



**MINERAL AREA COLLEGE  
DEPARTMENT OF PUBLIC SAFETY  
CAMPUS CRIME AND FIRE  
SAFETY REPORT  
2018**



**IN ACCORDANCE WITH THE JEANNE CLERY DISCLOSURE OF  
CAMPUS CRIME STATISTICS AND SECURITY POLICY**

**MINERAL AREA COLLEGE DEPARTMENT OF PUBLIC SAFETY**

**5270 FLAT RIVER ROAD**

**PARK HILLS, MO 63601**

**573-518-2148**

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## District Police Mission Statement

The mission of the Mineral Area College District Police is to help the college fulfill its mission and goals, providing a safe learning environment using professional quality police and security services, modern police strategies and community partnerships.

## Mineral Area College Mission and Values Statement

### Mission

The mission of Mineral Area College is to serve the community, to provide students a quality, affordable education, and to offer opportunities for professional and personal development in a safe, professional environment.

### Philosophy of Purpose

Mineral Area College is dedicated to the belief that learning beyond high school is essential for the full development of individuals' interests and capacities and for the training of responsible citizens who will make a worthy contribution in a democratic society. It further believes the public, two-year community college is in a unique position to contribute to the overall program of higher education by providing the first years of college at a reasonable cost. Close to the community it serves, Mineral Area College meets the needs not only of those who will transfer to other institutions, but also of those who are preparing for careers through occupational programs, and those who value learning for its own sake. Through continuing education and cooperative programs, the College contributes to the economic development and general welfare of the region. Mineral Area College believes in an open door policy that offers to everyone an opportunity to benefit from higher education. The College will at all times strive for quality in its educational programs.

### Value Statements

We are committed to respecting and caring for one another by being professional, fair, and honest. The development of our teaching and learning environment is a responsibility we share. Our students can expect excellence, opportunity, and encouragement so they may succeed. Our curriculum and program offerings will effectively serve our community's educational and training needs.

### Vision Statements

Mineral Area College will be recognized as an innovative and significant educational institution and will:  
 Encourage and support individuals, businesses, and organizations to meet their educational needs.  
 Serve as a resource for community and cultural enrichment.  
 Attract, develop, and retain dedicated, diverse, and professional employees.  
 Recruit, develop, and retain a diverse student population by providing an accessible, quality, and affordable education.  
 Provide staff, faculty, and students with appropriate resources for programs and services.  
 Strengthen relationships with school districts and community agencies.

## Department of Public Safety Information

Public safety is an important part of the overall educational mission of Mineral Area College. Through its Department of Public Safety, and District Police Department, Mineral Area College strives to provide a safe and secure learning and working environment for the college community. Utilizing public safety services, technologies, and practices, Mineral Area College provides for the safety and security needs of the college community. Public Safety capabilities on the campus are augmented by close working relationships with other first responder agencies to provide a comprehensive approach to public safety needs. The Department of Public Safety's goal is to provide professional services and support to meet the public safety interests of Mineral Area College and all those who study, work, or visit on our campus. The Mineral Area College District Police and Department of Public Safety is a governmental authority within St. Francois County, Missouri with the ability to enforce the laws of the State of Missouri, as well as internal infractions within the district boundary. The District has an ORI of MO0942400. Direct Authority applies to the Main Campus of Park Hills. The Mineral Area College Department of Public Safety works cooperatively with the St. Francois County Sheriff's Department, the Park Hills Police Department, and the Missouri State Highway Patrol to ensure that all law enforcement needs are met. It is the policy of Mineral Area College and its Department of Public Safety to encourage all students, faculty, staff and visitors to promptly and accurately report all crime information related to any event that occurs at Mineral Area College to the college's Department of Public Safety. The District Police/Department of Public Safety operates under the department's general orders and policies of the College. The District Police/Department of Public Safety is comprised of POST certified police officers as well as security and civilian staff. The District Police are available Monday through Friday 6:30 AM to 10:30 PM. Campus Security are available on nights, weekends and during significant events on campus. The Park Hills Police jurisdiction extends onto the campus as it lies directly within the city of Park Hills. Contact information for Police services and Campus Police and Security are:

### Emergency-Dial 911

Campus Police- (573) 518-2304 or extension 2304 from a college phone  
 Campus Security- (5732) 518-2331 or extension 2331 from a college phone  
 Campus Public Safety- (573) 518-2148 or extension 2148 from a college phone  
 Campus Police/Security **24 hour** number (573) 631-2831  
 Director of Public Safety (573) 518-2308  
 Park Hills Police (573) 431-3122.

The Mineral Area College main campus lies within the borders of the City of Park Hills. All other campuses are serviced by their local police agencies. In an emergency **Dial 911** at these locations. Non-emergency issues can be reported to campus police or the local police agency of these jurisdictions.

Farmington Outreach Center-Farmington Police-(573) 756-7786  
 Fredericktown Campus- Madison County Sheriff (573) 783-2234  
 Perryville Campus-Perryville Police- (573) 547-4546  
 Potosi Outreach Center- Potosi Police (573) 438-5468

## **General College Information/History**

Mineral Area College was founded in April 1965 by popular vote of the residents of six public school districts in St. Francois and Madison counties and portions of Washington and Ste. Genevieve counties. The school districts include North County R-1, Central R-3, Farmington R-7, Bismarck R-5, West County R-4, and Fredericktown R-1. The college became a successor to Flat River Junior College, the third-oldest public junior college in Missouri, established in 1922 as part of the Flat River Public School System. Since then, thousands of graduates have entered the working world with the college's degrees or certificates.

In continuing the education legacy of Flat River Junior College, Mineral Area College evolved into a comprehensive community college. The academic transfer program almost doubled in size and scope within the first five years of the college's existence. In 1966, the career and technical education division was added. The first vocationally-oriented programs were initiated in September 1966 and consisted of secretarial practice, business management and two technology programs. In 1967, a certificate course in practical nursing was introduced; in 1968, an associate degree in nursing program was added.

In February 1970, the young institution moved into its new facilities on a 226-acre campus located near U.S. 67 and entered a transitional period of gradual expansion. At present, Mineral Area College offers 35 career and technical education programs and required general education courses which can be applied to almost all academic majors.

In 1985-86, the college completed significant additions to its facilities: a 350-seat Community Center (Fine Arts Theatre); a remodeled learning resources center complete with second floor space, to increase the library's usable area by 3,800 square feet; and the Careers Wing, to house career and technical education programs.

Later additions to the campus included: the North College Center, which provides classrooms, several offices, and four large meeting rooms; and the Mineral Area College Student Center, which houses the Mineral Area College Bookstore, the Wellness Center, and the Athletic Department offices.

In March 1996, residents of the district voted to expand the college with the addition of a Telecommunications and Technology Center, a Public Services Center, a Tourism Education and Information Center (now the Community Education Building), and a General Services Building (an addition to the Field House).

The privatized housing complex, College Park, was added in 2000 to offer a unique housing package to students.

In April 2002, voters approved a bond issue to build a freestanding outreach center in Fredericktown; to update and enhance the college's theatre, Robert E. Sechrest Sr. Field House, faculty offices, Concourse Area and other facets of the Park Hills campus; and to build a new ballpark on the Park Hills campus. The measure also provided for extensive landscaping, construction, and the addition of a waterfall to the quadrangle in the center of campus.

All of the Mineral Area Colleges outreach and secondary campuses are governed by the same policies and procedures as the main campus, as set forth in board policy.

In 2004, the former B&B car dealership, located near the U.S. 67 exit in Leadington, was purchased for additional storage and support for general services.

In Summer-Fall 2010, a new Allied Health addition to the Careers Wing, added labs, offices and classrooms for the nursing, radiology, and paramedic programs. The following summer, in 2011, the college embarked on a major renovation of the Cardinals Nest cafeteria to accommodate an expansion of food service.

Another bond issue in April 2011 was designed to make improvements to MAC's buildings in Fredericktown and Park Hills. The measure was intended to provide additional classroom and meeting space for Fredericktown students, as well as renovate that center's science lab and create a more accessible entrance. The main campus in Park Hills will see the C.H. Cozean Library completely renovated, with the addition of an elevator and a skywalk between the library and the Arts & Sciences Building. The main campus science labs were renovated, and Student Services and Business offices were relocated to a new addition that will better accommodate staffing increases that have been necessitated by student enrollment increases.

### **Jeanne Clery Act Information**

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, codified at 20 USC 1092 (f) requires all postsecondary institutions participating in Title IV student financial aid programs to disclose campus crime statistics and security information. The act was amended in 1992, 1998, 2000, 2008, and 2013. The 1998 amendments renamed the law the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act in memory of a student who was slain in her dorm room in 1986. The Clery Act, originally enacted by the Congress and signed into law by President George Bush in 1990 as the Crime Awareness and Campus Security Act of 1990, was championed by Howard and Connie Clery after their daughter, Jeanne, was murdered at Lehigh University in 1986. They also founded the non-profit Security On Campus, Inc. in 1987. Amendments to the Act in 1998 renamed it in memory of Jeanne Clery. More specifically, the Clery Act law requires colleges and universities to disclose certain timely and annual information about campus crime and security policies. The act is also intended to provide students and their families, as higher education consumers, with accurate, complete and timely information about safety on campus so that they can make informed decisions.

Most recently, the 2013 *Violence Against Women Act* added three additional offenses to amend the Clery Act. These three offenses are Domestic Violence, Dating Violence, and Stalking

All public and private institutions of postsecondary education participating in federal student aid programs are subject to Clery Reporting. Violators can be "fined" up to \$35,000 by the US Department of Education, the agency charged with enforcement of the Act and where complaints of alleged violations should be made, or face other enforcement action.

If you believe that your college or university has violated the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, the U.S. Department of Education (the agency charged

with implementing the act) has established a procedure for complaints to be filed and investigated. This is an administrative process and not a legal one; therefore, while you can use the services of an attorney, it is not required.

The complaint should be forwarded to the appropriate regional office of the U.S. Department of Education for the state in which the specific school is located. The complaint will be handled by the Case Management Team within that regional office. A list of the various regional offices can be found on the Education Department's website at <http://www.ed.gov>. You can also call 1-800-4-FED-AID (1-800-433-3243) to lodge your complaint.

A Clery complaint can be submitted via US mail, facsimile (fax), or email. The easiest and most direct way is via email. It can be concise, such as a paragraph explaining the allegation. A longer complaint can also be submitted as an attachment. The first point of contact for all questions and complaints is [clerycomplaints@ed.gov](mailto:clerycomplaints@ed.gov).

The Clery Center for Security on Campus can provide technical assistance in filing a complaint, free of charge. You can contact them at (484) 580-8754 or by email at [info@clerycenter.org](mailto:info@clerycenter.org).

### **Annual Reporting**

The Mineral Area College District Police Department has the role of gathering information for, preparation of, and submission of the institution's Annual Campus Security Report. The annual campus security report is reviewed and updated annually as one cohesive document per the requirements of federal law. It shall be the duty of the Director of Public Safety, or their designee, to gather the required information for and submit the institution's Annual Campus Security Report to the designated entity by the United States Department of Education prior to set deadlines. An additional purpose of the Clery report is to serve as a mechanism for the department to meet its role of informing the community, media, and other public members of crimes reported to the department, crime prevention tips, victim/witness services, reporting procedures, mass notification procedures, homeland security/terrorism information, identity theft awareness, important contact information, and additional information from the department. ASR reports reflect the calls for service and actual report numbers for campus police. An institution may withhold, or subsequently remove, a reported crime from its crime statistics in the rare situation where sworn or commissioned law enforcement personnel have fully investigated the reported crime and, based on the results of this full investigation and evidence, have made a formal determination that the crime report is false or baseless and therefore "unfounded." Only sworn or commissioned law enforcement personnel may "unfound" a crime report for purposes of reporting under this section. The recovery of stolen property, the low value of stolen property, the refusal of the victim to cooperate with the prosecution, and the failure to make an arrest do not "unfound" a crime report.

### **Crime and Fire Logs**

The Mineral Area College District Police Department maintains a daily crime log that records any crime or fire reported to the department. Crimes or fires reported to other agencies will be logged when the campus police are notified of such crime or fire. Additionally, the Director of Public Safety will request crime reports from other agencies serving the Mineral Area College main campus and outreach centers, so they may be included in the overall Campus Security Report.

### **Timely Warnings**

The Department of Public Safety shall provide timely warnings about reported crimes to the campus community (Faculty, Staff, and Students), in a manner that will aid in the prevention of similar crimes if it is determined that a serious or continuing threat exists. The Director of Public Safety shall review all reports taken by the department and/or information provided to the department by Campus Security Authorities or Local Police Authorities in a timely manner to determine any offenses that are subject to disclosure in the Annual Campus Security Report and represent a serious or continuing threat to faculty, staff, and students of the campus community. If it is determined that there is a serious or continuing threat, the Director of Public Safety, or their designee shall notify the Administration and public information personnel, or their designee who will send out a media release, mass e-mail, and/or do a web posting of the incident to help prevent similar crimes from happening.

### **Notifications/Response and Evacuation**

Upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, employees or visitors at Mineral Area College, the college administrators or their designees, or the Director of the Department of Public Safety or his designate, will immediately initiate notification procedures for the campus community. The procedure will consist of sending emergency notifications through MAC ALERTS (Regroup Notification System) and may involve any or all of the following methods in addition to that system: activation of the campus emergency Public Address system; direct verbal notification of the campus community by designated college officials. Mineral Area College, through the officials identified below, will without delay determine the content of the notification and initiate the notification system, unless the notification will, in the professional judgment of the responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency. Mineral Area College, through the responsible authorities, will make every reasonable effort to confirm the existence of a significant emergency, based on the totality of the information known at that time. If confirmation of a significant emergency is reached, responsible authorities for Mineral Area College will determine the message content, who is to be notified (including consideration of notifications to agencies or organizations outside of Mineral Area College), and what emergency notification system(s) will be used to disseminate the message. The following list of personnel represents those who are responsible for carrying out this process, but Mineral Area College reserves the right to modify this list as may be warranted in order to meet the emergency notification needs of a particular situation:



Dr. Steven J. Kurtz, President of Mineral Area College

Mr. Roger McMillian, Dean of Career & Technical Education

Dr. Diana Stuart, Dean of Arts & Sciences

Ms. Mary J. Merrill-Doss, Dean of Student Services

Ms. Tammy Belfield, Interim Director of Mineral Area College Department of Public Safety

Campus Police Officers for the Mineral Area College Department of Public Safety

Debi Bayless, Director of Campus Housing

Mineral Area College officials or employees as designated by one or more of the persons listed above

### **Testing**

On at least a bi-annual basis, Mineral Area College and its Department of Public Safety will test one or more aspects of its emergency response and evacuation procedures. This scheduled testing will be publicized through the communication system designated by Mineral Area College, MAC Alerts. This information will include a description of the exercise, the date and time the exercise is intended to occur, and any other pertinent information as determined by Mineral Area College.

### **Missing Student Notification**

It is the practice of Mineral Area College and its Department of Public Safety to encourage all resident students at Mineral Area College to report a fellow resident student who they believe is unaccounted for and missing from Mineral Area College. Any Mineral Area College student who believes a resident Mineral Area College student is missing is encouraged to immediately report that information to the Department of Public Safety, which can be reached through 573-631-2831, or in person during weekday daytime and evening hours. In addition, this information may also be reported to the management of College Park, or to any of the individuals listed below:

Dr. Steven J. Kurtz, President of Mineral Area College

Mr. Roger McMillian, Dean of Career & Technical Education

Dr. Diana Stuart, Dean of Arts & Sciences

Ms. Mary J. Merrill-Doss, Dean of Student Services

Ms. Tammy Belfield, Interim Director of Mineral Area College Department of Public Safety

Campus Police Officers for the Mineral Area College Department of Public Safety

Debi Bayless, Director of Campus Housing

Resident students of Mineral Area College are also advised that they have the option of designating a confidential contact person with the management of College Park. The confidential contact person would be notified in the case where it is determined that a student is missing, and that information will only be available for access by Mineral Area College administrators and the Department of Public Safety in furtherance of an investigation into a report of a missing person. In all incidents of a confirmed missing person, local law enforcement will be notified in an effort to seek assistance in locating the missing student and verifying their well-being. The parent or guardian of any student who is less than 18 years and not emancipated will also be notified. It is the practice of Mineral Area College to refer all reports of missing persons to the Department of Public Safety, who will be responsible for the investigation of the missing person. This investigation may involve the cooperative efforts of other law enforcement agencies in an effort to locate the missing person and verify their well-being. As part of this investigative process, once a report of a missing resident student has been received by the Department of Public Safety, an investigation will be initiated to confirm the status of the alleged missing person. In the event that the investigation reveals reasonable grounds to believe that a resident student is missing the Department of Public Safety will provide a full missing person's report to local and other law enforcement agencies through the St. Francois County Joint Communications Center, which may include entry in the national criminal justice database for missing persons. Any questions on this procedure should be referred to the Mineral Area College Department of Public Safety.

### **Alcohol and Drug Abuse Policy**

#### **5.90 ALCOHOL AND DRUG ABUSE POLICY**

- A. All members of the campus community (students, faculty, staff, alumni, and guests) must adhere to all applicable state and local laws and College regulations related to the sale and use of alcoholic beverages and other drugs.
- B. No faculty or staff member shall secure or serve alcoholic beverages or illegal drugs to any student engaged in any College related activity.
- C. The consumption, possession, or sale of alcoholic beverages or illegal drugs is strictly forbidden on campus.
- D. Anyone under the influence of alcohol or illegal drugs, or otherwise violating College policy regarding drug abuse shall be subject to disciplinary action, up to and including termination.
- E. An educational program shall be provided addressing the problems of alcohol and drug abuse. The program will include information services, posters, and brochures.
- F. Counseling will be available to all personnel who identify themselves as having a drug and/or alcohol addiction to supervisory personnel of the College, leading to appropriate referrals.

G. Disciplinary proceedings for drug/alcohol related abuses shall be conducted using current policies of Mineral Area College.

H. Mineral Area College's Policy for a Drug Free Workplace is as follows:

1. The manufacture, distribution, dispensation, in the College District's workplace, of a controlled substance (as defined by Chapter 195 RSMo) is prohibited. Violations of this shall result in the immediate termination of the violating employee.
2. The unlawful use of a controlled substance (as defined by Chapter 195 RSMo) is hereby prohibited and shall result in disciplinary action (up to and including suspension and/or discharge) to the violating employee.
3. Any employee who comes to work or is at work while under the influence of alcohol or who consumes alcohol at work shall be subject to disciplinary action up to and including suspension and/or discharge.
4. Any employee convicted of, or receiving a suspended imposition of sentence for a drug crime shall report their said conviction and/or suspended imposition of sentence within two (2) days after said conviction or suspended imposition of sentence, and will be subject to discipline, up to and including termination.
5. Compliance with the provisions of this policy is a condition of an employee's initial and continuing employment.

### **Sex Offenses on Campus**

The Mineral Area College addresses Sex offenses on campus in the board policy; Assurances/ Policy of non-discrimination, identifying sexual harassment and physical harassment. The college further addresses Sex Offenses as well as safety and awareness strategies through orientation programs and handouts, as well as publishing our campus safety guide, in booklet form in various locations, and on the college website under the Public Safety tab. District Police responses are guided by board policy and the Department of Public Safety/District Police General Orders number 5:24

Non-Consensual sexual behavior includes, but is not limited to: rape; sexual assault; nonconsensual sexual touching of the genitals, breast or anus of another person or the touching of another with one's own genitals whether directly or through the clothing; or exposing one's genitals to another under circumstances in which he or she should reasonably know that his or her conduct is likely to cause affront or alarm, or sexual harassment.

If you are a victim of sexual assault you can do any of the following after an assault:

- Call Campus Police at 518-2304 or extension 2304 from any campus phone;
- Call Central Dispatch at **911** or **9+911** from a campus phone;
- Seek medical attention in an emergency room or from a medical provider that performs assault examinations.
- Call the National Sexual Abuse/Rape Hotline at 1(800) 656 4673

- Contact the Mineral Area College Counselor, Mark Easter, at 518-2211 or 2211 from a campus phone.
- Title IX Coordinators Dean Merrill Doss at 518-2262 or 2262 from a campus phone
- Title IX Coordinator Kathryn Neff at 518-2378 or 2378 from a campus phone
- Title IX Investigator/Director Law Enforcement Academy Rich Flotron at 518-2341 or 2341 from a campus phone.
- Private Physician
- Friend or Relative

If you choose to call the Campus Police, remember that the initial responding officer will first be primarily concerned with your wellbeing. You will be asked if you need medical attention or first aid may be rendered. Remember that you are a victim. You have nothing to feel guilty or ashamed about. If you choose to file a report of the incident, after ensuring your well-being as a victim of a crime, you will be asked to:

Preserve any evidence. You should not bathe or change clothes, or do any cleaning up in any manner.

You are the person in control and are the decision maker as to how you want the incident to be handled. You may, or may not press charges against the suspect; you may ask that the college take disciplinary action against the suspect; You may ask campus police to contact the suspect about the incident, and still not choose to have the suspect arrested; You may choose to not have the campus police contact the suspect, and still not choose to have the suspect arrested.

It is not required that you press charges against the suspect. If you do proceed with prosecution, your assailant may be arrested. However, it is ultimately your choice.

If it is your decision to have the college seek disciplinary action against your assailant you may initiate the process through direct contact of the Dean of Students, Jean Merrill-Doss at 518-2262 or 2262 from a campus phone.

The rules of student conduct can be found in board policy 5.71. The office of Dean of Students, through board policy, provides that misconduct may result in disciplinary action by the College, referral to the criminal justice system for prosecution, or both, as these functions are not mutually exclusive. (Policy 5.71 B)

When the accused is subject to College sanctions, they may include probation, suspension from the College for a specified time, or permanent expulsion from the College.

The accused and accuser are entitled to the same opportunity to have others present during a disciplinary proceeding.

The accuser and the accused shall be informed of the outcome of any Office of Student Conduct proceeding which alleges a sexual assault.

The following sanctions, (found in board policy 5.71 F) may be imposed on a student found to have committed misconduct.

At the discretion of the dean of the respective division initiating the disciplinary action, one or more of the following disciplinary forms may be invoked.

Verbal counseling; Partial or complete suspension of participation in extracurricular events, clubs, and/or athletic practices/competitions; Letter of Reprimand (with or without components of suspension as defined above); Removal from College Park residency (if applicable); Issuance of a Notice of Trespass (either specific to a particular premise of the College, or campus-wide). This may occur in conjunction with a suspension or expulsion as described in this section; Suspension from the College, ranging from one day up to and including one calendar year. This suspension may take the form of a physical suspension from College property with privileges to utilize distance learning courses or total suspension from the College with no academic availability during the suspension period. At the end of the suspension, the student may reapply for admission in writing to the Dean of Students; Expulsion from the College: this discipline represents complete removal of the student from the College for a period of no less than 3 calendar years, at which time the student may reapply to the Dean of Students for readmission to the College.

The Dean of Students may at any time temporarily suspend or deny readmission to a student from pending formal procedures when the Dean of Students finds and believes from available information that the presence of a student on campus would seriously disrupt the College or constitute a danger to the health, safety, or welfare of members of the College community.

As a process of procedure, The College offers interim measures to reporting and responding parties to an alleged incident, which may include, but is not limited to counseling, course adjustments, scheduling, contact restrictions, housing location changes, increased security or monitoring, to help students during the time between reporting and adjudication.

### **Crime Prevention and Awareness**

Mineral Area College prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking. The definitions of these crimes are;

*Dating Violence:* The term “dating violence” means violence committed by a person— (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship shall be determined based on a consideration of the following factors: (1) The length of the relationship; (2) The type of relationship; (3) The frequency of interaction between the persons involved in the relationship.

*Domestic Violence:* The term “domestic violence” includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction. This would include the following categories:

Incidents between persons who are spouses; Incidents between persons who are former spouses; Incidents between persons who have a child in common regardless of whether or not they have been married or have resided together in the past; Incidents between persons (of any age) related by blood; ☐ Incidents between persons (of any age) related by marriage, excluding spouses; Incidents between persons, not married, but presently residing together; Incidents between persons, not married, but who have resided together in the past; Incidents between persons who are or have been in a continuing social relationship of a romantic or intimate nature.

*Stalking*: The term “stalking” means engaging in a course of conduct directed at a specific person that would cause a reasonable person to— (A) fear for his or her safety or the safety of others; or (B) suffer substantial emotional distress. This would include the following information from Missouri Revised Statutes, RSMo 565.225:

As used in this section, the following terms shall mean:

(1) "Course of conduct", a pattern of conduct composed of two or more acts, which may include communication by any means, over a period of time, however short, evidencing a continuity of purpose. Constitutionally protected activity is not included within the meaning of course of conduct. Such constitutionally protected activity includes picketing or other organized protests;

(2) "Credible threat", 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, or the safety of his or her family, or household members or domestic animals or livestock as defined in section 276.606 kept at such person's residence or on such person's property. The threat must be against the life of, or a threat to cause physical injury to, or the kidnapping of, the person, the person's family, or the person's household members or domestic animals or livestock as defined in section 276.606 kept at such person's residence or on such person's property;

(3) "Harasses", to engage in a course of conduct directed at a specific person that serves no legitimate purpose that would cause a reasonable person under the circumstances to be frightened, intimidated, or emotionally distressed.

A. A person commits the crime of stalking if he or she purposely, through his or her course of conduct, harasses or follows with the intent of harassing another person.

B. A person commits the crime of aggravated stalking if he or she purposely, through his or her course of conduct, harasses or follows with the intent of harassing another person, and:

\* Makes a credible threat; or

\* At least one of the acts constituting the course of conduct is in violation of an order of protection and the person has received actual notice of such order, or;

\* At least one of the actions constituting the course of conduct is in violation of a condition of probation, parole, pretrial release, or release on bond pending appeal, or;

\* At any time during the course of conduct, the other person is seventeen years of age or younger and the person harassing the other person is twenty one years of age or older; or

\* He or she has previously pleaded guilty to or been found guilty of domestic assault, violation of an order of protection, or any other crime where the other person was the victim.

(4) “Awareness programs”, an activity or campaign to educate the target audience about a specific issue.

(5) “Bystander Intervention”, involves the intervening in a situation when another individual needs help. Bystander intervention allows individuals to send powerful messages about what is acceptable and expected behavior in our community.

(6) “Primary Prevention Programs”, an initial or introductory base program, activity or campaign to educate the target audience about a specific issue.

(7) “Ongoing prevention and awareness program”, a continuous program designed to educate the target audience about a specific issue or issues.

(8) “Risk reduction”, the taking of precautionary measures to reduce the likelihood of an occurrence of the particular risk.

**Employees** at Mineral Area College provides in-person Sexual Harassment Prevention training for all new (full and part-time) employees each August, before fall semester begins and each January, before spring semester begins. The training is publicized in our agenda of "Back-To-School" events and everyone is welcome, while new employees are required to attend. Employees who have a conflict with the in-person training may complete training online. The training is always available to all employees via the college intranet (MyMAC.) The Human Resources office tracks completion of the training. To facilitate ongoing discussion of a safe campus environment, articles, graphics and video links are included in HR newsletters and in the Employee area of the college intranet (MyMAC.) The HR newsletter is emailed to all staff monthly.

**Student** prevention awareness programs start at student orientation, known as C.A.R.D.S. The department of Public Safety makes presentations during the orientation events and hands out campus safety guides. The guides are also available in various locations throughout campus as well as on the Mineral Area College website under the Public Safety tab. The college also provides prevention and awareness programs through participation in MAC's Principles of College Success course along with communication strategies and discussion of health and other life skill topics. Some individual programs start the fall semester with guest speakers who cover this topic during class to ensure all students are aware of MAC's policies. All MAC students receive a monthly *Student Health 101* newsletter with articles, infographics, videos and opportunities for students to engage with others. These newsletters cover all aspects of student life including awareness programs and prevention.

### **Hate Crimes**

The Mineral Area College and Clery Act Law requires The Department of Public Safety to record and release statistics of hate crimes according to category of bias. The categories of bias include the victim's actual or perceived—Race; Gender; Religion; Sexual orientation; Ethnicity; National origin; Gender Identity or Disability. Hate crime statistics are provided on page twenty two of this annual security report.

## **Disciplinary Proceedings/ Student Due Process**

### **5.72 B. Student Due Process for Behavioral Misconduct**

1. All allegations of student behavioral misconduct will be referred to the Dean of Students for resolution under the guidelines of this policy. In the event that the allegation of misconduct is so serious that in the discretion of the Dean of Arts and Sciences or Dean Career and Technical Education it is believed that immediate temporary action is necessary to preserve the mission and/or public safety interests of the College while student due process is pending, that authority is reserved to the judgment of that respective dean. In that event, final action will be referred to the Dean of Students under the guidelines of this policy.

2. When the allegation involves behavioral misconduct, student due process originates with the Dean of Students. In instances where the student misconduct represents a violation of one or more criminal laws, the Dean of Students may elect to provide temporary student due process, withholding finalization of student due process until the adjudication of criminal charges through the criminal justice system. This temporary student due process may involve discipline up to and including temporary suspension of a student from the College.

3. Upon notice and/or discovery of an allegation of behavioral misconduct, the Dean of Students will issue to the student(s) a notice of inquiry into an allegation of behavioral misconduct involving that student. The notice will identify the specific behavioral misconduct allegation(s) made against the student, will refer the student to Article V of the College Board Policy Manual for details of student misconduct and the due process procedure, and will provide the student with the opportunity to respond in writing to the allegations. The notice will also indicate that reasonable efforts to conclude the inquiry within fifteen (15) business days will be made, but this time period may be extended as necessary if, in the judgment of the Dean of Students, circumstances within that process warrant further time to reach its conclusion.

4. The Dean of Students will conduct an inquiry into the alleged behavioral violation(s) and render a written decision based on those findings. In the event that the Dean of Students determines no behavioral misconduct has occurred, a written notice of that conclusion will be issued to the student, and due process is thereby concluded. In the event that the dean of the respective division determines that behavioral misconduct has occurred, that dean will determine the appropriate disciplinary action(s) that will be imposed. Any disciplinary decision below the level of suspension or expulsion is at the discretion of the Dean of Students, and represents the completion of student due process.

### **C. Appeals within Student Due Process**

1. Only disciplinary decisions involving suspension or expulsion are subject to appeal. All other forms of discipline invoked by a dean under Article V of the College Board Policy Manual constitute the completion of student due process.

2. When the decision rendered involves a suspension or expulsion, the student may be eligible to appeal that decision in writing as described within section 5.72(C) of this policy.

3. Grounds for Appeal:



a. All grounds for appeal of disciplinary decisions involving suspension or expulsion must meet one or more of the following criteria. Students electing to appeal under one or more of these grounds bear the responsibility for adequately demonstrating that this requirement has been met within the content of the student's written request for appeal. The filing of this appeal is the responsibility of the student who has elected to appeal the disciplinary decision of the dean, and that appeal must be filed with the dean originating the disciplinary decision within five (5) business days of notice of the disciplinary decision.

b. The grounds for appeal of disciplinary decisions involving suspension and/or expulsion are limited to one or a combination of the following grounds for appeal:

i. A procedural error has occurred, and if not corrected, will impact the outcome of the sanction.

ii. New evidence (not previously considered and germane to the issue) has been uncovered, and if introduced is likely to have an impact on the outcome of the proceeding.

iii. One or more of the sanctions handed down are outside the parameters of this policy or are unreasonable in light of the alleged conduct

#### 4. Student Responsibilities in Filing an Appeal:

The student is responsible for articulating in writing the grounds under which the appeal is being filed and must provide information of sufficient content, detail, and scope that justify the grounds for appeal used in this process. This appeal must be filed with the dean invoking the original discipline within five (5) business days of the notice of disciplinary action, or the student is deemed to have waived further right of appeal.

#### 5. Review of Request for Appeal:

a. In the event the request for appeal involves academic misconduct, the decision of the dean, with respect to the request for appeal, represents the completion of student due process.

b. In the event the request for appeal involves behavioral misconduct that has resulted in suspension or expulsion, the Dean of Students will refer the request for appeal to the Chair of the Student Welfare and Conduct Committee (SWCC). The Chair of the SWCC is charged with the responsibility for determining if a reasonable belief exists that grounds for the appeal have been met, and that sufficient information is provided to justify granting the request for appeal. Dissatisfaction with the discipline invoked by the Dean of Students shall not be grounds for appeal.

i. In the event the review by the Chair of the SWCC does not find adequate grounds for appeal within the written request, the appeal is denied. In that event, student due process is completed.

ii. If the Chair of the SWCC does find that adequate grounds for appeal exist, the Chair will notify the Dean of Students in writing within five (5) business days of having received the student's written request for appeal, notifying the Dean of Students that the request for appeal is granted. The Dean of Students will then set a time and date of first convenience for the SWCC hearing.

iii. The goal of the SWCC is to render a student due process decision that will take one of two forms:

The SWCC may find cause for the discipline, thereby upholding the decision of the Dean of Students, or

The SWCC may not find cause for the discipline, thereby reversing the discipline imposed by the Dean of Students. In that event, this represents the completion of student due process.

D. Student Due Process for Violations of College Park Policy:

1. When the alleged misconduct represents a violation of College Park policies and procedures, the Manager or Assistant Manager of College Park will issue a notice of inquiry within five (5) business days of the misconduct or discovery of the misconduct. This notice of inquiry may take the form of a citation or written letter, at the discretion of the Manager or Assistant Manager of College Park.
2. Definitions of misconduct and/or violations of College Park Policy are found within the College Park Policy manual, available to all residents of College Park through the Manager or Assistant Manager of College Park, and are provided to all residents at the orientation process for new residents.
3. The guidelines and student due process for violations of College Park policy shall generally follow those outlined in section 5.72(B) and (C), with the exception that qualified appeals of College Park discipline shall be referred to the Dean of Students, who will review the appeal for eligibility and merit, issuing a written decision to the student filing the appeal within five (5) business days of receipt of the appeal. Students filing an appeal of College Park discipline must meet the eligibility guidelines and time limits established under section 5.72(C). Only those disciplinary actions involving eviction from College Park are eligible for the appeal process, under the provisions listed in section 5.72(C)3b.i-iii. Appeal decisions by the Dean of Students are final and represent the completion of student due process under this section.

In instances where the student misconduct represents a violation of one or more criminal laws, as well as a violation of College Park policies or procedures, the Dean of Students may elect to provide temporary student due process, withholding finalization of student due process until the adjudication of criminal charges through the criminal justice system. This temporary student due process may involve discipline up to and including suspension of a student from residing or visiting the College Park premises, and/or temporary suspension from the College.

Public Safety Guidelines and Dean of Students procedure further define the standard for disciplinary proceedings. In all disciplinary proceedings a “preponderance of evidence” will be used for adjudicating allegations of misconduct.

## Crime Statistic Definitions

The Mineral Area College Department of Public Safety/ District Police participates in the U.S. justice Department's FBI Uniform Crime Reporting. Reports are submitted monthly.

From the U.S. Department of Justice, FBI Uniform Crime Reporting Statistics website:

### UCR Offense Definitions

The UCR Program collects statistics on the number of offenses known to law enforcement. In the traditional Summary Reporting System (SRS), there are eight crimes, or Part I offenses, (murder and non-negligent homicide, forcible rape, robbery, aggravated assault, burglary, motor vehicle theft, larceny-theft, and arson) to be reported to the UCR Program. These offenses were chosen because they are serious crimes, they occur with regularity in all areas of the country, and they are likely to be reported to police. The Part I offenses are defined as:

Criminal homicide—a.) Murder and nonnegligent manslaughter: the willful (nonnegligent) killing of one human being by another. Deaths caused by negligence, attempts to kill, assaults to kill, suicides, and accidental deaths are excluded. The program classifies justifiable homicides separately and limits the definition to: (1) the killing of a felon by a law enforcement officer in the line of duty; or (2) the killing of a felon, during the commission of a felony, by a private citizen. b.) Manslaughter by negligence: the killing of another person through gross negligence. Deaths of persons due to their own negligence, accidental deaths not resulting from gross negligence, and traffic fatalities are not included in the category Manslaughter by Negligence.

Forcible rape— Note: In December 2011, the UCR Program changed its SRS definition of rape: "Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim." The effect of this definition change will not be seen in reported crime data until after January 2013. Data reported from prior years will not be revised.

Robbery—The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated assault—An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. Simple assaults are excluded.

Burglary (breaking or entering)—The unlawful entry of a structure to commit a felony or a theft. Attempted forcible entry is included.

Larceny-theft (except motor vehicle theft)—The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Examples are thefts of bicycles, motor vehicle parts and accessories, shoplifting, pocket picking, or the stealing of any property or article that is not taken by force and violence or by fraud. Attempted larcenies are included. Embezzlement, confidence games, forgery, check fraud, etc., are excluded.

Motor vehicle theft—The theft or attempted theft of a motor vehicle. A motor vehicle is self-propelled and runs on land surface and not on rails. Motorboats, construction equipment, airplanes, and farming equipment are specifically excluded from this category.

Arson—Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

**Crime Statistics**

MINERAL AREA COLLEGE  
**PARK HILLS CAMPUS**  
 CRIME STATISTICS  
 THREE YEAR SUMMARY

Crime Statistics:	2015	2016	2017
Murder/ Non-negligent manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Forcible Sex Offense	0	0	0
Rape	0	0	0
Fondling	0	0	1
Non-Forcible Sex Offense	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	2
Larceny/Stealing	2	2	7
Arson	0	0	0
Motor Vehicle Theft	0	0	0
Liquor Law Violations	15	0	4
Drug Violations	6	3	3
Weapons Violations	1	0	0
Auto Accidents	6	4	4
Hate Bias Crimes:			
Race:	0	0	0
Religion:	0	0	0
Sexual Orientation:	0	0	0
Gender:	0	0	0
Gender Identity:	0	0	0
Disability:	0	0	0
Ethnicity:	0	0	0
National Origin:	0	0	0
VAWA Statistics:			
Domestic Violence:	0	0	1
Dating Violence:	1	0	0
Stalking:	1	0	1
Unfounded crimes/removed from report		1	0

Fire Safety Statistics:	1	1	1
		1	

Crime Statistics			<b>22</b>
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MINERAL AREA COLLEGE  
**FARMINGTON OUTREACH CENTER**  
 CRIME STATISTICS  
 THREE YEAR SUMMARY

Crime Statistics:	2015	2016	2017
Murder/ Non-negligent manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Forcible Sex Offense	0	0	0
Rape	0	0	0
Fondling	0	0	0
Non-Forcible Sex Offense	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Larceny/Stealing	0	0	0
Arson	0	0	0
Motor Vehicle Theft	0	0	0
Liquor Law Violations	0	0	0
Drug Violations	0	0	0
Weapons Violations	0	0	0
Auto Accidents	0	0	0
Hate Bias Crimes:			
Race:	0	0	0
Religion:	0	0	0
Sexual Orientation:	0	0	0
Gender:	0	0	0
Gender Identity:	0	0	0
Disability:	0	0	0
Ethnicity:	0	0	0
National Origin:	0	0	0
VAWA Statistics:			
Domestic Violence:	0	0	0
Dating Violence:	0	0	0
Stalking:	0	0	0
Unfounded crimes/removed from report			0

Fire Safety Statistics:

No Fires Occurred during annual reporting period

Crime Statistics

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MINERAL AREA COLLEGE  
**FREDERICKTOWN CAMPUS**  
CRIME STATISTICS  
THREE YEAR SUMMARY

Crime Statistics:	2015	2016	2017
Murder/ Non-negligent manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Forcible Sex Offense	0	0	0
Rape	0	0	0
Fondling	0	0	0
Non-Forcible Sex Offense	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Larceny/Stealing	0	0	0
Arson	0	0	0
Motor Vehicle Theft	0	0	0
Liquor Law Violations	0	0	0
Drug Violations	0	0	0
Weapons Violations	0	0	0
Hate Bias Crimes:			
Race:	0	0	0
Religion:	0	0	0
Sexual Orientation:	0	0	0
Gender:	0	0	0
Gender Identity:	0	0	0
Disability:	0	0	0
Ethnicity:	0	0	0
National Origin:	0	0	0
VAWA Statistics:			
Domestic Violence:	0	0	0
Dating Violence:	0	0	0
Stalking:	0	0	0
Unfounded crimes/removed from report			0

Fire Safety Statistics:

No Fires Occurred during annual reporting period

MINERAL AREA COLLEGE  
**PERRYVILLE CAMPUS**  
 CRIME STATISTICS  
 THREE YEAR SUMMARY

Crime Statistics:	2015	2016	2017
Murder/ Non-negligent manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Forcible Sex Offense	0	0	0
Rape	0	0	0
Fondling	0	0	0
Non-Forcible Sex Offense	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Larceny/Stealing	0	0	0
Arson	0	0	0
Motor Vehicle Theft	0	0	0
Liquor Law Violations	0	0	0
Drug Violations	0	0	0
Weapons Violations	0	0	0
Hate Bias Crimes:			
Race:	0	0	0
Religion:	0	0	0
Sexual Orientation:	0	0	0
Gender:	0	0	0
Gender Identity:	0	0	0
Disability:	0	0	0
Ethnicity:	0	0	0
National Origin:	0	0	0
VAWA Statistics:			
Domestic Violence:	0	0	0
Dating Violence:	0	0	0
Stalking:	0	0	0
Unfounded crimes/removed from report		0	0

Fire Safety Statistics:  
 No Fires Occurred during annual reporting period



MINERAL AREA COLLEGE  
**POTOSI OUTREACH CENTER**  
 CRIME STATISTICS  
 THREE YEAR SUMMARY

Crime Statistics:	2015	2016	2017
Murder/ Non-negligent manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Forcible Sex Offense	0	0	0
Rape	0	0	0
Fondling	0	0	0
Non-Forcible Sex Offense	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Larceny/Stealing	0	0	0
Arson	0	0	0
Motor Vehicle Theft	0	0	0
Liquor Law Violations	0	0	0
Drug Violations	0	0	0
Weapons Violations	0	0	0

Hate Bias Crimes:

Race:	0	0	0
Religion:	0	0	0
Sexual Orientation:	0	0	0
Gender:	0	0	0
Gender Identity:	0	0	0
Disability:	0	0	0
Ethnicity:	0	0	0
National Origin:	0	0	0

VAWA Statistics:

Domestic Violence:	0	0	0
Dating Violence:	0	0	0
Stalking:	0	0	0

Unfounded crimes/removed from report 0 0

Fire Safety Statistics:

No Fires Occurred during annual reporting period

