex; Jekyll-and-Hyde personality

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

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

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

### **Ongoing Prevention and Awareness Campaign:**

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

### **PPAP and OPAC Programming Methods:**

The PPAP and OPAC are carried out in a variety of ways, using a range of strategies, and, as appropriate, targeting specific audiences throughout the institution. Methods include, but are not limited to: online presentations, distribution of written materials, periodic email blasts, and guest speakers. A description of the type of programming provided is as follows:

- There is programming provided at the start of each academic semester. For students, this includes in-person or web-based training on use of alcohol and drugs, dating/domestic violence, sexual assault, stalking, reporting procedures, bystander intervention, and risk reduction techniques. For employees, this includes in-person or web-based training on dating/domestic violence, sexual assault, stalking, mandatory reporting, reporting procedures, bystander intervention, and campus emergency preparedness.
- MVC also participates in numerous awareness events, in addition to having annual speakers on topics ranging from alcohol abuse to sexual assault. Other programs include providing speakers related to sexual violence on campus. MVC offers awareness programs for Sexual assault awareness month in April and supports the United Nations elimination of Violence Against Women Day on November 25<sup>th</sup>.

### **Procedures to Follow if You are a Victim of Sexual Assault, Domestic Violence, Dating Violence, or Stalking:**

If you are a victim of a sexual assault, domestic violence, dating violence, or stalking, go to a safe place and call 911 or the Department of Public Safety at 660-831-4228. At the earliest opportunity, you should also contact the College's Title IX Coordinator Heath Morgan at email; [morganh@moval.edu](mailto:morganh@moval.edu) or by phone at (660) 831-4087. Victims will be notified in writing of the procedures to follow, including:

1. To whom and how the alleged offense should be reported.
  - Contact the Title IX Coordinator or refer to the other resources listed in this report.
2. The importance of preserving evidence that may be necessary to prove the offense in a criminal proceeding or disciplinary action or to obtain a protective order. To that end, keep in mind the following:
  - You should not remove clothing items worn during or following an assault, as they frequently contain valuable fiber, hair, and fluid evidence.
  - Don't bathe or wash, or otherwise clean the environment in which the assault occurred.
  - You can obtain a forensic examination at Fitzgibbon Hospital 2305 S. Hwy 65, Marshall, MO 65340 or by phone at (660) 886-7800.
  - Completing a forensic examination does not require you to file a police report, but having a forensic examination will help preserve evidence in case you decide at a later date to file a police report.
  - Evidence in electronic formats should also be retained (e.g., text messages, emails, photos, social media posts, screenshots, etc.).
  - Victims of stalking should also preserve evidence of the crime to the extent possible.
3. The victim's options regarding notification to law enforcement, which are: (a) the option to notify either on-campus or local police; (b) the option to be assisted by campus security authorities in notifying law enforcement if the victim so chooses (the institution is obligated to comply with such a request if it is made); and (c) the option to decline to notify such authorities.
  - Department of Public Safety at (660) 831-4228
  - Marshall Police Department: Contact Information: Non-Emergency (660)886-7411. Address: 461 W Arrow St. Marshall, MO 65340



- To make a police report, a victim should contact the local police agency listed above either by phone or in-person. The victim should provide as much information as possible, including name, address, and when and what occurred, to the best of the victim's ability.
4. Where applicable, the rights of victims and the institution's responsibilities regarding orders of protection, no-contact orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court.
- In Missouri, victims may obtain an Adult Order of Protection, which provides protective relief for victims of domestic violence, stalking, or sexual assault. Information about Adult Orders of Protection may be found at: <http://www.courts.mo.gov/page.jsp?id=533>.

A protection order may be obtained by filing a petition with the court. Courts can issue two types of orders: (1) Ex Parte Orders, which act as a temporary emergency order to protect a victim, for up to 15 days, until a court hearing, and (2) Full Orders of Protection, which may be issued for up to one year. Additional information about the orders may be found at: <http://www.courts.mo.gov/file.jsp?id=69655>.

- An individual can file for a protection order at the Saline County Courthouse: 19 Arrow Street, Marshall, MO 65340. The phone number is: 660-886-2300. Additional information is available here: <http://www.salinecountymo.org/circuit-cleck>.
- For assistance in gaining an order of protection you can Contact the Saline County Victim's Advocate at the Saline County Prosecutors Office on 19 E Arrow St # 100, Marshall, MO 65340 or by phone at (660) 886-9608.

○ Victims wishing to seek an order of protection should be prepared to present documentation and/or other forms of evidence when filing for an order of protection. When a protection order is granted, they are enforceable statewide. If you have obtained an order and need it to be enforced in this area you should contact the Marshall Police Department.

- The College will enforce any temporary restraining order or other no contact order against the alleged perpetrator from a criminal, civil, or tribal court. Any student or employee who has a protection order or no contact order should notify the College's Department of Public Safety and/or Title IX Coordinator and provide a copy of the restraining order so that it may be kept on file with the Department of Public Safety and can be enforced on campus, if necessary. Upon learning of any orders, the College will take all reasonable and legal action to implement the order.
- The College does not issue legal orders of protection. However, as a matter of institutional policy, the College may impose a no-contact order between individuals in appropriate circumstances. The College may also issue a "no trespass warning" if information available leads to a reasonable conclusion that an individual is likely to cause harm to any member of the campus community. A person found to be in violation of a No Trespass Warning may be arrested and criminally charged.

### Available Victim Services:

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

- The Saline County Victim's Advocate at the Saline County Prosecutors Office on 19 E Arrow St # 100, Marshall, MO 65340 or by phone at (660) 886-9608.
- MVC Campus Counselor located in Student Health Services in the Malcolm Center or by phone (660) 831-4139
- Fitzgibbon Hospital Mental Health at 2305 S Hwy 65, Marshall, MO 65340 or by phone at (660) 886-7800
- Fitzgibbon Hospital (general health concerns) 2305 S. Hwy 65, Marshall, MO 65340 or by phone at (660) 886-7800
- Student Financial Aid - Sometimes victims of serious crimes feel the need to take a leave of absence from school. If this is being considered, be aware that financial aid may be affected. If you have questions about financial aid implications in such circumstances, contact the Director of Financial Aid at [gordonp@moval.edu](mailto:gordonp@moval.edu) or by phone at (660) 831-4176. The Title IX Coordinator can help facilitate this conversation as well.
- Missouri Coalition Against Domestic & Sexual Violence: <http://www.mocadsv.org/>
- National Domestic Violence Hotline: 1.800.799.7233
- National Sexual Assault Hotline: 1.800.656.4673
- Rape, Abuse and Incest National Network (RAINN): <https://www.rainn.org/>
- US Dept. of Justice Office on Violence Against Women: <https://www.justice.gov/ovw>
- National Coalition Against Domestic Violence: <http://www.ncadv.org/>
- National Sexual Violence Resource Center: <http://www.nsvrc.org/>
- Legal Services of Missouri: <http://www.lsmo.org/>
- Immigration Advocates Network:  
<http://www.immigrationadvocates.org/nonprofit/legaldirectory/search?state=MO>
- U.S. Citizenship and Immigration Services:  
[https://egov.uscis.gov/crisgwi/go?action=offices.summary&OfficeLocator.office\\_type=ASC&OfficeLocator.statecode=MO](https://egov.uscis.gov/crisgwi/go?action=offices.summary&OfficeLocator.office_type=ASC&OfficeLocator.statecode=MO)

### Accommodation and Protective Measures:

The College will provide written notification to victims about options for, and available assistance in, changing academic, living, transportation, and working situations or protective measures. If victims request these accommodations or protective measures and they are reasonably available the College is obligated to provide them, regardless of whether the victim chooses to report the crime to campus security or local law enforcement. Requests of this nature should be made to the Title IX Coordinator,

Heath Morgan, at email: [morganh@moval.edu](mailto:morganh@moval.edu) or by phone (660) 831-4087, and the Title IX Coordinator is responsible for deciding what, if any, accommodations or protective measures will be implemented. When determining the reasonableness of such a request, the Title IX Coordinator may consider, among other factors, the following:

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

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

#### **Procedures for Disciplinary Action:**

Allegations of domestic violence, dating violence, sexual assault or stalking will be processed through the College's ADHV Policy and the related complaint resolution procedures. The procedures are utilized whenever or wherever a complaint is made, regardless of the status of the complainant and the respondent.

The complaint resolution procedures are invoked once a report is made to one of the following individuals:

#### **Vice President of Student Affairs and Title IX Coordinator**

Heath Morgan  
(660)831-4087  
Student Affairs Office in the Malcolm Center  
[morganh@moval.edu](mailto:morganh@moval.edu)

#### **Deputy Title IX Coordinator**

Conner Swift  
Director of Residence Life and Housing  
(660)831-4652  
Student Affairs Office in the Malcom Center  
[swiftc@moval.edu](mailto:swiftc@moval.edu)

An electronic form available the following link can also be used to file a report.

[https://docs.google.com/a/moval.edu/forms/d/e/1FAIpQLSfWO\\_Cb7u9Fcol0HLLxrlenwoh3xZ-zkJ06wukwH7mUOjvYZg/viewform](https://docs.google.com/a/moval.edu/forms/d/e/1FAIpQLSfWO_Cb7u9Fcol0HLLxrlenwoh3xZ-zkJ06wukwH7mUOjvYZg/viewform)

Once a complaint is made, the Title IX Coordinator will commence the investigatory process as soon as practicable, but not later than seven (7) days after the complaint is made. The Title IX Coordinator and/or designee will analyze the complaint and notify the respondent that a complaint has been filed. Informal resolution may be considered in certain circumstances if agreeable to both parties, but mediation will never be used in cases of sexual assault.

During a formal investigation, the complainant and respondent will each have an equal opportunity to describe the situation and present witnesses and other supporting evidence. The investigator(s) will review the statements and evidence presented and may, depending on the circumstances, interview others with relevant knowledge, review documentary materials, and take any other appropriate action to gather and consider information relevant to the complaint. Upon completion of the investigation, the investigator(s) make a determination as to whether any allegations in the complaint were found to be substantiated by a preponderance of the evidence. The investigator(s) will then prepare an investigation report outlining the findings and include, if necessary, sanctions or other remedial measures to impose. The parties will be notified of this determination in writing within three (3) days of it being made. The institution strives to complete investigations of this nature within sixty (60) calendar days.

In the event sanctions are handed down and the reporting party/victim or accused disagrees or wishes to appeal, he or she may go through the appropriate appeal process. For students, he or she may petition to the Community Standards Board as described under the Student Code of Conduct. For faculty or staff, he or she may petition the appropriate grievance committee.

The accused/reporting party will have the opportunity to appeal the conduct decision if they feel that 1) Student Conduct procedures had not been followed, 2) that a proper and fair investigation had not been conducted or the student's rights were otherwise violated, or 3) that the decision and/or sanction was not appropriate or consistent with the Student Handbook. All appeals must be made within 72 hours of notification of the decision.

### **Rights of the Parties in an Institutional Proceeding:**

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

1. A prompt, fair and impartial process from the initial investigation to the final result.
  - A prompt, fair and impartial process is one that is:
    - Completed within reasonably prompt timeframes designated by the institution's policy, including a process that allows for the extension of timeframes for good cause, with written notice to the accuser and the accused of the delay and the reason for the delay.
    - Conducted in a matter that:
      - Is consistent with the institution's policies and transparent to the accuser and the accused.

- Includes timely notice of meetings at which the accuser or accused, or both, may be present; and
    - Provides timely access to the accuser, the accused and appropriate officials to any information that will be used during the informal and formal disciplinary meetings and hearings.
  - Conducted by officials who do not have a conflict of interest or bias for or against the accuser or the accused.
- 2. Proceedings conducted by officials who, at a minimum, receive annual training on the issues related to domestic violence, dating violence, sexual assault and stalking and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.
  - The Missouri Valley College Title IX investigative team receives investigative training on a yearly basis. This training is provided by Husch Blackwell LLP. The training addresses topics such as relevant evidence and how it should be used during a proceeding, proper techniques for questioning witnesses, basic procedural rules for conducting a proceeding, and avoiding actual and perceived conflicts of interest.
- 3. The same opportunities to have others present during any institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice. The institution may not limit the choice of advisor, but may establish limits regarding the extent to which that advisor may participate in the proceeding, as long as those limits apply equally to both parties.
- 4. Have the outcome determined using a preponderance-of-the-evidence standard based on the totality of the evidence presented.
- 5. Simultaneous, written notification of the results of the proceeding, any procedures for either party to appeal the result, any change to the result, and when the result becomes final. For this purpose, “result” means “any initial, interim and final decision by an official or entity authorized to resolve disciplinary matters” and must include the rationale for reaching the result and any sanctions imposed.

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

Following a final determination in the institution’s disciplinary proceeding that domestic violence, dating violence, sexual assault, or stalking has been committed, the institution may impose a sanction depending on the mitigating and aggravating circumstances involved. The possible sanctions include:

For Students:

Warning: The student will be informed of the violation and its potential consequence if the behavior is repeated.

Probation: Limiting the student’s involvement in campus activities including athletic, theatre, or social activities. Students on probation may be dismissed if future violations occur. Warning is not a prerequisite for probation.

Suspension: Dismissal from the College for a specified amount of time, typically 180 days. After specified amount of time, the student may reapply for entry. Probation is not a prerequisite for suspension.

Expulsion: Permanent dismissal from the College. The student may not, at any time, reapply for entry. Probation is not a prerequisite for expulsion.

Interim Removal/Campus Safety Suspension: Students who are deemed to pose a risk to the College Community may be suspended from all Missouri Valley College events and facilities, including classes and residential facilities, pending the completion of the investigation.

No Contact Order: Indicates that students are to have no contact with designated individual(s). No contact is defined as formal, informal, direct, indirect, verbal, written, electronic or other communication between themselves and the designated individual(s), as well as communication between themselves and the designated individual(s) through any other individual(s).

Assessment of Fine: Restitution for damage and/or punitive fines for actions deemed responsible.

Community Service: Students are assigned to set number of community service hours. Community service must be completed at an approved location.

Counseling: Students are required to meet with the Campus Counselor, related to the alleged violation. The Campus Counselor will determine the number of meetings that students will be required to attend.

Educational Project or Program: This action may include mandatory participation in education or treatment programs, program development, etc.

Removal of Privileges: Removal or restriction of campus privileges (i.e. living in campus housing, visitation privileges, restriction of hours on campus, and the opportunity to utilize certain campus services and participation or attendance at campus events).

#### Faculty/Staff:

Verbal Warning: The student will be informed of the violation and its potential consequence if the behavior is repeated.

Written Warning: Documentation of the incident as well as possible future outcomes if the action is repeated. Written warnings are placed in the employment file.

Suspension with pay: Employees who are being investigated for potentially violating the college's policy regarding sexual violence/deemed to pose a risk to the College Community may be suspended from all Missouri Valley College with pay. Suspension with pay will require the employee to vacate college property until further notified.

Suspension without pay: Employees who are being investigated for potentially violating the college's policy regarding sexual violence/deemed to pose a risk to the College Community may be suspended from all Missouri Valley College with pay. Suspension with pay will require the employee to vacate college property until further notified.

Termination: Permanent separation from the college/cancelation of any and all contracts with said individual

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

### **Publicly Available Recordkeeping:**

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

### **Victims to Receive Written Notification of Rights:**

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

### **Sex Offender Registration Program:**

The Campus Sex Crimes Prevention Act of 2000 requires institutions of higher education to advise members of the campus community where they can obtain information provided by the state concerning registered sex offenders. It also requires sex offenders to notify the state of each institution of higher education in the state at which they are employed or enrolled or carrying on a vocation. The state is then required to notify the College of any such information it receives. Anyone interested in determining whether such persons are on this campus may do so by contacting Director of Public Safety at email: [fergusonb@moval.edu](mailto:fergusonb@moval.edu) or phone: (660) 831-4228. State registry of sex offender information may be accessed at the following link:

<http://www.mshp.dps.missouri.gov/MSHPWeb/PatrolDivisions/CRID/SOR/SORPage.html>

## **Emergency Response and Evacuation Procedures**

MVC has developed a Crisis Response Plan (CRP) that provides a comprehensive set of guidelines for directing resources before, during and after campus emergencies involving an immediate threat to the health or safety of members of the campus community. DPS is very proactive in training all officers, staff and the community for emergency preparedness, response and recovery. The CRP includes a set of guidelines for emergency procedures which are posted in all the campus buildings. In addition, these guidelines can be found online at: [http://moval.edu/emergency\\_info.php](http://moval.edu/emergency_info.php)

### **Crisis Response Plan**

The Crisis Response Plan (CRP) may be activated in response to a local, regional, or national crisis or catastrophe that significantly affects MVC and the surrounding community. This plan provides guidelines for communicating within the campus, and from the campus to the media and the public, in the event of an emergency or crisis. Disasters, emergencies and crises disrupt the normal activities of the campus and may require activation of the MVC Crisis Response Plan. This CRP describes the role of Institutional Advancement (Marketing) in communicating vital information to members of the MVC community and the public.

Specifically, the CRP is designed to enable faculty, staff, and students to manage critical incidents, crises, and catastrophes that occur to campus. The overall ability of MVC personnel to respond to any emergency incident will rely primarily upon preplanned policies, plans, and procedures; emergency building plans; Emergency Response Team; business continuity and recovery plans; and existing or newly created guidelines and directives. The CRP is local in scope, but is intended to support a comprehensive, multiagency and multi-disciplinary, all-hazards approach to incident management across a range of activities including:

1. Mitigation – periodically evaluating the physical environment to minimize the potential for risk of harm to others in the MVC community; evaluating each emergency response following CRP activation to improve and enhance future responses and thereby minimizing future risk of harm to members of our campus community and visitors
2. Preparedness – creating and revising emergency plans and policies, training, and evaluating emergency responses for different types of crisis' or catastrophes
3. Response – the immediate emergency response to a critical incident, crisis, or catastrophe; performing such functions as protecting life, stopping or containing additional threat to life and property, and protecting critical infrastructure
4. Recovery – planning for and implementing actions to restore critical business functions and non-critical business functions, in order to restore operations of the MVC.

The CRP includes or references appendices, emergency building plans, business continuity and recovery plans, emergency contact information, or inclusions intended to support, or modify the CRP during emergency operations conducted in response to a crisis or catastrophe. The CRP may be activated during any of the following incidents, which may include, but are not limited to:

- Armed or Violent Behavior
- Bomb Threats or Explosions
- Fire
- Utility Emergencies Civil Disorder or Disturbances
- Medical Emergencies Earthquakes or Building Collapse
- Tornados
- Chemical, Biological, Radiation, Nuclear, Explosive Incidents

Students, staff and visitors are encouraged to notify the Director of Public Safety at 660-831-4228 of any situation that poses such a threat. The College has also communicated with local police requesting their cooperation in informing the College about situations reported to them that may warrant an emergency response.

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



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

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

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

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

Method	Sign-Up Instructions
Text Messaging	To register for the MVC Text Messaging Service please follow the following steps: 1. Visit <a href="https://www.getrave.com/login/moval">https://www.getrave.com/login/moval</a> 2. Once you have logged on the web site click on the Register button. 3. Complete the required information to register (you must have/use a MVC email account on the registration page). 4. Once you have completed the registration process you should get notification from the website congratulating you.
Public Speaker	N/A
Pop up on college network computers	N/A

If deemed necessary, the College’s Vice President of Student Affairs will contact local law enforcement of the emergency if they are not already aware of it and local media outlets in order that the larger community outside the campus will be aware of the emergency.

MVC participates in regularly scheduled drills and exercises organized by the Saline County Emergency Management (hereinafter “SCEM”) and Missouri Emergency Management Agency (hereinafter “SEMA”). This most frequently includes tests of the Tornado Warning system. MVC also coordinates in-house drills with one or more local first-responder agencies, most frequently MPD.

Each time a drill or exercise is to occur, MVC sends an e-mail detailing the drill, reviewing basic emergency procedures, and detailing where to find a complete list of emergency procedures. E-mails are sent again at the beginning of each drill or exercise with information regarding how the individual should respond to the current drill or exercise, as well as where to find a complete list of emergency

procedures. Depending on the type of drill or exercise, other forms of communication (i.e. Text Messaging or Alert Siren) may be used to alert the campus community.

Because of the regularity of Tornado Warning system tests, distribution of the CRP is done regularly, with at least one distribution time each semester. Annual maintenance of communication systems is done prior to the first test of each academic year to ensure operability of all systems.

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

### **Missing Person Procedures (applicable to students residing in on-campus housing on the MVC-Main Campus)**

If a member of the College community has reason to believe that a student who resides in on-campus housing is missing, that information should be reported immediately to the Director of Public Safety at Email [fergusonb@moval.edu](mailto:fergusonb@moval.edu) or Phone 660-631-2740, the Director of Housing or Residence Life at Email: [swiftc@moval.edu](mailto:swiftc@moval.edu) or Phone: 660-831-4652, and the Vice President of Student Affairs at Email: [morganh@moval.edu](mailto:morganh@moval.edu) or Phone: 660-831-4087. Anyone receiving a missing student report will immediately notify campus security (or local law enforcement, if necessary) so that an investigation can be initiated.

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 the College only in the event the student is determined to be missing for more than 24 hours. If a student has identified such an individual, the College will notify that individual no later than 24 hours after the student is determined to be missing. The option to identify a contact person in the event the person is determined missing is in addition to identifying a general emergency contact person, but they can be the same individual for both purposes. A student's confidential contact information will be accessible only by authorized campus officials and law enforcement in the course of the investigation.

Students can designate confidential contact persons for purposes of missing student investigation by completing an Emergency Contact Information Form located in the Office of Student Affairs.

After investigating a missing person report, if it is determined that the student has been missing for 24 hours, the College will notify local police authorities unless it was local law enforcement that made the determination that the student is missing. If the missing student is under the age of 18 and is not emancipated, the College will also notify that student's parent or legal guardian within 24 hours of the determination that the student is missing.

**Crime Statistics**  
**MVC – MAIN CAMPUS**

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

Crime	On Campus			On Campus Housing			Non Campus			Public Property		
	2016	2015	2014	2016	2015	2014	2016	2015	2014	2016	2015	2014
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Rape	1	1	2	1	1	2	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	3	0	1	3	0	1	0	0	0	0	0	0
Burglary	10	3	6	10	5	2	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Arrest - Liquor Law Violation	0	0	0	0	0	0	0	0	0	1	0	1
Arrest - Drug Abuse Violation	0	1	7	0	1	3	0	0	0	5	0	2
Arrest - Weapon Violation	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary Referral - Liquor Law Violation	30	33	118	28	32	106	0	0	0	0	2	12
Disciplinary Referral - Drug Abuse Violation	15	15	59	12	13	47	0	0	0	0	5	8

Disciplinary Referral - Weapon Violation	0	0	0	0	0	0	0	0	0	0	1	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	2	0	0	2	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0

**Hate crimes:**

**2016:** No hate crimes reported.

**2015:** No hate crimes reported.

**2014:** No hate crimes reported.

**Unfounded crimes:**

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

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

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

**Data from Local Law Enforcement:**

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

### MVC – School of Nursing

	On Campus			On Campus Housing			Non Campus			Public Property		
	2016	2015	2014	2016	2015	2014	2016	2015	2014	2016	2015	2014
<b>Crime</b>												
Murder/Non-Negligent Manslaughter	0	0	0	NA	NA	NA	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	NA	NA	NA	0	0	0	0	0	0
Rape	0	0	0	NA	NA	NA	0	0	0	0	0	0
Fondling	0	0	0	NA	NA	NA	0	0	0	0	0	0
Statutory Rape	0	0	0	NA	NA	NA	0	0	0	0	0	0
Incest	0	0	0	NA	NA	NA	0	0	0	0	0	0
Aggravated Assault	0	0	0	NA	NA	NA	0	0	0	0	0	0
Burglary	0	0	0	NA	NA	NA	0	0	0	0	0	0
Robbery	0	0	0	NA	NA	NA	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	NA	NA	NA	0	0	0	0	0	0
Arson	0	0	0	NA	NA	NA	0	0	0	0	0	0
Arrest - Liquor Law Violation	0	0	0	NA	NA	NA	0	0	0	0	0	0
Arrest - Drug Abuse Violation	0	0	0	NA	NA	NA	0	0	0	0	0	0
Arrest - Weapon Violation	0	0	0	NA	NA	NA	0	0	0	0	0	0
Disciplinary Referral - Liquor Law Violation	0	0	0	NA	NA	NA	0	0	0	0	0	0
Disciplinary Referral - Drug Abuse Violation	0	0	0	NA	NA	NA	0	0	0	0	0	0
Disciplinary Referral - Weapon Violation	0	0	0	NA	NA	NA	0	0	0	0	0	0

Domestic Violence	0	0	0	NA	NA	NA	0	0	0	0	0	0
Dating Violence	0	0	0	NA	NA	NA	0	0	0	0	0	0
Stalking	0	0	0	NA	NA	NA	0	0	0	0	0	0

The MVC-School of Nursing Campus does not have On Campus Housing property.

**Hate crimes:**

**2016:** No hate crimes reported.

**2015:** No hate crimes reported.

**2014:** No hate crimes reported.

**Unfounded crimes:**

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

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

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

**Data from Local Law Enforcement:**

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

# Annual Fire Safety Report

## MVC – MAIN CAMPUS

### Housing Facilities and Fire Safety Systems

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

Facility	Fire Alarm Monitoring Done on Site	Partial Sprinkler System	Full Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans & Placards	Number of evacuation (fire) drills
1403 S. Sharp Street, 1403 S. Sharp Street				X	X	X	0
MacDonald Hall, 1260 S. Redman Avenue				X	X	X	0
Moreland Hall, 1219 S. Redman Avenue				X	X	X	0
Porter Brown (Rodeo) Hall, 1887 S. Lincoln Avenue	X		X	X	X	X	0
Redman Apartments A, 1455 S. Redman Avenue				X	X	X	0
Redman Apartments B, 1459 S. Redman Avenue				X	X	X	0
Redman Apartments C, 314 E. Belle Street				X	X	X	0

Roberts Hall, 521 E. College Street				X	X	X	0
Theta Phi Alpha (TPA), 419 E. College Street				X	X	X	0
Union Hall, 1460 S. Redman Avenue				X	X	X	0
Vail Brown Apartments, 1162/64 S. Brunswick Street				X	X	X	0
Viking Village Apartments, 1466 S. Redman Avenue	X		X	X	X	X	0
Young Hall, 1457 S. Conway Avenue				X	X	X	0
910 S. Ann Drive, 910 S. Ann Drive				X	X	X	0
1152 S. Brunswick Street, 1152 S. Brunswick Sreet				X	X	X	0
1166 S. Brunswick Street, 1166 S. Brunswick Street				X	X	X	0
303 E. Edna Street, 303 E. Edna Street				X	X	X	0



308 E. Edna Street, 308 E. Edna Street				X	X	X	0
1257 S. Olson Avenue, 1257 S. Olson Avenue				X	X	X	0
1260 S. Olson Avenue, 1260 S. Olson Avenue				X	X	X	0
1263 S. Olson Avenue, 1263 S. Olson Avenue				X	X	X	0
1265 S. Olson Avenue, 1265 S. Olson Avenue				X	X	X	0
1271 S. Olson Avenue, 1271 S. Olson Avenue				X	X	X	0
512 E. Rea Street, 512 S. Rea Street				X	X	X	0
516 E. Rea Street, 516 E. Rea Street				X	X	X	0
Alpha Sigma Alpha, 1462 S. Redman Avenue				X	X	X	0
Ashford Hall, 1151 S. Brunswick Street				X	X	X	0
Blackburn Hall, 828 E. Eastwood Street				X	X	X	0

Conway Apartments A, 1320 S. Conway Avenue				X	X	X	0
Conway Apartments B, 1328 S. Conway Avenue				X	X	X	0
Conway Apartments C, 600 E. Label Street				X	X	X	0
George Mack Hall, 523 E. College Street				X	X	X	0
Valley Village 1625 S. Sharp St.	X		X	X	X	X	0

### **Policies on Portable Appliances, Smoking and Open Flames**

To minimize the potential for fires at MVC, it is the policy of the College to prohibit the use of the following items in any College owned or operated facility indoors – unless in accordance with other College policies and procedures: Candles; Crock-pot/Slow Cookers; Fireworks; Grills (indoor or outdoor, including contact grills); Halogen and Lava lamps; Hotplates; Incense; Space or Immersion Heaters; Toaster/Toaster Oven.

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

### **Fire Evacuation Procedures**

In the event of a fire, the College expects that all campus community members will evacuate by the nearest exit, closing doors and activating the fire alarm system (if one is nearby) as they leave. Once members have evacuated the building(s) they should proceed to the nearest parking lot otherwise directed evacuation area to be accounted for.

### **Fire Education and Training Programs**

It is the policy of MVC to provide faculty, staff, students and visitors with the safest possible environment, free from potential fire hazards. The primary goal of MVC is to recognize hazardous conditions and take appropriate action before such conditions result in a fire emergency. This goal is accomplished by (1) conducting annual fire safety inspections of all College properties and (2) increasing

the fire safety awareness of employees and students by conducting periodic training on basic fire safety. The Maintenance and Housekeeping Department conduct annual fire safety inspections of all College properties. Some buildings may be inspected more frequently as deemed necessary.

Basic fire safety instruction is provided to all Residence Life staff living at the beginning of each academic year.

DPS will coordinate with local emergency agencies and the Missouri State Fire Marshall in the investigation of each fire incident.

Fire drills will be held throughout the year. All residents must participate. Refusal to participate in emergency drills or emergency procedures will result in disciplinary action.

Misuse, tampering, or vandalism of fire or emergency alarm systems, fire extinguishers, electrical breakers, or other safety/security equipment is strictly prohibited.

### **Reporting Fires**

The College is required to disclose each year statistical data on all fires that occurred in on-campus student housing facilities. When a fire alarm is pulled and/or the fire department responds to a fire, these incidents are captured. However, there may be instances when a fire is extinguished quickly and an alarm is not pulled or a response by the fire department was not necessary. It is important that these incidents be recorded as well. Therefore, if you are aware of such a fire, see evidence of one or hear about one, you should contact the following: Director of Public Safety at Email: fergusonb@moval.edu or by Phone:660-631-2740. When notifying the Director of Public Safety as much information as possible about the location, date, time and cause of the fire should be provided.

### **Plans for Future Improvements**

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

### **Fire Statistics**

**2016**

<b>Residential Facility</b>	<b>Total Number Fires</b>
1403 S. Sharp Street, 1403 S. Sharp Street	0
516 E. Rea Street, 516 E. Rea Street	0
512 E. Rea Street, 512 S. Rea Street	0
1271 S. Olson Avenue, 1271 S. Olson Avenue	0
1265 S. Olson Avenue, 1265 S. Olson Avenue	0
1263 S. Olson Avenue, 1263 S. Olson Avenue	0

1260 S. Olson Avenue, 1260 S. Olson Avenue	0
1257 S. Olson Avenue, 1257 S. Olson Avenue	0
308 E. Edna Street, 308 E. Edna Street	0
303 E. Edna Street, 303 E. Edna Street	0
1166 S. Brunswick Street, 1166 S. Brunswick Street	0
1152 S. Brunswick Street, 1152 S. Brunswick Sreet	0
910 S. Ann Drive, 910 S. Ann Drive	0
Young Hall, 1457 S. Conway Avenue	0
Viking Village Apartments, 1466 S. Redman Avenue	0
Vail Brown Apartments, 1162/64 S. Brunswick Street	0
Union Hall, 1460 S. Redman Avenue	0
Theta Phi Alpha (TPA), 419 E. College Street	0
Roberts Hall, 521 E. College Street	0
Redman Apartments C, 314 E. Belle Street	0
Redman Apartments B, 1459 S. Redman Avenue	0
Redman Apartments A, 1455 S. Redman Avenue	0
Porter Brown (Rodeo) Hall, 1887 S. Lincoln Avenue	0
Moreland Hall, 1219 S. Redman Avenue	0
MacDonald Hall, 1260 S. Redman Avenue	0
George Mack Hall, 523 E. College Street	0
Conway Apartments C, 600 E. Label Street	0
Conway Apartments B, 1328 S. Conway Avenue	0
Conway Apartments A, 1320 S. Conway Avenue	0

Blackburn Hall, 828 E. Eastwood Street	0
Ashford Hall, 1151 S. Brunswick Street	0
Alpha Sigma Alpha, 1462 S. Redman Avenue	0

No fires were logged in 2016.

**2015**

No fires were logged in 2015.

**2014**

No fires were logged in 2014.