

2023



**ANNUAL SECURITY AND  
FIRE SAFETY REPORT**

# Contents

<b>2023 COMBINED ANNUAL SECURITY REPORT &amp; FIRE SAFETY REPORT</b> .....	3
Introduction .....	3
Policy for Preparing the Annual Report .....	3
General Safety and Security Policies .....	3
Campus Security Personnel & Relationship with Local Law Enforcement .....	3
Campus Security Authorities .....	4
Reporting a Crime or Emergency .....	4
Confidential Reporting.....	5
Security of and Access to Campus Facilities.....	5
Security Considerations in the Maintenance of Facilities.....	7
Educational Programs Related to Security Awareness and Prevention of Criminal Activity .....	7
Monitoring Off Campus Locations of Recognized Student Organizations .....	8
Disclosure of the Outcome of a Crime of Violence or Non-Forcible Sex Offense .....	8
Drug and Alcohol Policy .....	8
Federal Drug Laws.....	8
Drug and Alcohol Abuse Prevention Program .....	10
Policies, Procedures, and Programs Related to Dating Violence, Domestic Violence, Sexual Assault, and Stalking.....	11
Primary Prevention and Awareness Program .....	11
Crime Definitions.....	12
College Definition of Consent .....	17
Risk Reduction.....	17
Bystander Intervention.....	18
Ongoing Prevention and Awareness Campaign.....	18
PPAP and OPAC Programming Methods.....	19
Procedures to Follow if You are a Victim of Dating Violence, Domestic Violence, Sexual Assault or Stalking.....	20
Reporting Sexual Harassment.....	20
Available Victim Services .....	23
Accommodations and Protective Measures.....	24
Procedures for Disciplinary Action.....	26
Procedures for disciplinary action under the Sexual Anti-Harassment Policy .....	26
Procedures for disciplinary action under the General Anti-Harassment Policy .....	28
Rights of the Parties in an Institutional Proceeding.....	29
Possible Sanctions or Protective Measures that the College May Impose for Dating Violence, Domestic Violence, Sexual Assault or Stalking Offenses .....	30
Publicly Available Recordkeeping.....	31
Victims to Receive Written Notification of Rights.....	31
Sex Offender Registration Program.....	31

Missing Student Policy.....	33
Crime Statistics.....	34
Annual Fire Safety Report.....	36
Housing Facilities and Fire Safety Systems.....	36
Policies on Portable Appliances, Smoking and Open Flames .....	37
Fire Evacuation Procedures .....	38
Fire Education and Training Programs .....	38
Reporting Fires.....	38
Plans for Future Improvements.....	39
Fire Statistics for William Jewell College .....	39

# **William Jewell College**

## **2023 COMBINED ANNUAL SECURITY REPORT & FIRE SAFETY REPORT**

### **Introduction**

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

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

The Director of Campus Safety prepared this report in cooperation with local law enforcement authorities and includes information provided by them, the College's campus security authorities, and various other elements of the College. Each year, an e-mail notification is sent to all enrolled students and employees to provide 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 the Director of Campus Safety, Curry Hall, 500 College Hill, Liberty, MO, 64068. The College is committed to providing a safe and secure working/learning environment for all students and staff. As a campus community member, you can feel safe and comfortable knowing that security procedures are in place that represent best practices in the field and are constantly tested and re-evaluated for their effectiveness.

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

#### **Campus Security Personnel & Relationship with Local Law Enforcement**

The Office of Campus Safety is responsible for campus safety at the College. Its personnel do not have arrest authority. Its patrol jurisdiction covers all campus property. A trained officer is on duty and present on campus 24 hours/day, seven days/week, and 365 days/year. In most instances, the Liberty Police will be summoned to the campus should circumstances warrant the arrest of an offender. Campus Safety personnel are responsible for the following support functions:

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

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

The College has a close working relationship with local law enforcement agencies, including the Liberty Police Department. The College has a memorandum of understanding (MOU) with Clay County agencies for emergency response and the investigation of crimes.

### **Campus Security Authorities**

The College has designated certain 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 campus security authorities to whom the College would prefer that crimes be reported are listed below. Title IX Coordinator at 816-415-5085.

- Director of Athletics at 816-415-5292
- Director of Campus Safety at 816-415-6335
- Dean of Students at 816-415-5960
- Vice-President for Finance and Operations at 816-415-7802
- Vice President of Academic Affairs at 816-415-7653
- Director of Residence Life at 816-415-5031

### **Reporting a Crime or Emergency**

The College encourages accurate and prompt reporting of all criminal actions, emergencies, or other incidents occurring on campus, other property owned by the College, or 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 cannot do so.

The Office of Campus Safety is the primary department to which all crimes and incidents on college property should be reported. The number to contact an officer is 816-365-0709, or dial 1411 from any campus phone. Situations that pose an imminent danger or while a crime is in progress should be reported to local law enforcement by calling 911 from any campus phone or cell phone.

Students and employees also can report a crime or concerning behavior anonymously online if they prefer not to call or report a crime in person. The online form can be accessed at [williamjewell.formstack.com/forms/concerning\\_behavior\\_report](http://williamjewell.formstack.com/forms/concerning_behavior_report). Anonymous reporting can be facilitated by using the following form [secure.ethicspoint.com/domain/media/en/gui/57167/issues.html?clientid=57167&locationid=-1&override=yes&agreement=no](http://secure.ethicspoint.com/domain/media/en/gui/57167/issues.html?clientid=57167&locationid=-1&override=yes&agreement=no).

A blue pole distinctively identifies emergency phones. Campus elevators are also equipped with emergency phones. Upon receipt of a call, a safety officer will be immediately dispatched to assist. Priority is given to reports of incidents that threaten the life or safety of people, the security of the property, and the peace of the community.

Crimes and incidents are reported so that causes may be determined, and corrective measures taken to improve safety and preserve College assets and ensure the accuracy of our report of crime statistics. Once reported, the individual making the report will be encouraged to also report it to appropriate police agencies. If requested, the appropriate member of the College staff will assist a student in making the report to the police.

### **Confidential Reporting**

The College will protect the confidentiality of victims. Only those needing to know the identity for investigating the crime, assisting the victim, or disciplining the perpetrator will know the victim's identity.

According to the College's Sexual Harassment policy, when a mandated reporter becomes aware of an alleged misconduct under that policy (including, but not limited to, dating violence, domestic violence, sexual assault, and stalking), the reporter is responsible for reporting that information, as well as other pertinent information, e.g., employee, student, contractor, etc. if known, to the Title IX Coordinator. The role of the mandatory reporter is to provide as much information as possible and as quickly as possible for appropriate action to occur. In these cases, the College may be limited in its ability to protect the victim's or witness's identity under certain circumstances, including situations where an ongoing danger to the campus community and/or an investigation moves forward.

A victim or witness of other types of crime (e.g., aggravated assault, burglary, etc.) who does not want to pursue action within the College disciplinary system, or the criminal justice system can make a confidential report to a Campus Security Authority (CSA). Upon request, the individual's report and incident details can be filed without revealing the victim's identity. With such information, the College can keep an accurate record of the number of incidents involving campus community members, 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 professional counselors to, when deemed appropriate, advise individuals they are counseling to report crimes voluntarily and confidentially for inclusion in the annual crime statistics report. Additionally, the College offers services through its Chaplain's Office, providing support and resources to address a range of personal concerns and well-being.

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

The established protocol at William Jewell College is to maintain the security of all residential facilities by keeping them locked and always secured. These facilities are locked 24 hours a day and can only be accessed using a student ID or key. Upon check-in, students are issued room keys, which should be kept in their possession. Access to these buildings is restricted to residents and authorized College personnel. To ensure building security, safety officers conduct nightly checks and patrol parking lots and surrounding areas.

For non-residential campus buildings, except for the Mabee Center, Pryor Learning Commons, and Curry Hall, they are typically unlocked and open to the community during regular operational hours, which are typically Monday to Friday from 7 a.m. to 6 p.m. The Mabee Center employs a card swipe access system that is always active, except during

athletic events, restricting access to members of the William Jewell Community and area residents who are paid members of the Mabee Center.

The issuance of keys and after-hours card access is restricted to staff and faculty approved by their respective department chair or administrative head. The Department of Facilities Management maintains a record of all issued keys and card access capabilities. All community members are expected to adhere to the following standards:

#### Residential Facilities

- All residential facilities are locked 24/7 and can only be accessed by residents with their student ID cards.
- Residents are responsible for keeping their room doors locked when they are not present.
- Visitors must be always escorted by a resident while in residential facilities.
- Lost or stolen student ID cards must be reported to the Department of Facilities Management immediately.

#### Non-Residential Campus Buildings

- All non-residential campus buildings are unlocked and open to the community during regular operational hours, typically Monday – Friday between 7 a.m. and 6 p.m.
- The Mabee Center has a card swipe access system that is always engaged and operational (except for athletic events), restricting access to members of the William Jewell Community and area residents who are paid members of the Mabee Center.
- Keys (and after-hours card access) are only issued to staff and faculty approved by their respective department chair or administrative head.

#### General Access Policies

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

#### Additional Information

- Keys to the offices, laboratories, and classrooms on campus will be issued to employees only as needed and after receiving the proper authorization.

- Employees must adhere to policies regarding unauthorized access to school facilities, theft of or damage to school property, or other criminal activity. Rendering inoperable or abusing fire prevention or detection equipment is prohibited. Violating these policies may lead to disciplinary action, 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**

The campus facilities are maintained by the Department of Facilities Management and patrolled by Campus Safety. Campus Facilities Management maintains campus buildings, grounds, and roadways with a concern for safety and security. They inspect campus facilities regularly, make repairs affecting safety and security, and respond to reports of potential safety and security hazards, such as broken windows, locks, overgrown brush, and lighting deficiencies.

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

The College seeks to enhance the security of its campus and the members of the campus community by periodically presenting educational programs to inform students and employees about campus security procedures and practices, to encourage students and employees to be responsible for their security and the security of others and to inform them about the prevention of crimes. These programs are discussed below.

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

All fraternity and sorority chapters have nationally mandated training to complete each year regarding crime prevention, safety, and alcohol and drug prevention and safety.

Mandatory alcohol education is required for all first-year students via an online course administered by the Office of Student Life. Please complete the course to ensure the student can obtain an alcohol-approved I.D.

The Director of Campus Safety also provides information at the beginning of the academic year and periodically for students and employees regarding the College's safety and security procedures and practices. This information is generally an email to all employees and students via their Jewell email account. These messages include information concerning the locking schedule for buildings, new technology-based safety practices on campus, car safety, personal safety, I.D. card instruction, and how to report crimes and incidents to Campus Safety.

Emergency notification policies and practices are also emailed to all employees and students at the beginning of each academic year. Emergency notification capabilities include text alerts, voice calling, and email. Emergency response posters are in areas of prominence on



campus and the "Emergency Response Guide" is located at [jewell.edu/sites/default/files/pdf/emergency\\_preparation\\_poster.pdf](http://jewell.edu/sites/default/files/pdf/emergency_preparation_poster.pdf).

### **Monitoring Off Campus Locations of Recognized Student Organizations**

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.

### **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 the College against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased due to 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 are given the results without the need to make a written request.

## **Drug and Alcohol Policy**

William Jewell College is committed to creating and maintaining an environment that is free of alcohol abuse. The College enforces the state's underage drinking laws. The illegal possession or use of alcohol is prohibited by the College.

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. The College's policies on the possession, use, and sale of illegal drugs can be found below.

### **Federal Drug Laws (updated 08.01.2023)**

**Denial of Federal Benefits (21 U.S.C. § 862)** A federal drug conviction may result in the loss of federal benefits, including loans, grants, scholarships, contracts, and licenses, although the Department of Education has said it will no longer disqualify students from Title IV aid for a federal or state conviction for possession or sale of a controlled substance.

**Forfeiture of Personal Property and Real Estate (21 U.S.C. § 853)** Any person convicted of a federal drug offense punishable by more than one year in prison shall forfeit to the United States any personal or real property related to the violation. A warrant of seizure may be issued, and property seized at the time an individual is arrested on charges that may result in forfeiture.

**Federal Drug Trafficking Penalties (21 U.S.C. § 841)** Penalties for federal drug trafficking convictions vary according to the type and quantity of the controlled substance involved in the transaction. Penalties for subsequent convictions are more severe. Federally defined schedules of controlled substances are published at 21 U.S.C. 812.

In the case of a controlled substance in schedule I or schedule II, GHB (or, “liquid ecstasy”), or flunitrazepam (or, “rohypnol”), a person shall be sentenced to a term of imprisonment of not more than 20 years. If death or serious bodily injury results from the use of a controlled substance which has been illegally distributed, the person convicted on federal charges of distributing the substance faces the possibility of a life sentence and fines ranging up to \$10 million.

In the case of a controlled substance in schedule III, a person shall be sentenced to a term of imprisonment of not more than 10 years, and if death or serious bodily injury results, shall be sentenced to a term of imprisonment of not more than 15 years or a fine not to exceed \$500,000, or both, for a first offense.

For less than 50 kilograms of marijuana, the term of imprisonment shall not be more than five years, and the fine shall not be more than \$250,000, or both, for a first offense.

In the case of a schedule IV substance, the term of imprisonment shall not be more than five years, and the fine shall not be more than \$250,000, or both, for a first offense.

Persons convicted on federal charges of drug trafficking within 1,000 feet of an elementary school, secondary school, college, or university (**21 U.S.C. § 860**) face penalties of prison terms and fines which are twice as high as the regular penalties for the offense, with a mandatory prison sentence of at least one year, unless the offense involves five grams or less of marijuana.

**Federal Drug Possession Penalties (21 U.S.C. § 844)** Persons convicted on federal charges of possessing any controlled substance face penalties of up to one year in prison, a mandatory fine of no less than \$1,000, or both. Second convictions are punishable by not less than 15 days but not more than two years in prison and a minimum fine of \$2,500. Subsequent convictions are punishable by not less than 90 days but not more than three years in prison and a minimum fine of \$5,000.

For the most recent and complete Federal Trafficking Penalties information, visit the website of the U.S. Drug Enforcement Administration at [www.campusdrugprevention.gov/sites/default/files/2022-07/Federal\\_Trafficking\\_Penalties\\_Chart\\_6-23-22.pdf](http://www.campusdrugprevention.gov/sites/default/files/2022-07/Federal_Trafficking_Penalties_Chart_6-23-22.pdf).

### Drug and Alcohol State Laws

Category	Summary (Missouri Revised Statutes)
Possession of Marijuana	Statutorily, marijuana remains a Schedule I controlled substance. Mo. Rev. Stat. § 195.017(2)(3) (ff). Possession for personal use of less than 10 grams for a first offense is a class D misdemeanor with a maximum fine of \$500 and no jail time. § 579.015(4). For a second offense, the charge elevates to a class A misdemeanor with a maximum fine of \$2,000 and up to one year in jail. § 579.015(4). The same punishment applies to possession of more than ten grams but thirty-five grams or less of marijuana or synthetic cannabinoid. § 579.015(3). Possessing more than 35 grams is a class D felony with a maximum fine of \$10,000 and up to 7 years in jail. § 579.015(2). Notwithstanding the foregoing, the use of recreational marijuana was legalized via a ballot amendment to the

Category	Summary (Missouri Revised Statutes)
	Missouri Constitution in 2022. As of December 8, 2022, individuals over the age of twenty-one may purchase, possess, and consume up to 3 ounces of dried marijuana. Mo. Const. art. XIV § 2. Medical marijuana for certain conditions is allowed, and up to four ounces may be purchased every 30 days. Mo. Const. art. XIV § 1.
Controlled Substances	Missouri statutes cover a wide range of offenses related to the possession and delivery of controlled substances. Mo. Rev. Stat. §§ 579.015–579.040. Possession of a controlled substance, except thirty-five grams or less of marijuana, is a class D felony, with a term of up to seven years and a fine up to \$10,000. § 579.015(1). Delivery of a controlled substance other than 35 grams or less of marijuana is a class C felony, resulting in a prison term of not less than 3 years and not more than 10 years, and a fine up to \$10,000. §§ 579.020(2), 558.002, 558.011. If a controlled substance is distributed or delivered within one thousand feet of a park designed for public recreation purposes or on public housing property, the charge elevates to a class A felony, resulting in imprisonment between 10 or 30 years or life imprisonment. §§ 579.030, 558.011. Notwithstanding the foregoing, the use of recreational marijuana was legalized via a ballot amendment to the Missouri Constitution in 2022. As of December 8, 2022, individuals over the age of twenty-one may purchase, possess, and consume up to 3 ounces of dried marijuana. Mo. Const. art. XIV § 2.
Alcohol and Minors	In Missouri, it is illegal for anyone under the age of 21 to possess, purchase, or attempt to purchase any intoxicating liquor, subject to class D misdemeanor carrying a fine not to exceed \$500. §§ 311.325, 558.002. A subsequent violation is a class A misdemeanor, subject to a term of up to one year in jail and a fine not to exceed \$2,000. <i>Id.</i> ; § 558.011(6). Anyone between the ages of 17 and 21 who represents that s/he is 21 for the purpose of obtaining intoxicating liquor is guilty of a misdemeanor. § 311.320(1). The use of fake identification is subject to a \$500 fine. § 311.320(2). An attempt to purchase, or possession of alcohol, may also result in license suspension. § 311.325(1).
Driving Under the Influence (DUI)	A person is guilty of DUI if the person has a blood alcohol concentration of 0.08 percent. § 577.012. A first offense results in a class B misdemeanor resulting in a suspended license for 30 days then a restricted license for 60 days and may require a certified ignition interlock device. § 302.525(2)(1). A second offense within five years results in a one-year restricted license and additional penalties. <i>Id.</i>

### Drug and Alcohol Abuse Prevention Program

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

The College strongly supports education and treatment programs as the most effective means to help prevent and reduce alcohol abuse. In addition, the College is committed to providing an academic and social environment that supports individual freedom while promoting

individual responsibility, health and safety, and community welfare. All new incoming students complete the Alcohol Abuse and Prevention online training through United Educators. Occasional training opportunities are provided to various student groups throughout the year.

Questions about these related policies, alcohol and other drug use, programs, or interventions should be directed to the Dean of Students. Drug abuse and prevention information, policies, and the Biennial Report can be viewed at <https://www.jewell.edu/student-consumer-information>. The policies on drugs and alcohol can be found below:

- Student Alcohol Policy: <https://www.jewell.edu/alcohol-policy-students>.
- Employee Alcohol Policy: <https://www.jewell.edu/alcohol-policy-employee>.
- Alcohol Policies Board of Trustees Statement: <https://www.jewell.edu/alcohol-policy-board-trustees-statement>.
- Illegal Drugs and Narcotics Policy: <https://jewell.edu/illegal-drugs-and-narcotics-policy>.

## **Policies, Procedures, and Programs Related to Dating Violence, Domestic Violence, Sexual Assault, and Stalking**

Consistent with applicable laws, the College prohibits dating violence, domestic violence, sexual assault, and stalking. The College's policy used to address complaints of this nature, as well as the procedures for filing, investigating, and resolving complaints, may be found at:

- Sexual Harassment Policy: [jewell.edu/sexual-harassment-policy](http://jewell.edu/sexual-harassment-policy)
- General Anti-harassment Policy: [jewell.edu/anti-harassment-and-grievance](http://jewell.edu/anti-harassment-and-grievance)
- Employee Conduct Policy: [jewell.edu/employee-conduct](http://jewell.edu/employee-conduct)
- Student Standard of Conduct: [jewell.edu/standard-of-conduct](http://jewell.edu/standard-of-conduct)

The following sections of this report discuss the College's educational programs to promote the awareness of dating violence, domestic 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. The PPAP advises campus community members that the College prohibits the offenses of dating violence, domestic violence, sexual assault and stalking. They are also informed of the topics discussed below, including relevant definitions, risk reduction, and bystander intervention.

## Crime Definitions

Crime Type (Missouri Revised Statues)	Definitions
Dating Violence	The institution has determined, based on good-faith research, that Missouri law does not define the term dating violence.
Domestic Violence	<p>Missouri's protective order statutes provide the following definitions (Mo. Rev. Stat. § 455.010):</p> <ul style="list-style-type: none"> <li>• “Abuse”, includes but is not limited to the occurrence of any of the following acts, attempts or threats against a person who may be protected pursuant to this chapter, except abuse shall not include abuse inflicted on a child by accidental means by an adult household member or discipline of a child, including spanking, in a reasonable manner.</li> <li>• “Domestic violence” is abuse or stalking committed by a family or household member.</li> <li>• “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.</li> </ul> <p>In addition, Missouri criminal statutes include various degrees of the crime “Domestic Assault,” as follows:</p> <ul style="list-style-type: none"> <li>• Domestic Assault, First Degree (Mo. Rev. Stat. § 565.072): 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>• Domestic Assault in the Second Degree (Mo. Rev. Stat. § 565.073): 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: (1) 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 (2) Recklessly causes serious physical injury to such domestic victim; or (3) Recklessly causes physical injury to such domestic victim by means of any deadly weapon.</li> </ul>

<b>Crime Type (Missouri Revised Statues)</b>	<b>Definitions</b>
	<ul style="list-style-type: none"> <li>• Domestic Assault, Third Degree (Mo. Rev. Stat. § 565.074): 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>• Domestic Assault in the Fourth Degree (Mo. Rev. Stat. § 565.076): 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: (1) The person attempts to cause or recklessly causes physical injury, physical pain, or illness to such domestic victim; (2) With criminal negligence the person causes physical injury to such domestic victim by means of a deadly weapon or dangerous instrument; (3) The person purposely places such domestic victim in apprehension of immediate physical injury by any means; (4) The person recklessly engages in conduct which creates a substantial risk of death or serious physical injury to such domestic victim; (5) The person knowingly causes physical contact with such domestic victim knowing he or she will regard the contact as offensive; or (6) 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	<ul style="list-style-type: none"> <li>• Stalking, First Degree (Mo. Rev. Stat. § 565.225): 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: (1) 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 (2) 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 (3) 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 (4) 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 (5) He or she has previously been found guilty of</li> </ul>

<b>Crime Type (Missouri Revised Statues)</b>	<b>Definitions</b>
	<p>domestic assault, violation of an order of protection, or any other crime where the other person was the victim; or (6) 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.</p> <ul style="list-style-type: none"> <li>• Stalking, Second Degree (Mo. Rev. Stat. § 565.227.1): 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> <li>• As used in the definitions of stalking above, 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> </ul>
Sexual Assault	<p>The institution has determined, based on good-faith research, that Missouri's criminal statutes do not define the term sexual assault.</p> <p>However, Missouri's protective order statutes indicate that "sexual assault" means 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. (Mo. Rev. Stat. § 455.010(1)(e)).</p>
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 in the First Degree (Mo. Rev. Stat. § 566.030): 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> <li>• Rape in the Second Degree (Mo. Rev. Stat. § 566.031): 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>• 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. § 568.020.1): 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: (1) Ancestor or descendant by blood or adoption; or (2) Stepchild, while the marriage creating that relationship exists; or (3) Brother</li> </ul>

<b>Crime Type (Missouri Revised Statues)</b>	<b>Definitions</b>
	<p>or sister of the whole or half-blood; or (4) Uncle, aunt, nephew or niece of the whole blood.</p> <ul style="list-style-type: none"> <li>• Statutory Rape, First Degree (Mo. Rev. Stat. § 566.032): 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>• Statutory Rape, Second Degree (Mo. Rev. Stat. § 566.034.1): 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>
Other "sexual assault" crimes	<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 in the First Degree (Mo. Rev. Stat. § 566.060): 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>• Sodomy in the Second Degree (Mo. Rev. Stat. § 566.061): 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> <li>• Statutory Sodomy, First Degree (Mo. Rev. Stat. § 566.062): 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 (14) years of age.</li> <li>• Statutory Sodomy, Second Degree (Mo. Rev. Stat. § 566.064): 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> <li>• Child Molestation, First Degree (Mo. Rev. Stat. § 566.067): A person commits the offense of child molestation in the first degree if he or she subjects another person who is less than fourteen (14) years of age to sexual contact and the offense is an aggravated sexual offense.</li> <li>• Child Molestation, Second Degree (Mo. Rev. Stat. § 566.068): A person commits the offense of child molestation in the second degree if he or she: (1) Subjects a child who is less than twelve years of age to sexual contact; or (2) Being more than four years older than a child who is less than seventeen years of age, subjects</li> </ul>



<b>Crime Type (Missouri Revised Statues)</b>	<b>Definitions</b>
	<p>the child to sexual contact and the offense is an aggravated sexual offense.</p> <ul style="list-style-type: none"> <li>• Child Molestation, Third Degree (Mo. Rev. Stat. § 566.069): 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>• Child Molestation, Fourth Degree (Mo. Rev. Stat. § 566.071): 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): A person commits the offense of sexual misconduct involving a child if such person: (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; (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; (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 (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> <li>• Sexual Misconduct, First Degree (Mo. Rev. Stat. § 566.093): A person commits the offense of sexual misconduct in the first degree if such person: (1) 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; (2) 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 (3) Has sexual intercourse or deviate sexual intercourse in a public place in the presence of a third person.</li> <li>• Second Degree Sexual Misconduct (Mo. Rev. Stat. § 566.095): 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 when he or she knows that such request or solicitation is likely to cause affront or alarm.</li> <li>• Sexual Abuse in the First Degree (Mo. Rev. Stat. § 566.100): 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>• Sexual Abuse, Second Degree (Mo. Rev. Stat. § 566.101): A person commits the offense of sexual abuse in the second degree if</li> </ul>

<b>Crime Type (Missouri Revised Statues)</b>	<b>Definitions</b>
	he or she purposely subjects another person to sexual contact without that person's consent.
Consent (as it relates to sexual activity) (Mo. Rev. Stat. § 556.061(14))	Consent or lack of consent may be expressed or implied. Assent does not constitute consent if: (a) 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 (b) 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 (c) It is induced by force, duress or deception.

### *College Definition of Consent*

In addition to the definition of consent under state law, the College uses the following definition of consent in its sexual harassment policy for the purpose of determining whether sexual violence (including sexual assault) has occurred: “Consent” refers to words or actions that a reasonable person, in the perspective of the respondent, would understand as agreement to engage in the sexual conduct at issue. A person who is Incapacitated is not capable of giving Consent. Consent must be given voluntarily. It cannot be procured through physical violence, threats, blackmail, or other unreasonable pressure for sexual activity.

### *Risk Reduction*

Recognizing warning signs of an abusive person is crucial for personal safety and the well-being of those around them. Abusive individuals often display a range of behaviors that may include but are not limited to excessive jealousy, possessiveness, and isolation from friends and family. They may frequently belittle or insult their partner, undermining their self-esteem. Emotional manipulation, such as guilt-tripping or gaslighting, is another red flag.

Physical aggression or the threat of violence is a clear indicator of an abusive relationship. Monitoring or controlling a partner's activities, such as checking their phone or dictating their daily schedule, is also concerning. Trust your instincts; if something feels off or you notice these signs in someone's behavior, it's essential to seek support and guidance to address the situation and ensure safety.

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

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

- Attend large parties with friends you trust. Watch out for your friends and ask that they watch out for you.
- Be aware of someone trying to slip you an incapacitating “rape drug” like Rohypnol or GHB.

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

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

#### *Bystander Intervention*

- 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.

#### *Other Information Covered by the PPAP*

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 College. Methods include, but are not limited to online presentations, distribution of written materials, periodic email blasts, guest speakers, student led programming, and tabling events. Past programming and currently planned programming include the following:

### *PPAP Students*

Spring/Summer Semester 2022: New students completed three online training courses from United Educators in the Spring. These courses were: “Show Some Respect: Prevent Harassment,” “Know Your Limit-Alcohol Awareness and Prevention,” and “Impressions: Recognizing, Preventing, and Reporting Sexual Assault.” Students were unable to move into their dorms until they completed the courses. Students who resided off-campus received follow-up reminders until they completed their classes.

Fall Semester 2022: New students completed two training requirements: new students were required to complete three online courses from United Educators: “Show Some Respect: Prevent Harassment,” “Know Your Limit-Alcohol Awareness and Prevention,” and “Impressions: Recognizing, Preventing, and Reporting Sexual Assault.” Students were unable to move into their dorms until they completed the courses. Students who resided off-campus received follow-up reminders until they completed their classes.

### *PPAP Employees*

New William Jewell College employees complete two training requirements:

- (1) Read and agree-to, in writing, the College’s Anti-Harassment Policy and Grievance Procedures and the Jewell Non-Discrimination policy, and
- (2) Complete one online training course from United Educators as follows: Workplace Harassment: What Would You Do?

### *PPAP for Volunteers/Paid Staff with Summer Camps Involving Minors*

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

1. Read and agree-to in writing the College’s policy on “Minors on Campus.” The policy is located here: [jewell.edu/minors-on-campus-policy](http://jewell.edu/minors-on-campus-policy); and
2. Complete the online course from United Educators, "Prevent Discrimination and Harassment Together."

### *OPAC Employees*

William Jewell College employees are required to attend the annual policy training in August. The training was provided by Husch Blackwell in August of 2022 and included recent changes to the Title IX regulations, supportive measures for students, employee reporting requirements, and description of the hearing and resolution process.

### *OPAC Students*

The “Consent and Bystander Intervention Bathroom Campaign” continued this year. Bystander intervention blue posters and red consent posters continue to be updated and hung in all campus bathrooms (back of stalls).

The “Donut Forget to Get Consent” event handed out over 350 donuts and consent messages to students and employees during the first week of classes in September. The event was held to educate the community on the role of alcohol in sexual assault and to remind everyone of the importance of obtaining consent.

Every year the College hosts various activities for the Jewell Community during the month of April, which is Sexual Assault Awareness Month (SAAM). Several events were hosted in the Yate-Gill College Union building. Tabling events were held weekly in the Union in which students were provided information on sexual assault prevention. The students were also invited to write messages about the importance of consent on a large banner that hung in the Union for the month.

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

If you are a victim of dating violence, domestic violence, sexual assault, or stalking, go to a safe place and call 911 or the Office of Campus Safety at 1411 from a campus phone or 816-365-0709. You may also contact the College's Title IX Coordinator at 816-415-5085 or [dubinskyj@william.jewell.edu](mailto:dubinskyj@william.jewell.edu).

### **Reporting Sexual Harassment**

Any person may report Sexual Harassment to the Title IX Coordinator or a Deputy Title IX Coordinator. Reports may be made in person, by regular mail, telephone, electronic mail, or by any other means that results in the Title IX Coordinator receiving the person’s verbal or written report. In-person reports must be made during normal business hours, but reports can be made by regular mail, telephone, or electronic mail at any time, including outside normal business hours.

The name and contact information for the Title IX Coordinator and Deputy Title IX Coordinators are:

#### *Title IX Coordinator:*

Julie Dubinsky, Director of Human Resources and Title IX Coordinator  
109 Curry Hall  
500 College Hill  
Liberty, MO 64068  
816-415-5085  
[dubinskyj@william.jewell.edu](mailto:dubinskyj@william.jewell.edu)

#### *Deputy Title IX Coordinator:*

Mike Crutchfield, Campus Safety Director and Deputy Title IX Coordinator  
124 Curry Hall  
500 College Hill  
Liberty, MO 64068  
816-415-6335  
[crutchfieldm@william.jewell.edu](mailto:crutchfieldm@william.jewell.edu)

In addition to reporting to the Title IX Coordinator or Deputy Title IX Coordinator, any person may report Sexual Harassment to any College employee who must promptly forward such report of Sexual Harassment to the Title IX Coordinator or Deputy Title IX Coordinator.

A person may also file a complaint of sexual harassment with the United States Department of Education's Office for Civil Rights regarding an alleged violation of Title IX by visiting <https://www2.ed.gov/about/offices/list/ocr/complaintintro.html> or by calling 1-800-421-3481.

The sole exceptions to the mandatory reporting requirement for employees are the Office of the Chaplain, the Mental Health Professionals at Counseling Services, and the Medical Professionals at the Student Health Center ("Confidential Resources") who are not mandatory reporters and who are available to have confidential conversations with students. (Confidential Resources will not disclose information reported to them unless specifically required by federal, state, or local law, such as in the case of sexual abuse of minors. Medical Professionals from the Student Health Center and the Counseling Services staff may make non-identifiable statistical disclosures for purposes of the College's Clery Act Annual Security and Fire Safety Report.)

The contact information for Confidential Resources is:

**Professional Counselors at Counseling Services**

Melissa Hazlett  
Curry Hall – Intermediate Level  
500 College Hill  
Liberty, MO 64068  
816-415-5946  
[counselingservices@william.jewell.edu](mailto:counselingservices@william.jewell.edu)

**Medical Professionals at the Student Health Center**

Curry Hall – Intermediate Level  
500 College Hill  
Liberty, MO 64068  
816-415-5020  
[healthcenter@william.jewell.edu](mailto:healthcenter@william.jewell.edu)

Contact information for various community-based support and advocacy groups is available from the Title IX Coordinator or Deputy Title IX Coordinator upon request.

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.
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.

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.

#### *Preservation of Evidence & Forensic Examinations*

Victims of physical assault are advised to not remove clothing items worn during or following an assault, as they frequently contain valuable fiber, hair, and fluid evidence. Don't bathe or wash, or otherwise clean the environment in which the assault occurred. You can obtain a forensic examination at Liberty Hospital, 2525 Glenn Hendren Drive, Liberty, MO 64068, 816-781-7200.

Completing a forensic examination does not require you to file a police report, but having a forensic examination will help preserve evidence in case you decide later to file a police report.

Victims are also advised to retain evidence in electronic formats (e.g., text messages, emails, photos, social media posts, screenshots, etc.). Such evidence is valuable in all situations, and it may be the only type of evidence available in instances of stalking.

#### *Security/Law Enforcement & How to Make a Police Report*

- The Office of Campus Safety, dial 1-4-1-1 from any telephone on campus or 816-365-0709
- Liberty Police Department, dial 9-1-1 or dispatch at 816-439-4701, 101 East Kansas Street, Liberty, MO 64068.
- To make a police report, a victim should contact the local police agency listed above either by phone or in-person. The victim should provide as much information as possible, including name, address, and when and what occurred, to the best of the victim's ability.

#### *Information about Legal Protection Orders*

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: [courts.mo.gov/page.jsp?id=533](https://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: [courts.mo.gov/file.jsp?id=69655](https://courts.mo.gov/file.jsp?id=69655).

- A Petition for Order of Protection should be filed for in the 16th Circuit of Jackson County's Kansas City Courthouse. The address is: 415 E. 12th Street, Kansas City, Missouri 64106. The phone number is 816-881-3971. More information is available here: [16thcircuit.org/domestic-violence](https://16thcircuit.org/domestic-violence).
- Information about obtaining an Order of Protection in Jackson County can be found here: [16thcircuit.org/Data/Sites/1/media/Civil\\_Records/booklet-16.pdf](https://16thcircuit.org/Data/Sites/1/media/Civil_Records/booklet-16.pdf).
- The circuit court clerk's office can provide the necessary forms and may assist in completing the forms. Forms may also be found online at: [courts.mo.gov/file.jsp?id=537](https://courts.mo.gov/file.jsp?id=537). A victim should be prepared to present documentation and/or other forms of evidence when filing for an order of protection.

Victims may contact local domestic violence and sexual assault advocates for assistance in obtaining a protection order.

- The Kansas City Missouri Police Department provides advocates for victims of domestic violence through their Victim Services Office. The KCPD is located at: 1125 Locust, Kansas City, Mo. 64106. The Victim Advocate phone number is: 816-234-5205. More information may be found at: [kcpd.org/crime/victim-resources/](http://kcpd.org/crime/victim-resources/)

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

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

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

### **Available Victim Services**

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

### **College Resources**

- Health and Personal Crisis Support for Victims of Sexual Violence-On Campus 816-415-5946
- William Jewell College Counseling and Health Services 816-415-5020
- William Jewell College Nurse Practitioner
- Employee Assistance Program (Mental Health Support) – William Jewell College 816-532-7220
- Victim Advocacy 816-736-8300
- Student Financial Aid Assistance – On-Campus 816-415-5973 Financial Aid Office-William Jewell College



## **State/Local Resources**

- Health and Personal Crisis Support for Victims of Sexual Violence-Off-Campus 816-781-7200 Liberty Hospital 2525 Glenn Hendren Drive, Liberty, Missouri 64068 816-531-0233
- MOCSA - Metropolitan Organization to Counter Sexual Assault 3100 Broadway, Suite 400 C, KC, MO 64111 816-452-8535
- Safehaven/Northland (Hotline) 877-842-0818
- Safehaven/Northland (Office) Domestic Violence Shelter for Women and Teens 310 Armour Rd., North Kansas City, MO 64116 816-471-5800
- Newhouse Hotline 877-720-7770
- St. Luke's, Northland Hospital (Smithville Campus): 601 South 169 Highway, Smithville, MO 64089 816-468-0400
- Tri-County Community Mental Health Services, Inc. 3100 83rd Street, Kansas City, MO 64119 816-235-8162
- Research Psychiatric Center 2323 E. 63rd, Kansas City, MO Inpatient treatment, partial hospitalization and ILP for mental health, chemical dependency and dual diagnosis. 816-373-6400 or 913-339-9933
- 988 Suicide and Crisis Lifeline
- Clay County Prosecuting Attorney Victim Advocate 816-881-3555
- Jackson County Prosecuting Attorney Victim Advocate 816-513-3927
- Domestic Violence Victim Assistance Program 800-698-9199
- Missouri Victim Assistance Network

## **National Resources**

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

Sometimes a victim of a crime may feel the need to take a leave of absence from school. If a student is considering a leave of absence based on the circumstances of a complaint, he/she should understand there may be financial aid implications in taking such leave. This should be discussed with financial aid personnel, and the Title IX Coordinator can assist in facilitating this conversation if desired.

## **Accommodations and 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.

The College will provide written notification to the complainant about options for, and available assistance in, changing academic, living, transportation, and working situations or protective/supportive measures. The College will offer and make available Supportive Measures to the complainant regardless of whether the complainant elects to file a Formal

Complaint. Contemporaneously with the respondent being notified of a Formal Complaint, the Title IX Coordinator will notify the respondent of the availability of Supportive Measures for the respondent, and the College will offer and make available Supportive Measures to the respondent in the same way it offers and makes them available to the complainant. The College will also offer and make available Supportive Measures to the respondent prior to the respondent being notified of a Formal Complaint if the respondent requests such measures.

Requests of this nature should be made to the Title IX Coordinator at 816-415-5085 or [dubinskyj@william.jewell.edu](mailto:dubinskyj@william.jewell.edu). The Title IX Coordinator is responsible for deciding what, if any, accommodations or protective measures will be implemented.

At any time after receiving a report of Sexual Harassment, the Title IX Coordinator may remove a student respondent from the College's education programs and activities on a temporary basis if an individualized safety and risk analysis determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of Sexual Harassment justifies removal. In the event the Title IX Coordinator imposes an interim removal, the Title IX Coordinator must offer to meet with the respondent within twenty-four hours and provide the respondent an opportunity to challenge the interim removal.

In the case of a respondent who a non-student employee (administrator, faculty, or staff) is, and in its discretion, the College may place the respondent on administrative leave at any time after receiving a report of Sexual Harassment, including during the pendency of the investigation and adjudication process.

For all other respondents, including independent contractors and guests, the College retains broad discretion to prohibit such persons from entering onto its campus and other properties at any time, and for any reason, whether after receiving a report of Sexual Harassment or otherwise.

If a reported incident of sexual harassment may also violate another policy or standard, such as the Student Standard of Conduct, Faculty Handbook, or other College policies and standards, the College may take interim measures under that other policy or standard, even if the incident is not found to be sexual harassment.

When determining the reasonableness of such a request, the College 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 class 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 accommodation or protective measures provided for 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 to implement the accommodation or protective measure.

Such decisions will be made by the College considering 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 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**

Steps for filing a complaint:

- The complainant can report the incident to Title IX Coordinator Julie Dubinski at 816-415-5085 or email [dubinskyj@william.jewell.edu](mailto:dubinskyj@william.jewell.edu). The Deputy Title IX Coordinator at 816-415-6335 or email [crutchfieldm@william.jewell.edu](mailto:crutchfieldm@william.jewell.edu).
- Complaints can also be filed online using the following form [williamjewell.formstack.com/forms/concerning\\_behavior\\_report](http://williamjewell.formstack.com/forms/concerning_behavior_report).
- The college official will meet with the complainant to gather information about the incident and to discuss the complainant's options.
- The college official will investigate the incident and gather all relevant evidence. T
- The college official will meet with the respondent to discuss the allegations and to give the respondent an opportunity to respond.
- The college official will determine whether the allegations are substantiated.

Allegations of dating violence, domestic violence, sexual assault, and stalking are processed through procedures that are detailed in the College's Sexual Harassment Policy or the Anti-harassment Policy and Grievance Procedures. These procedures are utilized whenever a complaint of this nature is made, regardless of the status of the complainant and respondent. Once a complaint is made, the Anti-Harassment Coordinator will conduct a preliminary assessment as soon as practicable. The purpose of the preliminary assessment is to determine:

- Whether the conduct, as reported, falls, or could fall within the scope of the policy.
- Whether the conduct, as reported, constitutes, or could constitute Sexual Harassment.

If the Title IX Coordinator determines that the conduct reported could not fall within the scope of the policy, and/or could not constitute Sexual Harassment, even if investigated, the Title IX Coordinator will close the matter and may notify the reporting party if doing so is consistent with the Family Educational Rights and Privacy Act ("FERPA").

The Title IX Coordinator may refer the report to other College offices, as appropriate, for resolution under other applicable policies and standards including the Employee Conduct Policy and The Student Standard of Conduct. The General Anti-Harassment Policy would also be reviewed to determine if allegations would be addressed in this policy. The College is committed to addressing complaints as quickly as feasible.

## **Procedures for disciplinary action under the Sexual Anti-Harassment Policy**

Step 1: Initial Assessment (Within 5 Days)

- The Title IX Coordinator or designee conducts an initial assessment of the complaint to determine if it falls under the purview of the Sexual Harassment Policy or the Anti-harassment Policy and Grievance Procedures.

- If the complaint involves dating violence, domestic violence, sexual assault, or stalking, it proceeds under the relevant policy, regardless of the status of the complainant and respondent.

#### Step 2: Interim Measures (Within 10 Days)

- Interim measures, such as counseling, academic support, or no-contact orders, are implemented to ensure the safety and well-being of the complainant and the College community during the investigation process.

#### Step 3: Investigation (Within 60 Days)

- An impartial investigator is appointed to conduct a thorough and fair investigation.
- Both the complainant and respondent can provide statements, evidence, and identify witnesses.
- The investigator interviews relevant witnesses and reviews any pertinent documents.

#### Step 4: Report and Determination (Within 20 Days of Investigation)

- The investigator submits a written report detailing the findings of the investigation.
- The Title IX Coordinator or designee reviews the report and determines if there is sufficient evidence to proceed with disciplinary action.

#### Step 5: Decision on Disciplinary Proceeding

- If there is sufficient evidence, the College determines the type of proceeding:
  - If it falls under the Sexual Harassment Policy, a formal hearing is conducted by a trained hearing panel.
  - If it falls under the Anti-harassment Policy and Grievance Procedures, an appropriate resolution process is initiated, which may include mediation, informal resolution, or formal resolution.

#### Step 6: Disciplinary Action (Within 45 Days of Decision)

- In the event the hearing officer determines that the respondent is responsible for violating this policy, the hearing officer will, prior to issuing a written decision, consult with an appropriate College official with disciplinary authority over the respondent, and such official will determine any discipline to be imposed.
- Before issuing a written decision, the hearing officer will also consult with the Title IX Coordinator, who will determine whether and to what extent ongoing support measures or other remedies will be provided to the complainant. The length of each adjudication by hearing will vary, but the College strives to issue the hearing officer's written determination within fourteen (14) days of the conclusion of the hearing.
- The Parties may choose to agree in writing to an informal resolution at any time during the proceedings. The College strives to complete informal adjudication, including administrative adjudication, within twenty-one (21) days.

#### Step 7: Appeals

- Either party may appeal the determination of an adjudication or a dismissal of a Formal Complaint within seven (7) days of the date they receive notice of dismissal or determination appealed from or, if the other party appeals, within three (3) days of the other party appealing, whichever is later. The appeal must be submitted in writing to the President of the College, who serves as the appeal officer. Although the length of each appeal will vary, the College strives to issue the appeal officer's written decision within twenty-one (21) days of an appeal being made.

#### Step 8: Resolution and Reporting

- The College ensures that any necessary remedies, support, or accommodations are provided to the complainant.
- The College maintains records of the complaint, investigation, and resolution while protecting the confidentiality of all parties involved.

### **Procedures for disciplinary action under the General Anti-Harassment Policy**

#### **Timeline of the Process for Filing a Complaint and Determining the Appropriate Process to Use**

##### Step 1: Prompt reporting

William Jewell College encourages individuals to report discrimination and harassment immediately. Late reporting may limit the college's ability to investigate and respond effectively and to provide support and services to the complainant.

##### Step 2: Investigation initiation

Once a complaint is made, the Anti-Harassment Coordinator will investigate it as soon as practicable. The purpose of the investigation is to determine whether it is more likely than not that the alleged behavior occurred and, if so, whether it constitutes prohibited discrimination or harassment.

##### Step 3: Information gathering.

The Anti-Harassment Coordinator will review information and testimony provided by both the complainant and the respondent and may take additional actions to gather pertinent information, including consulting with other experts, such as legal counsel. Steps may include interviewing others with relevant knowledge, reviewing documentary materials, and conducting site visits.

##### Step 4: Investigation conclusion

After the investigation, the Anti-Harassment Coordinator will prepare a written report. The report will explain whether a preponderance of the evidence substantiated any allegations in the complaint.

##### Step 5: Determination

The Vice President of Academic Affairs and the Vice President of Operations and Finance will review the report and determine the appropriate process. The college will consider several factors in making this determination, including the severity of the allegations, the respondent's prior disciplinary history, the complainant's wishes, and the impact of the incident on the campus community. They may also seek input from other individuals, such as the department chair or supervisor of the respondent.

##### Step 6: Corrective and remedial action

If the college determines that the appropriate process is a formal investigation and determination, and if the allegations are substantiated, the college will take appropriate corrective and remedial action. This may include disciplinary action against the respondent, support services for the complainant, and steps to prevent future misconduct. The corrective and remedial action may be tailored to the case's specific circumstances and may include a combination of these measures.

### Step 7: Appeal process

The complainant and the respondent have the right to appeal the determination to the William Jewell College President within ten (10) days of receiving the written determination. The President will resolve the appeal within fifteen (15) days of receiving it and may take any actions that he or she determines to be in the interest of a fair and just decision. The decision of the President is final.

### **Informal resolution**

Informal means of resolution, such as mediation, may be used in place of the formal investigation and determination procedure. However, informal means are only used with the complainant's voluntary cooperation and the involvement of the Anti-Harassment Coordinator. The complainant will not be required to work out the problem directly with the respondent. Moreover, the Anti-Harassment Coordinator will inform the complainant of his or her right to terminate such informal means at any time. In any event, informal means, even voluntarily, will not be used to resolve complaints alleging sexual violence.

### **Determining the appropriate process to use**

The college will determine the appropriate process based on each case's specific circumstances, including the severity of the allegations, the respondent's prior disciplinary history, the complainant's wishes, and the impact of the incident on the campus community.

The college will generally use the formal process for more serious allegations, such as sexual assault or dating violence. The college may use the informal process for less severe allegations or allegations that the complainant would prefer to resolve informally.

The complainant and the respondent have the right to be involved in the decision-making process about which process to use.

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

During 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 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 manner 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 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 dating violence, domestic violence, sexual assault, and stalking, including how to conduct the investigation and hearing process that protects the safety of victims and promotes accountability.
  - We conduct annual training with all employees to ensure they are aware of the Policy. We also discuss recognizing sexual harassment, prevention, consent, bystander intervention, mandated reporter, etc. Specialized training is provided to those in key positions, e.g., Title IX Coordinator, Deputy Title IX Coordinator and Investigators, Advisors, Hearing Officer, Appeal Officers, and Decision Makers. This training includes annual Title IX Team training offered through Husch Blackwell and training offered through ATIXA (Association of Title IX Administrators) as well. The Title IX office maintains a professional Institutional membership through ATIXA.
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 if those limits apply equally to both parties.
4. Have the outcome determined using the preponderance of the evidence standard.
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.

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

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

The possible sanctions include warning, reprimand, probation, restitution, fines, loss of privileges, housing probation, suspension or expulsion/termination, and restriction on eligibility to represent the College at any official function or in any intercollegiate competition.

If a suspension is imposed on a student, it may be for part of a semester, a whole semester, or an entire academic year. An employee may be suspended for any length of time determined appropriate by the Director of Human Resources. Following a suspension, the individual must meet with the Dean of Students (student) or Director of Human Resources (employee) to discuss re-entry and expectations going forward.

In addition, the college can make a range of protective measures available to the victim. 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,

modifications to residential housing assignments, allowing a victim to be exempt from the housing requirement, etc.

### **Publicly Available Recordkeeping**

William Jewell College will complete any publicly available recordkeeping, including Clery Act reporting and disclosures, without the inclusion of personally identifiable information about victims of dating violence, domestic 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 dating violence, domestic 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 the Director of Campus Safety Michael Crutchfield at [crutchfieldm@william.jewell.edu](mailto:crutchfieldm@william.jewell.edu). State registry of sex offender information may be accessed here: [mshp.dps.missouri.gov/MSHPWeb/PatrolDivisions/CRID/SOR/SORPage.html](http://mshp.dps.missouri.gov/MSHPWeb/PatrolDivisions/CRID/SOR/SORPage.html).

### **Timely Warnings and Emergency Response**

#### *Timely Warnings*

In the event of criminal activity occurring either on campus or off campus that in the judgment of the President, Vice President of Academic Affairs, Vice-President for Finance and Operations, and Director of Campus Safety constitutes a serious or continuing threat to members of the campus community, a campus-wide “timely warning” will be issued. Examples of such situations may include a sexual assault or a series of motor vehicle thefts in the area that merit a warning because they present a continuing threat to the campus community. Warnings will be communicated to students and employees via one or more of the methods discussed later in this section. Updates to the warnings will be provided as appropriate.

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

- Director of Campus Safety, 816-415-6335 or 816-365-0709 or [campussafety@william.jewell.edu](mailto:campussafety@william.jewell.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.



### *Emergency Response*

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

Students, staff, and visitors are encouraged to notify the Director of Campus Safety at 816-415-6335 of any emergency or potentially dangerous situation. The Director of Campus Safety will access available sources of information from campus administrative staff and local authorities to confirm the existence of the danger. The Director of Campus Safety will initiate the institution's response and marshal the appropriate local emergency response authorities for assistance. Depending on the nature of the emergency, other College departments may be involved in the confirmation process.

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

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

Depending on the segments 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 offer guidance to whether its recipients should shelter in place or evacuate their location.

The Director of Campus Safety will direct the issuance of emergency notifications, which will be accomplished using one or more methods discussed later in this section, depending on the nature of the threat and the segment of the campus community being threatened.

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

### *Methods for Issuing Timely Warnings and Emergency Notifications*

The method(s) listed below may be utilized when the College issues a timely warning or emergency notification to the campus community.

<b>Method</b>	<b>Sign-Up Instructions</b>
Campus Email	All students, faculty, and staff are provided a campus email address
Hard copy postings in public and prominent areas	N/A
Building captain communication within each building	N/A
Campus Text Alert System	Sign into Jewell Self-Service, choose User Profile, select Emergency Information.

### *Testing & Documentation*

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

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

### **Missing Student Policy**

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 Residence Life at 816-415-5913 or the Dean of Students at 816-415-5960. Any College employee receiving a missing student report should immediately notify campus security so that an investigation can be initiated.

Every student is annually required to register an emergency contact with the College. In addition to registering a standard emergency contact, students may identify one or more confidential, missing student contacts that the College will notify no later than 24 hours after a student is determined missing. Students may register their general emergency contact and one or more missing student contacts via their My Jewell account. The emergency contact and missing student contact may be the same but do not have to be. Missing student contacts are saved separately and confidentially and are only accessible to authorized campus officials and law enforcement personnel in furtherance of a missing person investigation.

The missing student contact(s) will only be contacted by the College in the event the student is deemed missing. If a student registers one or more missing student contact(s), the registering student authorizes the College and law enforcement personnel to contact said missing student contact(s) to communicate that the student has been deemed missing and is part of a missing student investigation.

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

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

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

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

A Student Life administrator will first attempt to notify the confidential missing student contact, if registered with the College. In cases where a confidential missing student contact is not designated, the emergency contact, or other available contacts provided to the College will be notified. If the missing student is younger than 18 years of age, the College will notify their parent(s) or guardian(s) of record and any additional contacts designated by the student.

Campus Safety will file a missing person’s report with the Liberty Police Department. All information gathered while attempting to contact/locate the missing student will be shared with law enforcement.

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 custodial parent or legal guardian within 24 hours of the determination that the student is missing, in addition to notifying any additional contact person designated by the student.

### **Crime Statistics**

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		
	2022	2021	2020	2022	2021	2020	2022	2021	2020	2022	2021	2020
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0

Crime	On Campus			On Campus Housing			Non-Campus			Public Property		
	2022	2021	2020	2022	2021	2020	2022	2021	2020	2022	2021	2020
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	2	1	0	1	1	0	0	0	0	0	0
Fondling	0	6	0	0	6	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	2	2	4	0	1	2	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	1	1	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Arrest - Liquor Law Violation	0	0	0	0	0	0	0	0	0	0	0	0
Arrest - Drug Abuse Violation	0	0	0	0	0	0	0	0	0	0	0	0
Arrest - Weapon Violation	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary Referral - Liquor Law Violation	11	24	12	10	24	12	0	0	0	0	0	0
Disciplinary Referral - Drug Abuse Violation	3	6	0	3	6	0	0	0	0	0	0	0
Disciplinary Referral - Weapon Violation	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	1	0	0	0	0	0	0	0	0	0

**Hate crimes:**

2022: 1 On Campus Housing incident of Intimidation characterized by race bias.

2021: No hate crimes reported.

2020: No hate crimes reported.

**Crimes unfounded by the College:**

2022: 0 unfounded crimes.

2021: 0 unfounded crimes.

2020: 0 unfounded crimes.

Statistics for unfounded crimes provided by law enforcement agencies:

2022: 0 unfounded crimes.

2021: 0 unfounded crimes.

2020: 0 unfounded crimes.

**Data from law enforcement agencies:**

- The data above reflects statistics provided from law enforcement agencies related to crimes that occurred on the College's Clery Geography.

## Annual Fire Safety Report

### Housing Facilities and Fire Safety Systems

The College maintains on-campus housing for its students. Below is a description of fire safety systems and the number of fire drills conducted during the previous calendar year.

Campus: William Jewell College, 500 College Hill, Liberty, MO 64068-1896

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 in previous calendar year
Browning Hall, 231 Greene Drive	X			X	X	X	2
Coventry House, 7 S. Jewell Street	X		X	X	X	X	2
Eaton Hall, 221 Greene Drive	X		X	X	X	X	2
Jones Hall, 311 Greene Drive	X			X	X	X	2
Kappa Alpha Order, 849 RE Bowles Drive	X		X	X	X	X	2
Lambda Chi Alpha, 841 RE Bowles Drive	X		X	X	X	X	2
Mathes Hall, 211 Greene Drive	X			X	X	X	2

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 in previous calendar year
Melrose Hall, 310 Greene Drive	X		X	X	X	X	2
Phi Gamma Delta, 857 RE Bowles Drive	X		X	X	X	X	2
Semple Hall, 321 Greene Drive	X			X	X	X	2
Senior House, 851 RE Bowles Drive	X		X	X	X	X	2
Shumaker Hall, 458 RE Bowles Drive	X		X	X	X	X	2

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

#### **Fire Equipment Regulations**

Because fire and safety codes require that fire and safety equipment function properly, the following are prohibited and are violations of Federal and State laws as well as College policy and are subject to disciplinary action:

- Tampering or playing with fire safety equipment, including but not limited to, fire panels, extinguishers, hoses, fire equipment storage boxes, pull stations, smoke detectors, exit lights, emergency lights, etc.
- Smoke sensors or detectors must remain free of obstruction and may not be covered.
- Engaging in conduct that causes fire alarms to sound, thereby creating a false fire alarm.
- Propping open internal and/or external stairwell fire doors.

## **Fire Prevention Regulations**

The following are prohibited in residential facilities due to their potential fire hazards and may be confiscated by college personnel:

- Open flames and/or heat sources such as candles and incense.
- The use of cigarettes, cigars pipes, vaping pens and vaping devices, etc.
- Any appliance or item with an exposed heating element.
- Any lamp or light with exposed bulbs that are hot to touch.
- Only surge-protected extension cords are permitted.

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

## **Fire Evacuation Procedures**

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

## **Fire Education and Training Programs**

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

## **Reporting Fires**

The College is required to disclose each year statistical data on all fires that occurred in on-campus student housing. When a fire alarm is pulled and/or the fire department responds to a fire, these incidents are captured. If you encounter a fire that presents an emergency, ensure your own safety and then please call 911.

There may also 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 Campus Safety at Campus Safety. When providing notification of a fire, give as much information as possible about the location, date, time, and cause of the fire.

**Plans for Future Improvements**

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

**Fire Statistics****William Jewell College****2022**

No fires were reported in 2022.

**2021***Reported Fires*

<b>Residential Facility</b>	<b>Total Number Fires</b>
Eaton Hall	1

*Additional Information about Reported Fires*

<b>Residential Facility</b>	<b>Cause of Fire(s)</b>	<b>Number of Injuries that Required Treatment at a Medical Facility</b>	<b>Number of Deaths Related to a Fire</b>	<b>Value of Property Damage Caused by Fire</b>
Eaton Hall	Unintentional Fire/boiler motor burned resulting from what we believe was a lightning strike during a storm	0	0	\$10,000-24,999

**2020**

No fires were reported in 2020.