



# 2018

## MISSISSIPPI COLLEGE ANNUAL SAFETY & SECURITY REPORT

This report, which contains both the Annual Security and Fire Safety Report for Mississippi College, has been prepared in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (also known as the Clery Act) 20 U.S.C. 1092(f) for the purpose of informing the campus community about campus security policies and procedures, encouraging students and employees to take responsible actions to lessen the chances of crime occurring on campus, and keeping Mississippi College a safe and secure place to learn and work. It is distributed annually by October 1st via e-mail, and is publicly available on the Mississippi College website at <https://www.mc.edu/offices/safety/statistics-reports>.

Paper copies are available during regular business hours at the Office of Public Safety in Alumni Hall, Room 102.



**Mississippi  
College**

A CHRISTIAN UNIVERSITY

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# INTRODUCTION

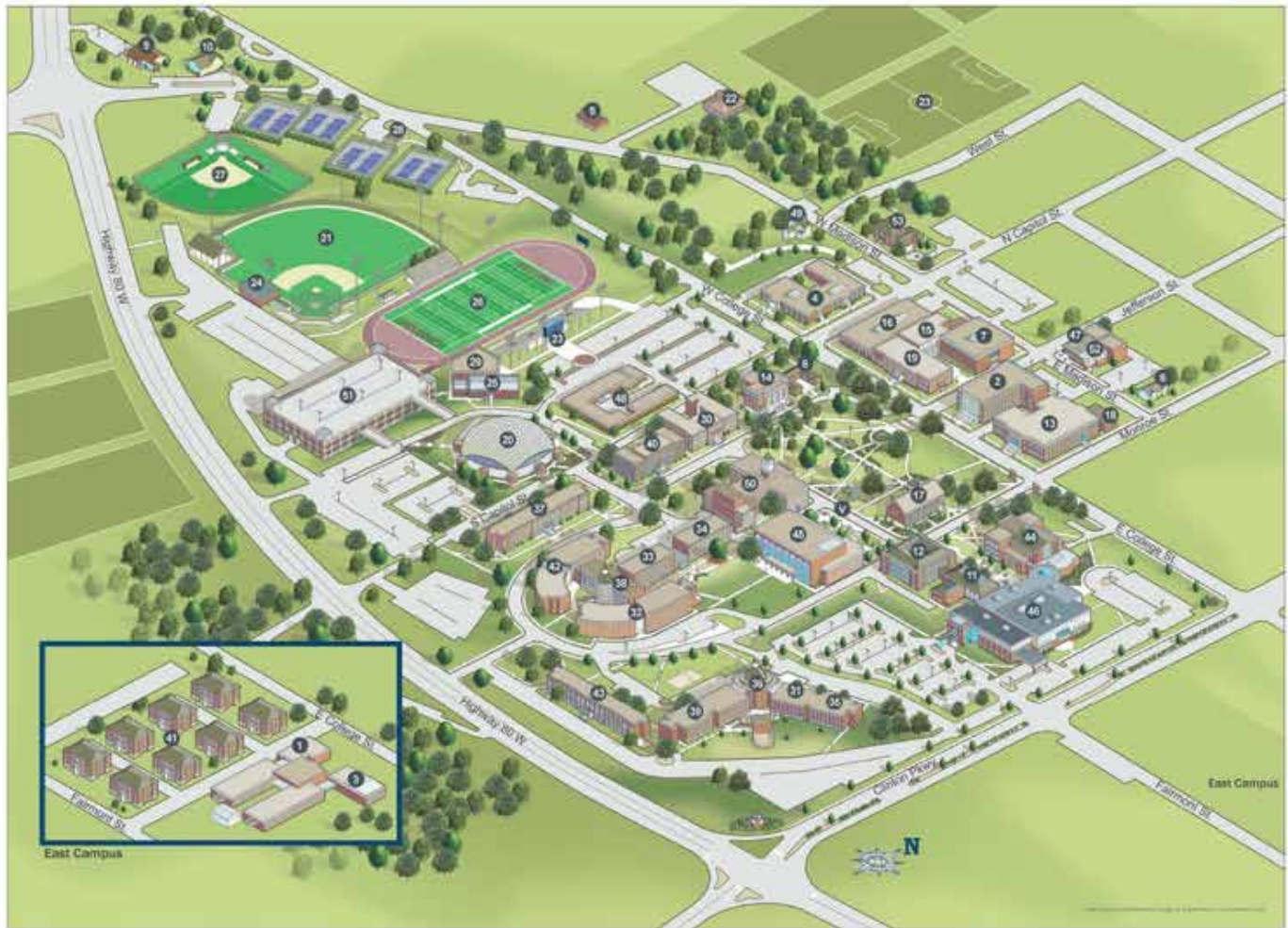
## MISSISSIPPI COLLEGE CAMPUS

Mississippi College, affiliated with the Mississippi Baptist Convention, is a private, co-educational, Christian university of liberal arts and sciences. Founded in 1826, Mississippi College is the second-oldest Baptist-affiliated college in the United States and the oldest college in Mississippi. With 3,145 undergraduate, 1,532 graduate and 393 law students, Mississippi College is the largest private university in the state. The College offers 83 undergraduate areas of study, 16 graduate degrees, and doctorates in jurisprudence, educational leadership, and professional counseling.

Mississippi College's main campus in Clinton sits on more than 80 acres. Noteworthy buildings at Mississippi College include Provine Chapel, Alumni Hall, Nelson Hall, A.E. Wood Coliseum, Lowrey Hall, Leland Speed Library, Cockroft Hall, B.C. Rogers Student Center, and Robinson-Hale Stadium. In addition, Mississippi College's 13 residence halls house more than 1,900 students.

The Mississippi College School of Law is located in downtown Jackson, Mississippi's capital city and the heart of the state's legal community. The State Capitol, Mississippi Supreme Court, federal courts, and many of Mississippi's most respected law firms are within walking distance of the campus. The campus is a showplace in the center of downtown Jackson and a legal center for all of Mississippi. The School of Law recently completed a \$9 million construction and renovation project that included the latest advancements in classroom and courtroom technology.





#### ACADEMIC BUILDINGS

1. Art Annex
2. Aven Fine Arts Building
3. Band Hall
4. Cockcroft Hall
5. Dyslexia Center
6. Farr Hall
7. Hederman Science Building
8. International Center East
9. International Center West A
10. International Center West B
11. Jennings Annex
12. Jennings Hall
13. Leland Speed Library
14. Lowrey Hall
15. Math, Chemistry, Computer Science
16. Medical Sciences Building
17. Provine Chapel
18. Samuel Marshall Gore Art Galleries
19. Self Hall

#### ATHLETIC FACILITIES

20. A.E. Wood Coliseum
21. Frierson Field
22. Girling Fieldhouse
23. Longabaugh Field
24. Rice Field House
25. Moody Adams Field House
26. Robinson-Hale Stadium
27. Softball Complex
28. Tennis Clubhouse
29. Williams Strength Center

#### RESIDENCE HALLS

30. Chrestman Hall
31. Cockcroft-Caldwell Hall
32. East Tower
33. Gunter Hall
34. Hederman Hall
35. Hitt-McCullough Hall
36. Holloway Rotunda
37. Larimer-Webb Hall
38. Mary Nelson Hall
39. Quick Hall
40. Ratliff Hall
41. University Place
42. West Tower
43. Whittington Hall

#### OTHER BUILDINGS

44. Alumni Hall
45. B.C. Rogers Student Center & Anderson Hall
46. Baptist Healthplex
47. Bookstore
48. Lanier Physical Plant
49. Larimer House
50. Nelson Hall/Swor Auditorium
51. Parking Garage
52. Pimento's Cafe
53. Phillips House

MAIN SWITCHBOARD  
601.925.3000

Undergraduate Admissions.....601.925.3800  
*Nelson Hall, Basement*

Business Office.....601.925.3307  
*Nelson Hall, 1st Floor*

Financial Aid.....601.925.3212  
*Nelson Hall, Basement*

Public Safety .....601.925.3204  
*Alumni Hall, 1st Floor, Room 102*



**Mississippi College**  
A CHRISTIAN UNIVERSITY

# OFFICE OF PUBLIC SAFETY

The Office of Public Safety is committed to the safety and welfare of the entire Mississippi College Community. The MCPS is comprised of a staff of 40 who manage patrol duties, traffic control, investigations, communications, crime prevention, administrative duties, and educational programming. The staff is comprised of highly qualified personnel, many of whom have a combination of college degrees, police/fire/emergency management experience, and unique management skills that contribute to the overall diversity of the department. Patrol, communications, and administrative personnel participate in various training sessions throughout the year in a continuous effort to provide the best possible service to the campus community. Located on the first floor of Alumni Hall, the Office of Public Safety is available for service calls 24 hours a day, 7 days a week, 365 days a year. Office hours are 8:00 AM - 4:30 PM Monday - Friday.

In addition to the main campus, The Mississippi College Office of Public Safety is responsible for providing the security needs for the School of Law in downtown Jackson. All visible patrols,

access control, and video surveillance is performed by staff members of the Public Safety Office that report directly to the Director. The Office of Public Safety is also charged with accumulating all data and reports concerning criminal activity that may take place at the School of Law.

In 2017, the Mississippi College Office of Public Safety purchased a reporting software systems Omnigo. This web-based program allows officers to complete reports from multiple multimedia devices including desktops, laptops, and tablets. The reports are then categorized to determine if they are Clery related crimes. If so, they are populated into a yearly report based on crime type and location. The Omnigo software also incorporates a Computer Aided Dispatch system that directly communicates with the reporting software to enhance accuracy and timeliness of crime data. The software also provides an up to date crime log that is available to anyone requesting that information.



## **Director of Public Safety**

**Michael Warren:** Warren, a native of Clinton, assumed the role of Director of Public Safety in March 2016. Before coming to Mississippi College, Warren retired as Chief of

Police for the Clinton, MS Police Department. Warren started as a dispatcher in 1982 at the Clinton Police Department. He subsequently served as a Patrolman, Patrol Sergeant, Patrol Lieutenant, and Police Captain supervising police records, communications, personnel and support services. Warren was appointed Chief of Police in 2013. During his 34-year law enforcement career, Warren was certified as a Level III accident reconstructionist and received training in response to terrorist bombings and post-blast investigations. He received training in the FEMA Incident Command System, police supervision, criminal investigations as well as command and police executive level training. Warren also assisted in planning and coordinating several multi-agency disaster and crisis response training scenarios. He also serves on the Executive Board of the Jackson Division FBI Joint Terrorism Task Force. Prior to joining the Clinton Police Department, Warren graduated from the Clinton High School, and received a degree in Criminal Justice from Hinds Community College. He spent ten years in the Army, and served in Operation Desert Shield/Storm as a Sergeant First Class Platoon Sergeant in a military police company.



## **Assistant Director of Public Safety**

**Brent Perkins:** Perkins has worked for the Office of Public Safety since 2007. He holds a Bachelor of Science in Administration of Justice and a Master of Social Science in Administration of Justice

from Mississippi College. His master's studies included the Administration of Police Personnel, Physical Security, Police Process, Corrections, Homeland Security and International Terrorism. During this time, he interned with the Warren County Sheriff's Office in Vicksburg, MS.

Perkins has completed specialized study in the areas of Clery Compliance, Campus Crime Prevention, Narcotics Investigation, Active Shooter Response, State and Local Anti-Terrorism Training, several courses on the National Incident Management System and Incident Command. His assignments include patrol officer, supervising officer, training officer and he is currently the Assistant Director for the Office of Public Safety. His duties include supervising the Patrol Division, Investigations, Electronic Surveillance Division and Dispatch. He is also a certified Rape, Aggression, Defense Systems (R.A.D.) instructor and campus crime prevention officer. Perkins manages the current operations of the Office of Public Safety, serves on the Title IX committee, is the Clery Compliance Officer and is responsible for the university's Campus Safety and Security Report and the Annual Security Report. In 2016, prior to Chief Warren's start date, Perkins successfully served as the Interim Director of Public Safety. Perkins is also a reserve police officer with the Clinton Police Department. Additionally, he serves as an adjunct instructor in the Mississippi College Administration of Justice program, with teaching emphasis in campus crime and physical security.



# THE CLERY ACT



The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC 1092 (f)) is a federal law passed in 1990 as an amendment to the Higher Education Act of 1965. Otherwise known as the Clery Act, it mandates that all colleges and universities that receive federal financial assistance must disclose certain timely and annual information concerning campus crime and safety. Each year the updated report must be distributed to current students and employees. Prospective students and employees also must be made aware of the availability of the report. In 1990, Congress enacted the Crime Awareness and Clery Act (Title II of Public Law 101–542), which amended the Higher Education Act of 1965 (HEA). This act required 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 and 2000.

The 1998 amendments renamed the law the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act in memory of Jeanne Clery, a student who was slain in her dorm room in 1986. The Clery Act requires higher education institutions to give timely warnings of crimes that represent a threat to the safety of students or employees, and to make public their campus security policies. It also requires that crime data are collected, reported, and disseminated to the campus community and are also submitted to the U.S. Department of Education. The act is 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.

# THE CLERY ACT

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, more commonly known as the Clery Act, requires colleges and universities to:

- 1) Publish an annual report every year by October 1 that contains three years of campus crime and fire safety statistics and certain campus security policy statements.
- 2) Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The statistics must be gathered from campus police or security, local law enforcement, and other College officials who have "significant responsibility for student and campus activities".
- 3) Provide "timely warning" notices of those crimes that have occurred and pose an ongoing "threat to students and employees".
- 4) Implement emergency notification procedures if there is an immediate threat to the health or safety of students or employees on campus.
- 5) Disclose in a public crime log "any crime that occurred on campus... or within the patrol jurisdiction of the campus security department and is reported to the campus security department".
- 6) Maintain a public fire log that records any fires that have occurred in an on-campus student housing facility.

**Mississippi College Office of Public Safety meets these minimum requirements and works diligently to exceed them.**

## **VAWA Amendment to Clery**

In 2013, the Violence Against Women Reauthorization Act made additional changes to the Clery Act. New crimes were added to those that must be reported and new protected statuses were added as hate crime criteria. In addition, institutions are now required to provide primary prevention and awareness programs to all incoming students and new employees to include certain requirements in the grievance procedures associated with sexual assault, domestic violence, dating violence, and stalking and to provide written information to students and employees who are victims of certain crimes.



# ***AUTHORITY AND JURISDICTION***

## **Jurisdiction**

The Office of Public Safety establishes and maintains communications with the officially recognized civil and criminal law enforcement authorities of the Cities of Clinton and Jackson, and Hinds County via operational policy understandings and mobile radio units with a stationary base unit, located in the Office of Public Safety. In the event that they are needed, Mississippi College will request assistance from the Clinton Police Department, Hinds County Sheriff's Office, and/or any other agency deemed necessary. Public Safety Officers are authorized to write traffic citations on campus, take reports, and conduct investigations and searches within the boundaries of Mississippi College property.

The Office of Public Safety maintains an MOU with the Clinton Police Department. The Memorandum of Understanding (MOU) exists to streamline the flow of communication, and improve on the interoperability between the two departments. In addition, Mississippi College works very closely with the Clinton Police Department, and officers from that agency patrol the campus along with Office of Public Safety Officers. All known or suspected violations of University policy or state and/or federal crimes should be reported either to the Office of Public Safety, located on campus in the first floor of Alumni Hall at (601) 925-3204, or to the Clinton Police Department at (601) 924-5252. This includes crimes pertinent to Mississippi College both on and off campus.

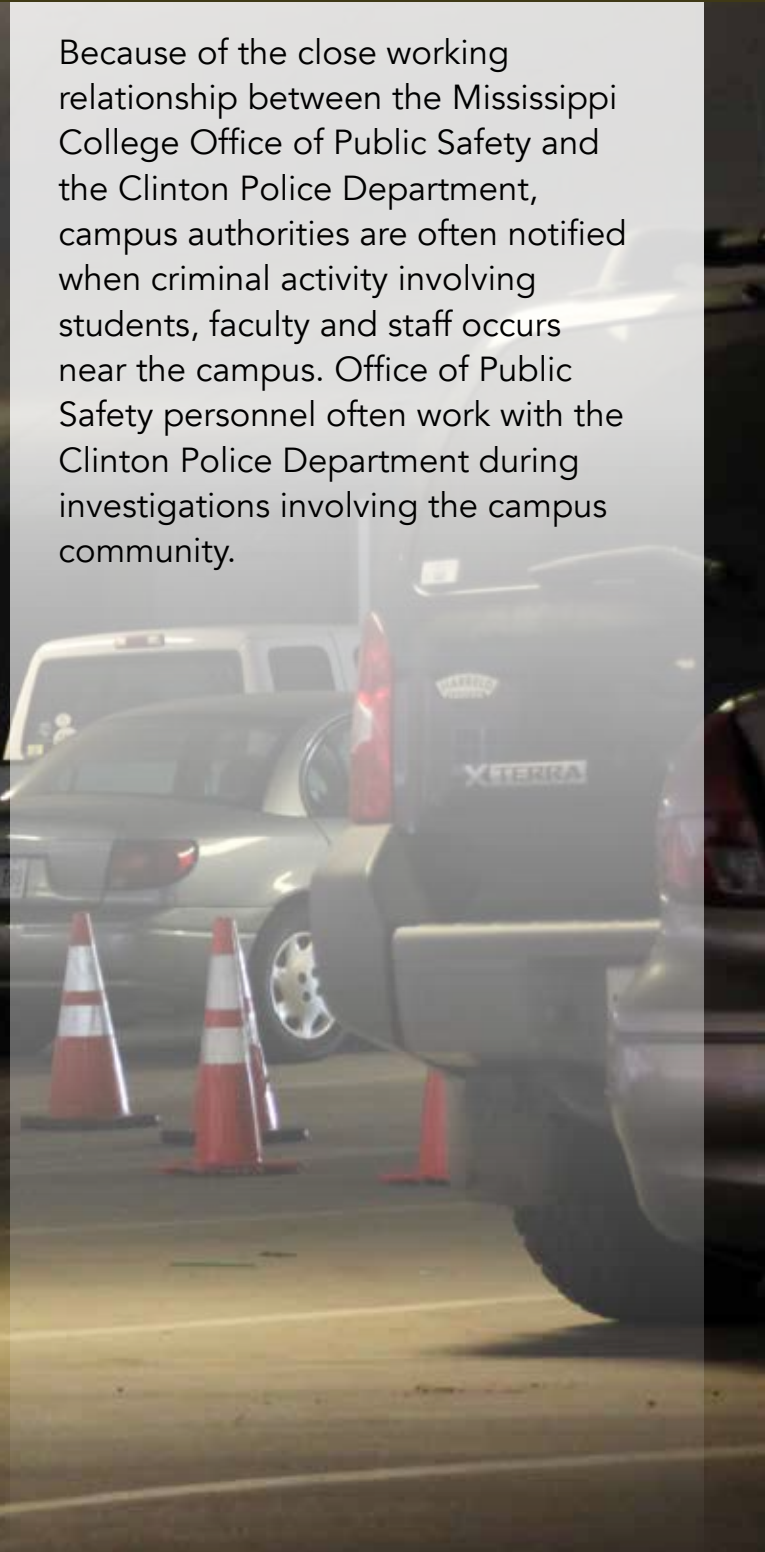
## **Authority**

Officers are authorized and directed to make citizen's arrests of individuals creating disturbances against the general peace, interfering with the security of the physical plant, facilities or grounds, or interfering with or disturbing the safety and the general welfare of members of the Mississippi College community. When such a citizen's arrest is necessary, the Office of Public Safety shall, as promptly as possible, and beforehand if reasonable, request civil or criminal law enforcement authorities to respond and assist.

# ***MONITORING OF OFF CAMPUS CRIMINAL ACTIVITY***



Because of the close working relationship between the Mississippi College Office of Public Safety and the Clinton Police Department, campus authorities are often notified when criminal activity involving students, faculty and staff occurs near the campus. Office of Public Safety personnel often work with the Clinton Police Department during investigations involving the campus community.



# CAMPUS SAFETY SERVICES



The Office of Public Safety provides many services to students, faculty, staff, and visitors to campus. One of the most visible services that the department provides is that of safety escorts to any member of the campus community that feels unsafe or uncomfortable. This could include safety escorts via walking, golf carts, or patrol vehicles. Examples could include students and faculty that do not want to walk to their vehicles at night, or walking from building to building after dark. Another service is providing vehicle battery jump-offs to members of the campus community. The Office of Public Safety does not offer lock out services for vehicles, but can provide a list of businesses that do. Public Safety Officers are available 24/7, 365 days a year to provide these services, and can be contacted at (601) 925-3204.



# EMERGENCY CODE BLUE PHONES

Emergency phones, known as “Code Blue Poles,” are strategically located at more than 20 campus sites. When the emergency button is activated on one of the Code Blue poles, it calls both the Office of Public Safety and/or Clinton Police Department, and a direct line is opened with the responding dispatcher. The blue light on top will also flash, alerting responding officers and others in the area that the emergency pole has been activated, and there is an emergency situation in progress. The Code Blue poles are to be used strictly for emergencies, and a campus citation can be issued for misuse of the emergency Code Blue system. The locations of the Code Blue emergency poles are as follows:



- South of Latimer-Webb Residence Hall
- Below the A.E. Wood Coliseum
- Below the Baseball Field
- Tennis Courts
- C-1 Commuter Lot (College St./ Capitol St.)
- C-4 Commuter Lot (Madison St./ Capitol St.)
- Leland Speed Library Parking Lot
- East of the MCC Building
- In Front of Nelson Hall
- West End of Frierson Baseball Field
- Hederman-Gunter Residence Hall Courtyard
- Volleyball Court
- East Side of New Men's Residence Hall
- South Side of Baptist Healthplex
- Soccer Fields/ Walking Track
- Pimento's Café/ Bookstore
- East Campus at the Art Building
- Medical Science Garage
- All Floors of the Parking Garage near Highway 80
- University Place Apartments
- Walking Track at Madison Street

## NUMERICAL LEGEND

### ACADEMIC BUILDINGS

1. ART ANNEX
2. AVEN FINE ARTS BUILDING
3. BAND HALL
4. COCKROFT HALL
5. DYSPLEXIA CENTER
6. FARR HALL
7. HEDERMAN SCIENCE BUILDING
8. INTERNATIONAL CENTER EAST
9. INTERNATIONAL CENTER WEST A
10. INTERNATIONAL CENTER WEST B
11. JENNINGS ANNEX
12. JENNINGS HALL
13. LELAND SPEED LIBRARY
14. LOWERY HALL
15. MATH, CHEMISTRY, COMPUTER SCIENCE
16. PROVINCE CHAPEL
17. SAMUEL MARSHALL GORE ART GALLERIES
18. SELF HALL
19. MEDICAL SCIENCE BUILDING

### ATHLETIC FACILITIES

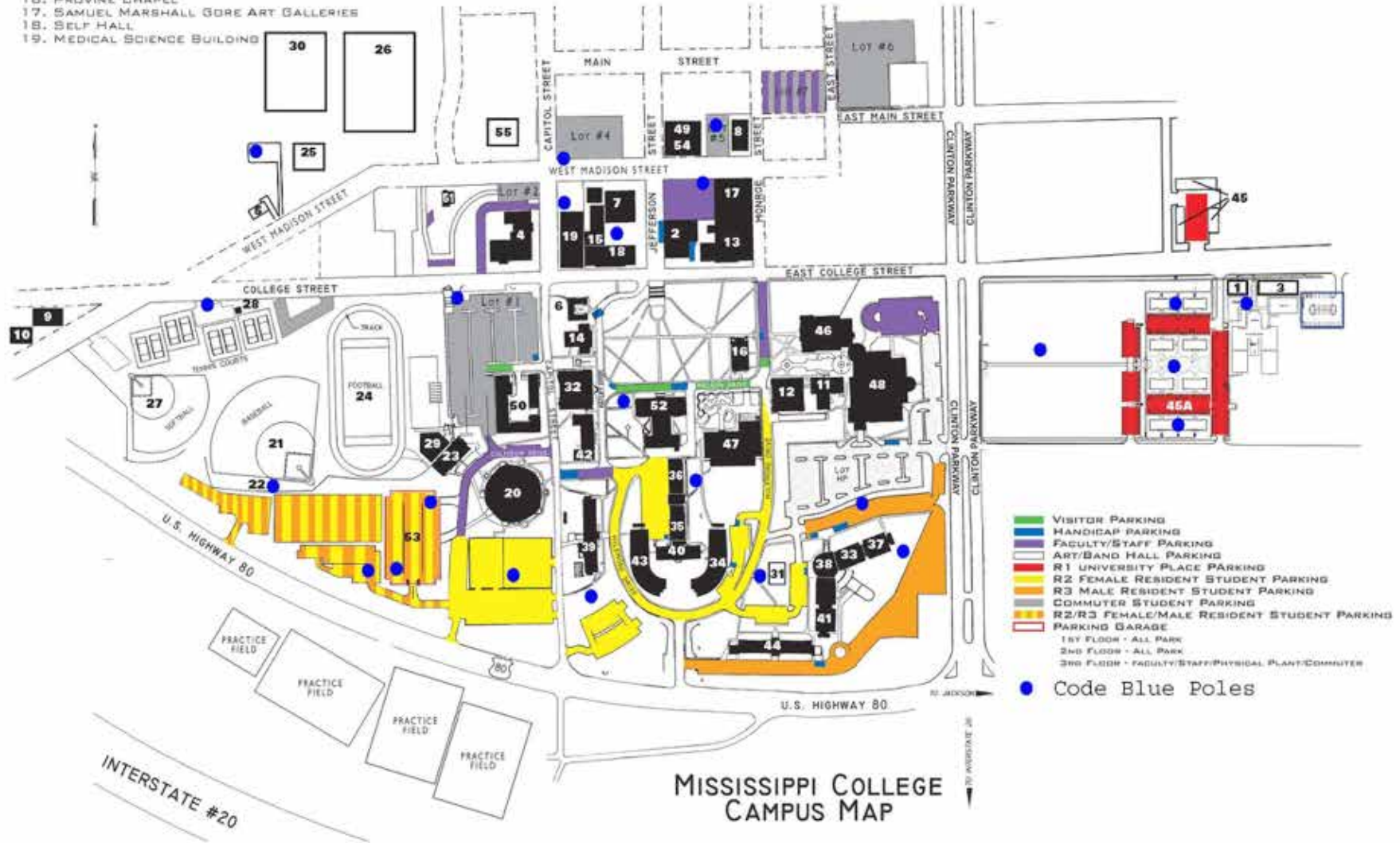
20. A.E. WOOD COLISEUM
21. FRIERSON FIELD
22. MIKE RICE FIELD HOUSE
23. MOODY ADAMS FIELD HOUSE
24. ROBINSON-HALE STADIUM
25. ROBERT G. W. GIRLING III, FIELD HOUSE
26. ROBERT P. LONGABAUGH, SOCCER FIELD
27. SOFTBALL COMPLEX
28. TENNIS CLUBHOUSE
29. WILLIAMS STRENGTH CENTER
30. INTRAMURAL ALL PURPOSE FIELD
31. VOLLEYBALL COURT-SAND

### RESIDENCE HALLS

32. CHRISTMAN HALL
33. COCKROFT-GALDWELL HALL
34. EAST TOWER
35. GUNTER HALL
36. HEDERMAN HALL
37. HITT-MCCULLOUGH HALL
38. HOLLOWAY ROTUNDA
39. LATIMER-WEBB HALL
40. MARY NELSON HALL
41. QUICK HALL
42. RATLUFF HALL
43. WEST TOWER
44. WHITTINGTON HALL
45. COLLEGE PLAZA
- 45A. UNIVERSITY PLACE

### OTHER BUILDINGS

46. ALUMNI HALL
47. B.C. ROGERS STUDENT CENTER/ ANDERSON HALL
48. BAPTIST HEALTHPLEX
49. BOOKSTORE
50. LANIER PHYSICAL PLANT
51. LATIMER HOUSE
52. NELSON HALL/SWOR AUDITORIUM
53. PARKING GARAGE
54. PIMENTO'S CAFE
55. PHILLIPS HOUSE



Campus Map of Emergency Code Blue Phones



# ***ACCESS TO CAMPUS FACILITIES AND RESIDENCE HALLS***



During non-operating hours, academic buildings are secured by the Office of Public Safety. Once a building is secured, access may be gained only by authorized persons with Mississippi College issued identification cards using magnetic tape strips or keys or by contacting the Office of Public Safety. Residence Halls are locked 24/7 via magnetic locks, and can only be accessed using authorized identification cards. Identification cards are residence hall specific, and residents can only enter their hall using the card. Between 2015 and 2016, the Office of Public Safety replaced the magnetic strip card readers with proximity card readers on the residence halls. These not only enhance the security of each residence hall, but also provide greater accessibility for the residents.

Periodic surveys are conducted jointly by administrators of both the Public Safety Office and the Physical Plant to ensure that all areas of campus are as safe as possible. This could include checking locks, landscaping, and emergency exits to make sure that there are no faults or obstructions that could hinder the safety of the campus community.



# CRIME/EMERGENCY REPORTING



Students, employees, and visitors are strongly encouraged to report any criminal offense, suspected criminal activity, or other emergency to the Mississippi College Office of Public Safety. To report an emergency or crime, please call 601-925-3204 or 3204 from any campus telephone. Safety Officers are the primary responders to any emergency or criminal situation on campus. Please be prepared to provide your name, location, and telephone number. An operator will direct the appropriate response to your emergency. We encourage students and employees to store this number in their cell phone to use in case of needing a non-emergency service from Public Safety.

Dialing 9-1-1 will put you in contact with the Clinton Police Department, who can also dispatch emergency services to Mississippi College.

E-mail is not an effective method of reporting crimes in progress, as e-mail is not continuously monitored throughout the day.

# ***CAMPUS SECURITY AUTHORITIES***

Mississippi College is required to disclose statistics concerning the occurrence of certain criminal offenses reported to local law enforcement agencies or any official of the institution who is defined as a Campus Security Authority.

The law defines “Campus Security Authority” as: “An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings.” The function of a CSA is to report all allegations of Clery Act crimes for the purpose of making timely Security Alerts and including the information in the annual disclosure statistics. Mississippi College Campus Security Authorities include, but are not limited to: public safety personnel, members of the administration, deans, department chairs, center and program directors, athletic directors, coaches, resident directors and resident assistants.

The criminal offenses for which these officials are required to disclose statistics are murder/non-negligent manslaughter, negligent manslaughter, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, liquor law violations, drug abuse violations, and weapons violations. The Office of Public Safety sends a letter to each Campus Security Authority at the beginning of each school year outlining responsibility to report appropriate campus crime data.

Mississippi College requires all Campus Security Authorities to participate in yearly training. CSAs receive training through the Clery Center’s Campus Security Authority (CSA) Training Video which informs CSAs of their role and responsibilities under the Clery Act. While the training is required for all CSAs, it is made available for all Mississippi College faculty and staff.

# CONFIDENTIAL REPORTING PROCEDURES

Mississippi College permits confidential reporting by victims or witnesses of crimes. Further, Mississippi College encourages pastoral and professional counselors, if and when they deem it appropriate, to inform the persons they are counseling of the procedures for voluntary, confidential reporting of criminal activity.

The Silent Witness form on the Office of Public Safety website allows for the confidential reporting of any type of criminal activity on campus. This is an anonymous system that alerts the Office of Public Safety via email whenever information is submitted. Information that is received via this system is followed up by the MCPS staff. It can be accessed at: <http://www.mc.edu/offices/safety/silent-witness> In the event of an immediate threat, call (601) 925-3204 or 911.

Additionally, multiple offices and departments work together in the university's reporting structure. Confidential reporting forms for student code violations, concerning behavior, sexual misconduct, and hazing are available on the Student Affairs webpage. They can be found at: <https://www.mc.edu/student-affairs/report-incident>





# WEAPONS ON CAMPUS

The possession and/or use of weapons is prohibited on the Mississippi College campus. The possession and/or use of weapons is a violation of the Student Code. The Student Code, found in the Tomahawk, considers the following behavior as inappropriate behavior for the Mississippi College community and in opposition to the core values of the institution:

## Weapons

- a. The possession, legally or illegally, use, or threatening to use any weapon including, but not limited to, firearms, ammunition, explosives, fireworks, air rifles, pellet guns, paintball guns, dangerous chemicals, or knives with blades longer than five inches.
- b. The use of any weapon, imitation weapon or any other item to cause fear in another person on Mississippi College property is prohibited.
- c. The use of any self-defense device outside of the manufacturer's intended purpose of that item is strictly prohibited.
- d. Any violation of the Mississippi Code involving weapons.



# ***DRUG AND ALCOHOL PROHIBITION***

## **Mississippi College Commitment to Drug-Free Environment**

Mississippi College is dedicated to providing a safe and healthy environment for its students, faculty, and staff. The illegal use or distribution of drugs and alcohol can adversely affect the educational environment and may have devastating effects on the personal lives of those who consume these substances. It is also a violation of University policy for anyone to possess, use, or be under the influence of an alcoholic beverage or illicit drug on the campus or at a University-sponsored activity off campus. Mississippi College is a drug and alcohol-free campus.

## Student Code of Conduct Violations

### 1. A. Alcohol Violations

1. Use, possession, sale, or distribution of alcoholic beverages or alcoholic beverage containers on campus or while engaged in any Mississippi College-related function, including functions sponsored by any Mississippi College organization, as well as irresponsible behavior involving the use of alcoholic beverages whether on or off campus is not allowed. Examples of alcohol violations include, but are not limited to:
  1. Showing physical or mental impairment following or resulting from alcohol use;
  2. Evidence of consumption;
  3. Irresponsible behavior involving the use of alcoholic beverages;
  4. Possessing empty alcohol containers for decorative purposes;
  5. Participating in or being present during the occurrence of any drinking game;
  6. Using or possessing common sources of alcohol including, but not limited to kegs, party balls, punch bowls, wine boxes, etc.

### 1. R. Drug Violations

1. Use, possession, distribution, sale, manufacture, or evidence of consumption of narcotics, controlled substances or illegal drugs on or off Mississippi College property, or at a Mississippi College-sponsored events or programs in accordance with federal, state, and local laws.
2. Examples of violations include, but are not limited to:
  1. Misuse of over-the-counter drugs.
  2. Misuse or sharing of prescription drugs.
  3. Possessing, using, being under the influence of, distributing, or manufacturing any form of illegal drug.
  4. Possessing paraphernalia (i.e. rolling papers, pipes, bongs, grinders, etc.) for intended or implied use of any form of illegal drug.
  5. Possessing paraphernalia that contains or appears to contain illegal drug residue.
  6. Purchasing or passing illegal drugs from one person to another.
  7. Using mail services to purchase, pass, or distribute illegal drugs.



## State and Federal Law

### Mississippi Laws Prohibit:

- A. Persons under 21 years of age from purchasing, attempting to purchase, consuming, possessing or transporting alcoholic beverages.
- B. Public intoxication as evidenced by boisterous and offensive conduct or endangerment of self, others or property.
- C. Driving while under the influence of alcohol or controlled substances.
- D. Unlicensed sale or possession for sale, of any alcoholic beverages.

### Federal Penalties and Sanctions for Illegal Possession of a Controlled Substance:

- 1. 1st conviction: Up to 1-year imprisonment and fined at least \$1,000 but not more than \$100,000 or both.
- 2. After 1 prior drug conviction: At least 15 days in prison, not to exceed 2 years and fined at least \$2,500 but not more than \$250,000 or both.
- 3. After 2 or more prior drug convictions: At least 90 days in prison, not to exceed 3 years and fined at least \$5,000 but not more than \$250,000 or both.
- 4. Special sentencing provisions for possession of crack cocaine: Mandatory at least 5 years in prison, not to exceed 20 years and fined up to \$250,000 or both, if:
  - (a) 1st conviction and the amount of crack possessed exceeds 5 grams.
  - (b) 2nd crack conviction and the amount of crack possessed exceeds 3 grams.
  - (c) 3rd or subsequent crack conviction and the amount of crack possessed exceeds 1 gram.

## ALCOHOL AND/OR DRUG ABUSE HELP

Student Counseling and Disability Services (SCDS) provides assessment and referrals for drug and alcohol abuse and misuse from requesting students. Mississippi College does not have a contractual relationship with any of the referral sources. Students should determine for themselves whether they feel the agency will meet their needs. Students may contact the director of SCDS to schedule an appointment for an assessment ([mbryant@mc.edu](mailto:mbryant@mc.edu) or 601.925.7790).

It is the desire of Mississippi College to have a totally Drug Free environment, where the body, as the temple of God, is allowed to remain healthy and grow in stature and where the mind is allowed to grow in wisdom.

# MISSING STUDENT POLICY



## Purpose

In compliance with the Higher Education Reauthorization Act of 2008, the purpose of this policy is to establish procedures for reporting, investigating and emergency notification as it relates to resident students at Mississippi College who is believed to be missing.

## Policy

A resident student may be considered to be a “missing student” if the student’s absence is inconsistent to his/her usual pattern of behavior and unusual circumstances may have caused the absence. Such circumstances could include, but not be limited to, a report or suspicion that the missing person may be the victim of foul play, has expressed suicidal thoughts, is drug dependent, is in a life-threatening situation, or has been with persons who may endanger the student’s welfare. Before assuming that a student is missing, all necessary rational measures should be taken to determine if the student is missing.

Any member of the university community who is concerned for a residential student, who might be missing, should contact the Office of Public Safety, (601) 925-3204 or the Office of the Associate Dean of Students, (601) 925-3275, immediately after determining a student is missing by the above definition.

In case of emergency, please contact Clinton Police Department by dialing 911 or (601) 924-5252, immediately.

## Procedures for Designation of Confidential Emergency Contact Information

1. A residential student is any student residing in a Mississippi College operated or leased residential facility.
2. Students will be given the opportunity during each year's housing application process to designate an emergency contact (not necessarily a parent).
3. The emergency contact will be notified by the college no more than 24 hours after the time that the student is determined to be missing.
4. A designation will remain in effect until changed or revoked by the student.
5. In the event a student who is under the age of 18 and is not emancipated is determined to be missing, Mississippi College is required to notify a custodial parent or guardian, in addition to the student's designated contact, no more than 24 hours after the student is determined to be missing.
6. Only authorized campus officials, in compliance with their responsibilities, and law enforcement officers assisting in a missing person investigation, may have access to emergency contact or confidential contact information.

### Investigating Missing Students

Any report of a missing student will be immediately referred and investigated by the Office of Public Safety no later than 24 hours after a residential student is deemed missing. The Office of Public Safety will contact the appropriate law enforcement agency to report the student as a missing person and the local law enforcement agency will take charge of the investigation.

### Notifying Emergency Contact Person

If the Office of Public Safety or law enforcement personnel has been notified and makes a determination that a student who is the subject of a missing person report has been missing for more than 24 hours and has not returned to campus, the Associate Dean of Students will notify the emergency contact (for students 18 and over) or the emergency contact and the custodial parent or guardian (for students under the age of 18) of the student who is believed to be missing.



# ***SEXUAL MISCONDUCT & RELATIONSHIP VIOLENCE POLICY***

## **Article I: Introduction**

Mississippi College is committed to maintaining a Christian environment for work, study, and social activities. As a Christian institution of higher education, Mississippi College has a moral commitment to the worth and dignity of all individuals. The university's policy of opposition to sexual misconduct is not simply a legal requirement, it is a direct result of Mississippi College's unwavering commitment to Christian and moral values as expressed in its Vision, Values, and Mission.



## Scope of the Policy

Sexual misconduct, in reference to this policy, shall be defined by Title IX of the Education Amendments of 1972 and the Violence Against Women Reauthorization Act of 2013. The Sexual Misconduct & Relationship Violence Policy, as defined by this policy, applies to any allegation of sexual misconduct against a member of the Mississippi College campus community, regardless of where the alleged sexual misconduct occurred. Although there is no geographical limitation to invoking this policy, sexual misconduct that is alleged to have occurred at a significant distance from the university may be more difficult to investigate. For this reason, victims of sexual misconduct away from the university campus are especially encouraged to notify local authorities to assist in the investigation.

## Privacy & Confidentiality

Mississippi College is committed to facilitating an environment that encourages members of the campus community to come forward if they have experienced any form of sexual misconduct. The university will endeavor to protect the identities and privacy of those who seek help or who report sexual misconduct. However, it is important to understand the limits on confidentiality of individuals who may be contacted for such assistance. Different people, depending on their positions, have different obligations with regard to confidentiality. Members of the campus community can expect confidentiality from Student Counseling Services, Student Health Services, and campus ministers. See "Reporting Sexual Misconduct" below for more information regarding confidential communication and responsible parties.

## Amnesty Policy

It is assumed that every student enrolling at Mississippi College agrees to conduct himself or herself in a manner conducive to the highest sort of mental and moral development in keeping with the ideals and traditions of the College as outlined in the Mississippi College Student Code of Conduct. Mississippi College has a primary objective to promote the reporting of instances of sexual misconduct so those affected can receive the support and resources needed. Reports of sexual misconduct, made in good faith by complainants who may have violated the Mississippi College Student Code of Conduct at the time of the sexual misconduct incident, are granted amnesty from disciplinary actions under the Mississippi College Student Code of Conduct.

## Article II: Authority on Issues of Sexual Misconduct

1. The Title IX Coordinator, in cooperation with the Chief Conduct Officer, shall determine the composition of all hearing bodies and appellate bodies for violations of the sexual misconduct policy. The Title IX Coordinator has the delegated responsibility to determine which conduct body, conduct officer and appellate body shall be authorized to hear each case.
2. The Title IX Coordinator, in cooperation with the Chief Conduct Officer shall develop policies for the administration of the sexual misconduct policy and procedural rules for the conduct hearings which are consistent with provisions of the Mississippi College Sexual Misconduct & Relationship Violence Policy.
3. As designated by this policy, decisions made and sanctions recommended by the Sexual Misconduct Hearing Board shall be final, pending the normal appeal process.



### Article III: Definitions

1. The term "College," "University," "Institution," or "MC" means Mississippi College.
2. The term "student" includes all persons taking courses at Mississippi College, both full-time and part-time, pursuing undergraduate, graduate, doctorate or professional studies and those who attend post-secondary educational institutions other than Mississippi College and who reside in Mississippi College residence halls. A person who is not officially enrolled for a particular term but has a continuing relationship with Mississippi College is considered a "student."
3. The term "faculty member" means any person assigned by the College to conduct classroom activities.
4. The term "College official" includes any person performing assigned administrative or professional responsibilities.
5. The term "member of the College community" includes any person who is a student, faculty member, College official or any other person employed by Mississippi College. A person's status in a particular situation relative to this code shall be determined by the Chief Conduct Officer.
6. The term "College premises" or "College property" includes all land, buildings, facilities, and other property in the possession of, or owned, used or controlled by Mississippi College including adjacent streets and sidewalks.
7. The term "organization" means any number of persons who have complied with the formal requirements for recognition of an organization at Mississippi College.
8. The term "complainant" refers to the individual or individuals who bring forth a complaint against another student. A complainant could be any member of the Mississippi College community.
9. The term "respondent" refers to the student or students accused of a violation of the Mississippi College Sexual Misconduct & Relationship Violence Policy.
10. The term "information" includes, but is not limited to, any and all pertinent records, exhibits and written statements relating to an incident and/or violations of the Mississippi College Sexual Misconduct & Relationship Violence Policy.
11. "Consent"

Effective consent is informed, freely and actively given, in mutually understandable words or actions, by each participant, which indicates a willingness to participate in mutually agreed upon sexual activity.

In the absence of mutually understandable words or actions (a meeting of the minds on what is to be done, where, with whom, and in what way), it is the responsibility of the initiator, that is, the person who wants to engage in the specific sexual activity, to make sure that they have consent from their partner. Relying solely upon non-verbal communication can lead to miscommunication. It is important not to make assumptions. If confusion or ambiguity on the issue of consent arises anytime during the sexual interaction, the initiator should stop and verbally clarify the other individual's willingness to continue.

Consent is mutually understandable when a reasonable person would consider the words or actions of the parties to have manifested a mutually understandable agreement between them to do the same act, in the same way, at the same time, with each other.

Consent which is obtained through the use of fraud or force, whether that force is physical force, threats, intimidation, or coercion, is ineffective consent. Intimidation or coercion is determined by reference to the reasonable perception of a person found in the same or similar circumstances.



Consent may not be inferred from silence, passivity or lack of active resistance alone. Consent may never be given minors, mentally disabled persons, or physically incapacitated persons.

Silence, previous sexual relationships, and/or current relationship with the respondent (or anyone else) may not, themselves, be taken to imply consent. Consent cannot be implied by attire, or inferred from the buying of dinner, the giving of or exchange of any gifts, or the spending of money on a date.

Consent to one type of sexual act may not, in itself, be taken to imply consent to another type of sexual act. Consent has an expiration date. Consent lasts for a reasonable time, depending on the circumstances. Consent to sexual activity may be withdrawn at any time, as long as the withdrawal is communicated clearly; upon clear communication, all sexual activity must cease.

## 12. "Incapacitation"

Incapacitation means being in a state where a person lacks the mental or physical capacity to appreciate the fact that the situation is sexual, or cannot appreciate (rationally and reasonably) the nature and extent of that situation or its potential consequences.

One who is physically incapacitated as a result of alcohol or other drug consumption (voluntarily or involuntarily), or who is unconscious, unaware, or otherwise physically helpless, is incapable of giving consent. One may not engage in sexual activity with another who one knows, or should reasonably have known is incapacitated as a result of alcohol or drugs. The use of alcohol or drugs can lower inhibitions and create an atmosphere of confusion over whether consent is freely and effectively given. The perspective of a reasonable person will be the basis for determining whether one should have

known about the impact of the use of alcohol or drugs on another's ability to give consent. Being intoxicated or high does not diminish one's responsibility to obtain consent and is never an excuse for acts covered under "Article III, Section X: Sexual Misconduct.")

13. The term "proceedings" refers to all activities related to an institutional conduct complaint, including, but not limited to, fact finding investigations, formal or informal meetings, and hearings.
14. The term "results" refers to any initial, interim, and final decision by any official or entity authorized to resolve disciplinary matters within the institution.
15. The term "advisor" refers to an individual who provides the accuser or accused support, guidance, or advice. An advisor may not participate directly in a student conduct conference and/or hearing process nor may an advisor address any participant in the student conduct conference and/or hearing process other than the student the advisor represents. An attorney will not be allowed to serve as an advisor.
16. The term "programs to prevent sexual misconduct & relationship violence" refers to comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end sexual misconduct & relationship violence that:
  - a. Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research or assessed for value, effectiveness, or outcome; and
  - b. Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels

Programs to prevent sexual misconduct & relationship violence include both primary prevention and awareness programs directed at incoming students and new employees and ongoing prevention and awareness campaigns directed at students and employees.

17. The term “awareness programs” refers to community-wide or audience specific programming, initiatives, and strategies that increase audience knowledge and share information and resources to prevent violence, promote safety, and reduce perpetration

18. The term “bystander intervention” refers to safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of programs to prevent sexual misconduct & relationship violence.

Bystander intervention includes:

- Recognizing situations of potential harm
- Understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking actions to intervene

19. The term “ongoing prevention and awareness campaigns” includes programming, initiatives, and strategies that are sustained over time and focus on increasing understanding of topics relevant to and skills for addressing programs to prevent sexual misconduct & relationship violence, using a range of strategies with audiences throughout the institution

20. The term “primary prevention programs” refers to programming, initiatives, and strategies informed by research or assessed for value, effectiveness, or outcome that are intended to stop sexual misconduct & relationship violence before they occur through the promotion of positive and healthy behaviors that foster healthy,

mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe direction.

21. The term “risk reduction” refers to options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

22. The term “prompt, fair, and impartial proceeding” refers to a proceeding that is completed within reasonably prompt timeframes designated by an institution’s policy, including a process that allows for the extension of timeframes for good cause and with written notice to the accuser and the accused of the delay and the reason for the delay;

Conducted in a manner that:

- a. Is consistent with the institution’s policies and transparent to the accuser and accused;
- b. Includes timely notice of meetings at which the accuser or accused, or both, may be present; and
- c. Provides timely and equal access to the accuser, the accused, and appropriate officials to any information that will be used during informal and formal disciplinary meetings and hearings; and
- d. Conducted by officials who do not have a conflict of interest or bias for or against the accuser or the accused

## Article IV: Prohibited Conduct

Sexual misconduct, in reference to this policy, shall be defined by Title IX of the Education Amendments of 1972 and the Violence Against Women Reauthorization Act of 2013. These behaviors are considered inappropriate by Mississippi College .

a. **Sexual Harassment:** Sexual Harassment is unwelcome, gender-based verbal or physical conduct that is sufficiently severe, persistent, or pervasive that it unreasonably interferes with, denies, or limits someone's ability to participate in or benefit from Mississippi College's educational programs and/or activities, and is based on power differentials, the creation of a hostile environment, or retaliation. Examples include, but are not limited to:

- i. An attempt to coerce an unwilling person into a sexual relationship
- ii. To repeatedly subject a person to egregious, unwelcome sexual attention
- iii. To punish a refusal to comply with a sexual based request
- iv. To condition a benefit on submitting to sexual advances
- v. Gender-based bullying

b. **Sexual Assault (Non-Consensual Sexual Contact):** Sexual assault is an offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Unified Crime Reporting program.

- i. Rape: The 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.
- ii. Fondling: The touching of the private body parts of another person for

the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his or her or because of his or her temporary or permanent mental incapacity.

- iii. Incest: Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- iv. Statutory rape: Sexual intercourse with a person who is under the statutory age of consent.

c. **Sexual Exploitation:** Sexual exploitation occurs when a student takes a non-consensual or abusive sexual advantage of another for his/her own advantage or benefit, or to benefit or advantage anyone other than the one being exploited, and that behavior does not otherwise constitute another violation of the Mississippi College Sexual Misconduct & Relationship Violence Policy. Examples of sexual exploitation include, but are not limited to:

- i. Invasion of sexual privacy
- ii. Prostituting another student
- iii. Non-consensual video or audio taping of sexual activity
- iv. Going beyond the boundaries of consent
- v. Engaging in voyeurism (the sexual interest in or practice of spying on individuals engaged in intimate behaviors, such as, but not limited to, undressing, sexual activity, or other actions usually considered to be private in nature)
- vi. Knowingly transmitting an STD, STI or HIV to another student



- d. **Domestic Violence:** A felony or misdemeanor crime of violence committed
- By a current or former spouse or intimate partner 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 or intimate partner;
  - By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred;
  - 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 in which the crime of violence occurred.
- e. **Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.
- The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
  - For the purposes of this definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
  - Dating violence does not include acts covered under the definition of domestic violence.
  - Any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.
- f. **Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to
- Fear for the person's safety of others; or
  - Suffer substantial emotional distress
- For the purposes of this definition:
- "Course of conduct" means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
  - "Reasonable person" means a reasonable person under similar circumstances and with similar identities to the victim.
  - "Substantial emotional distress" means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
  - Any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

## Article V: Initial Steps & Reporting

### Initial Steps to Take if You Experience Sexual Misconduct

Sexual assault, harassment, and other forms of sexual misconduct or relationship violence can have profound impacts on personal, professional, and academic life. If you have experienced sexual misconduct of any kind, the University urges you to take action to seek the help and support that you need. Individual experiences of sexual misconduct vary widely, as do people's needs. You have choices about what to do and when, and the University has people who can explain the options, answer your questions, and support you along the way.

#### Immediate Steps

1. Go to a safe place. In the immediate aftermath of a sexual assault, sexual violence, or other forms of sexual misconduct, the most important step to take is to get to a safe place. Whether it be your home, a friend's home, or with a family member, immediate safety is what matters most.
2. Seek medical treatment. If you have experienced physical or sexual violence, it is important to get care as soon as possible. Even if you feel okay, you may be injured or at risk of contracting a sexually transmitted infection or becoming pregnant. If you were sexually assaulted within the past 72 hours, you should strongly consider having physical forensic evidence collected at the time of your medical examination.

#### Preserving Evidence

1. Avoid activities that may alter or destroy evidence of sexual misconduct that is criminal in nature. Should a person experience physical or sexual violence of a criminal nature, it is important to preserve any evidence in the event the person wishes to pursue criminal charges.

A Sexual Assault Nurse Examiner (SANE) is available through Mississippi Baptist Medical Center, or other local hospitals (See additional resources in Article IX of this policy). If a victim goes to the hospital, local police will be notified but victims are not obligated to talk to the police or to pursue prosecution. Having the evidence collected in a professional manner will help keep options open for victims to pursue criminal prosecution, but will not obligate victims to do so.

Victims wishing to preserve evidence for possible criminal prosecution should avoid the following activities and proceed to the closest hospital of medical facility for professional assistance.

- a. Avoid washing your hands
- b. Avoid brushing your teeth
- c. Avoid showering
- d. Avoid using the bathroom, if possible
- e. Avoid combing your hair
- f. Avoid cleaning the scene of the incident
- g. Avoid changing your clothes. If you have changed clothes, take them with you to the hospital in a paper bag.

Other steps to consider should you wish to pursue charges: Save voicemails, emails, and text messages. Even if you do not initially plan to pursue a disciplinary or criminal complaint, it is good to keep those options open by retaining evidence.

## Reporting Options

Sexual misconduct may constitute criminal activity. Police are in the best position to secure evidence of a crime. Saving voicemails, e-mails, and text messages can be very powerful in building a strong case. Even if you do not initially plan to pursue a disciplinary or criminal complaint, it is good to keep those options open by retaining evidence.

1. Report the incident. If you have experienced or learned about sexual misconduct involving a member of the Mississippi College community, you may file a report, as outlined below. By reporting the incident, you alert the University and enable administrators to respond appropriately both to your case and to broader patterns of behavior. Reporting also allows you to discuss your options and gives you immediate access to various accommodations.

## Support

1. Get support. You should not have to cope with this experience alone. There are many places to turn. See the resources in Article IX of this policy for on campus and off campus resources for victims of sexual misconduct.

## Reporting Sexual Misconduct on Campus

Mississippi College is committed to facilitating an environment that encourages alleged victims to come forward if they have experienced any form of sexual misconduct. The university will take precautions to protect the identities and privacy of those who seek help or who report sexual misconduct.

The university encourages those who believe that they are a victim of sexual misconduct to file complaints as soon as possible. There is no period of limitation, provided that the accused is a member of the campus community. A complaint of sexual misconduct may be filed at any time while the accused is

an active member of the campus community, regardless of the length of time between the alleged misconduct and the decision to file the complaint. The longer the victim waits to report an alleged act of sexual misconduct, the more difficult it becomes for the university and/or law enforcement to gather the needed evidence and respond.

Reporting provides resources to victims and contributes to keeping the campus secure. It is important to understand that filing a report of sexual misconduct can be the beginning to the healing process. Reporting and/or pressing charges can prevent an offender from harming another person. Sexual misconduct should be reported to the Title IX Coordinator, or can be reported to any other responsible employee. No student should assume that an official of MC knows about his/her situation. Students should report all incidents of sexual misconduct.

The Title IX Coordinator, Mississippi College Public Safety or associate dean of students will, upon request, assist any individual in making a report to law enforcement. The complainant has the right to report the sexual misconduct to the college and to simultaneously report to law enforcement. The complainant has the right to seek to obtain an order of protection/restraining order, and the college will cooperate to comply with any such orders.

Members of the campus community, including faculty, staff, administrators, and student employees, who have direct responsibility for student welfare, are required to inform the Title IX Coordinator about any report of sexual misconduct they receive or instance of which they become aware. Students and all other members of the campus community who do not have direct responsibility for student welfare may report any instance of sexual misconduct for which they have knowledge.

The following categories of employees are Mississippi College's responsible employees:

- Faculty (tenured, non-tenured, full-time, adjunct, temporary)
- Staff (Administrative, Student Affairs)
- Administrators
- Coaches
- Deans
- Graduate Assistants
- Resident Assistants
- Office of Public Safety employees (part-time, full-time)

The filing of a complaint with a non-confidential responsible employee above triggers the University's responsibility for conducting an investigation into the particular incident. Submission of a false, misleading or bad faith report or complaint is considered a violation of this policy, is prohibited, and may lead to sanctions.

Acts of sexual misconduct can be reported using the "Report It" form at [www.mc.edu/reportit](http://www.mc.edu/reportit).

An individual may not choose to provide all of the necessary information relevant to the case. However, the University still has an obligation to investigate the incident in order to provide a safe, non-discriminatory environment for all students, faculty and staff. In deciding whether a complaint must be pursued, the Title IX Coordinator will handle matters involving University employees, vendors, and/or third parties, while the Chief Conduct Officer, his or her designee or a Deputy Title IX Coordinator will handle matters which only involve students.

## Confidential Reporting

There are certain employees on campus that a student may have privileged and confidential communications. Professional, licensed counselors, and pastoral counselors who provide mental health counseling to members of the Mississippi College community are not required to report information about an incident to the Title IX Coordinator or Deputy Title IX Coordinator(s) without a victim's permission. Following is the contact information for offices with confidential employees:

- Office of Counseling & Disability Services  
Alumni Hall 4th Floor  
601.925.7791
- Office of Christian Development  
Nelson Hall 212  
601.925.3235

Mississippi College encourages counselors to inform clients of their opportunity to provide confidential statements for inclusion in the Annual Disclosure of Crime Statistics by submitting a Silent Witness Form on the Office of Public Safety website or through the Report It Form on the Office of Student Development website.



## Article VI: Student Rights

### A. Respondent's Rights

Mississippi College provides the following rights to the respondent:

1. To be informed of the Mississippi College Sexual Misconduct & Relationship Violence Policy and its corresponding procedures;
2. To request a review of a violation of the Mississippi College Sexual Misconduct & Relationship Violence Policy. Any member of the Mississippi College community may file a charge or complaint against a student when that person believes the student has violated the Mississippi College Sexual Misconduct & Relationship Violence Policy;
3. To receive notice of any alleged violations of Mississippi College policy and/or breaches of the Mississippi College Sexual Misconduct & Relationship Violence Policy;
4. To have the benefit of opportunity to be heard by an impartial Hearing Board or Hearing Officer in addressing an allegation(s) of a violation of Mississippi College policy;
5. To have one advisor present in a student conduct conference and/or hearing. An advisor may not participate directly in a student conduct conference and/or hearing process nor may an advisor address any participant in the student conduct conference and/or hearing process other than the student the advisor represents.
6. To view the list of witnesses against him or her at the Administrative Student Conduct Conference or prior to a hearing in front of a hearing board;
7. To examine any information, incident reports, or pertinent records to be used against him or her in a conduct proceeding. Incident reports serve as official documentation to incidents involving students. Incidents that are considered valid for review when the circumstances warrant, include, but are not limited to, the following: alleged misconduct, actions that may be harmful to one's self or others, or actions that may cause potential damage to personal or Mississippi College property. Students have the following rights regarding information on incident reports:
  - a. A student has the right to contest the information pertaining to him or her on the report;
  - b. A student has the right to present or provide information regarding his or her alleged conduct as stated in the report;
  - c. A student has the right to submit information to contest his or her alleged actions or involvement
8. To appeal any first-level decision, provided that one or more of the reasons for appeal is listed in the Mississippi College Sexual Misconduct Policy. Appeals must be relevant to the case. On appeal, the burden of proof rests with the student filing the appeal to show clearly that an error substantially affecting the outcome of the proceedings has occurred during the first level hearing process. The appellate body is determined by the Chief Conduct Officer in cooperation with the Title IX Coordinator.
9. To be notified of the status and outcome of the student conduct process at the first hearing level and final outcome to the extent that the outcome directly relates to the complainant and the notification does not violate the privacy rights of the complainant and accused.

## B. Complainant's Rights

Mississippi College provides the following rights to the complainant. Complainants must notify the Chief Conduct Officer, or his or her designee, at least two (2) class days prior to the scheduled hearing, if any of the following rights listed below shall be exercised:

1. To have his or her unrelated past behavior excluded from the hearing. The Chief Conduct Officer, or his or her designee, will decide if such information is unrelated. The past sexual history of the complainant is not relevant, unless deemed essential by the Chief Conduct Officer, or his or her designee, to protect rights of the parties.
2. To attend an information session, during which time the complainant can view all the information related to the case and receive instruction regarding the conduct process and rights of the individuals involved. Mississippi College shall provide notice to the complainant of these rights at least five (5) school days prior to a student conduct hearing.
3. To have one advisor accompany the complainant when presenting information to the Chief Conduct Officer or his or her designee, the hearing board and to any other relevant meetings held throughout the student conduct process. An advisor may not participate directly in a student conduct conference and/or hearing process, nor may an advisor address any participant in the student conduct conference and/or hearing process other than the student the advisor represents.
4. To provide information including presenting witnesses and/or signed written statements, as well as other relevant reports and documentary information.
5. To question the respondent and witnesses during the hearing. Questions to the respondent will first be posed to the hearing board, and depending on the case, the hearing board will pose the questions to the respondent.
6. To submit an impact statement to the Chief Conduct Officer or his or her designee. This information will be used only in the sanctioning phase of deliberations, if the respondent is found responsible for the charge(s). The respondent may request to view the impact statement. The request will be considered by the Chief Conduct Officer or his or her designee, in consultation with the complainant.
7. To request to speak in a separate room from the charged student during the hearing procedure, as long as the process does not unduly compromise the respondent's right to question the witness.
8. To request to be present throughout the entire hearing, or portions thereof. This option will be considered by the Chief Conduct Officer or his or her designee, and the decision shall be final and not subject to appeal.
9. To be notified of the status and outcome of the student conduct process at the first hearing level and final outcome to the extent that the outcome directly relates to the complainant and the notification does not violate the privacy rights of the respondent.
10. To appeal any first-level decision, provided that one or more of the reasons for appeal is listed in the Mississippi College Sexual Misconduct & Relationship Violence Policy. Appeals must be relevant to the case. On appeal, the burden of proof rests with the student filing the appeal to show clearly that an error substantially affecting the outcome of the proceedings, abridging a right of the student, has occurred during the first level hearing process. The appellate body is determined by the Chief Conduct Officer in cooperation with the Title IX Coordinator.

## Article VII: Investigation, Hearing Procedures, Sanctions & Appeals

Investigations involving acts of sexual misconduct (student on student) are handled according to the procedures outlined below, in cooperation with the Title IX Coordinator.

### Interim & Protective Measures

The Chief Conduct Officer, or his or her designee, in consultation with the Title IX Coordinator, may impose interim and/or protective measures in order to stop the alleged sexual harassment or misconduct. Interim measures are preliminary and only in effect until the process is complete and a decision is rendered. However, certain measures may become permanent as a result of a hearing, or at the discretion of the Chief Conduct Officer or Title IX Coordinator. Interim and/or protective measures include, but are not limited to

1. Removal from or modification of living arrangements
2. Removal from or modification of academic courses
3. Removal from or modification of co-curricular program and activities, including athletics
4. Escort by Public Safety while on campus
5. No Contact Orders between individuals
6. No Trespass Order on Mississippi College's campus for an individual
7. Advisory letter. For example, a letter informing a person, organization, team, etc. that actions or behavior that created an environment conducive to violations of the Sexual Misconduct Policy should end immediately or result in a further response by the university
8. Assistance with retaking coursework or withdrawing from a course(s) without penalty

9. Assistance locating an off-campus counselor if on-campus counseling cannot meet needs

#### 10. Emergency action

The University reserves the right to take whatever measures it deems necessary in response to an alleged violation of the Sexual Misconduct Policy in order to protect the safety or orderly operation of the campus community. Not all violations of the Sexual Misconduct Policy will involve the same set of circumstances, so the Chief Conduct Officer, in cooperation with the Title IX Coordinator, will use his or her discretion to impose interim and/or protective measures.

### Investigation Process

A formal investigation will be employed when a victim files a sexual misconduct complaint and authorizes the investigation. Mediation is never an appropriate resolution for an alleged violation of sexual misconduct. The Chief Conduct Officer, or his or her designee, has specialized training in investigations and will conduct interviews of the victim, accused, and any witnesses identified. Those interviews will be conducted separately and privately. The respondent will be considered notified by the institution of an investigation at the time of receipt of a request for a meeting with an investigator. The Chief Conduct Officer, or his or her designee, may re-interview the complainant and/or respondent as needed. The Chief Conduct Officer, or his or her designee, will also review any evidence the parties or witness may have. The complainant and the respondent both have specific rights during the investigation process, as outlined in Article IV of this policy. The investigative process will be done in cooperation with the Title IX Coordinator.

Any information provided by local law enforcement to the University may be considered a part of the investigative report prepared by the institution. At the conclusion

of the investigation, the Chief Conduct Officer, or his or her designee, will decide whether to charge the respondent with a violation of the sexual misconduct policy using a “preponderance of the evidence” standard. If the Chief Conduct Officer, or his or her designee, determines charges are merited, he or she will notify the complainant and the respondent in writing. If the Chief Conduct Officer, or his or her designee, determines charges are not merited, he or she will notify the complainant and the respondent in writing.

If a charge is issued, the Chief Conduct Officer, or his or her designee will schedule separate meetings with both the complainant and the respondent to review the Mississippi College Sexual Misconduct & Relationship Violence Policy, its corresponding procedures and all afforded rights to both the complainant and the respondent. At this time, both the complainant and the respondent will have the opportunity to review the relevant information in the case. The complainant and the respondent will both be notified of the day, time and location of the hearing at this time, as described in the “Hearing Procedures” below.

The Investigation Process, although carried out by the Chief Conduct Officer, or his or her designee, will be in cooperation with the Title IX Coordinator.

## **Retaliation**

Retaliation against any person making a complaint of sexual misconduct or against any person cooperating in the investigation of alleged acts of sexual misconduct is in violation of this policy and the Mississippi College Student Code of Conduct. Retaliation includes intimidation, threats or harassment against any complainant or third party, and interference in any stage of the investigation or review of the alleged act of sexual misconduct. Retaliation will result in swift disciplinary action.

## **Hearing Procedures**

A formal hearing resolution process will be employed when the Chief Conduct Officer, or his or her designee, charges a respondent with a violation of the Mississippi College Sexual Misconduct & Relationship Violence Policy.

Hearings involving the Sexual Misconduct Hearing Board are designed for both the complainant and respondent to present their accounts of an incident. The hearing for issues of sexual misconduct will be prompt, fair, and impartial.

1. The complainant and the respondent student shall be given written notice of the hearing to inform each of the specific charge(s), of his or her rights as a student, and the date, time and location of the hearing.
  - a. Generally, a hearing will be schedule with a minimum notice of five (5) school days and maximum of fifteen (15) school days before the hearing takes place. However, due to the nature of the academic year, if the incident occurs close to the end of a semester, or if the appropriate hearing board cannot be scheduled, the student’s case will be heard as soon as a hearing can be scheduled.
  - b. Time limits for scheduling hearings may be extended at the discretion of the Title IX Coordinator, Chief Conduct Officer or his or her designee, or the Vice President for Enrollment Services and Dean of Students.
  - c. If an in-person notification is not possible, notice of a hearing shall be sent/delivered to the student’s campus email address and/or local mailing address identified on the student’s record, and shall be considered delivered two working days after the letter has been posted or sent.



2. The purpose of a sexual misconduct hearing is to determine if the respondent student is responsible for violating one or more standards of the Mississippi College Misconduct Policy, and to recommend any appropriate sanctions. A student is presumed to be not responsible until proven responsible in a student conduct hearing.
  3. Hearings shall be conducted by a sexual misconduct hearing board according to the following guidelines:
    - a. Hearings shall be conducted in private.
    - b. Admission of any person to the hearing shall be at the discretion of the Chief Conduct Officer or his or her designee.
    - c. In hearings involving more than one respondent student, the Chief Conduct Officer or his or her designee, at his or her discretion, may permit the hearings concerning each student to be conducted separately.
    - d. The complainant and the respondent student(s) have the right to be assisted by an advisor, according to the guidelines outlined in "Article IV: Student Rights" of the Mississippi College Sexual Misconduct & Relationship Violence Policy.
    - e. The complainant and the respondent shall have the right to cross examine the other through supplying cross examination questions to the hearing board chair. Neither will be allowed to directly ask questions to each other.
    - f. The complainant and the respondent shall have the privilege of presenting witnesses, subject to the right of cross examination by the hearing board.
    - g. Pertinent records, exhibits and written statements may be accepted as information for consideration by a hearing board at the discretion of the Chief Conduct Officer or his or her designee.
    - h. All procedural questions are subject to the final decision of the Student Conduct Officer presiding over or conducting the hearing.
    - i. After the hearing, the hearing body shall determine (by majority vote) whether the student has violated each section of the Mississippi College Sexual Misconduct & Relationship Violence Policy which the student has been charged.
    - j. The hearing board's determination shall be made on the basis of whether it is more likely than not (preponderance of the evidence) that the respondent student violated the Mississippi College Sexual Misconduct & Relationship Violence Policy.
    - k. There shall be a single verbatim record, such as a tape recording, of all hearings before a student conduct hearing board. The record shall be the property of Mississippi College and shall become a part of disciplinary records.
- The hearing board may accommodate concerns for the personal safety, well-being and/or fears of confrontation of the complainant, respondent and/or other witnesses during the hearing by providing separate facilities, by using a visual screen, and/or by permitting participation by telephone, videophone, closed circuit television, video conferencing, videotape, audio tape, written statement, or other means, where and as determined in the sole judgment of the Chief Conduct Officer or his or her designee.

4. A hearing is structured such that the discussion proceeds in an orderly manner. Below is the order a typical hearing follows:

- a. Introductions
- b. The reading of the complaint/charges by the hearing chairperson;
- c. The entering of pleas by each respondent;
- d. There are three pleas: Responsible, Not Responsible and No Plea, which indicates that the student does not know whether or not he or she is responsible, or means the student is unwilling to say and is allowing the hearing board to decide;
- e. Statement of complainant and introduction of information and witnesses;
- f. Questioning of the complainant, the complainant's information and the complainant's witnesses;
- g. Statement of the respondent and introduction of information and witnesses;
- h. Questioning of the respondent, the respondent's information and the respondent's witnesses;
- i. Final questions by the hearing board, complainant, and/or respondent;
- j. Closing statements, first by the complainant and then by the respondent;
  - i. Closing statements shall be specific to the incident involved and may include any reiteration of previously stated facts, written statements of character by a third party, and/or any other comments involving the case. Closing statements are the final opportunity for the respondent and the complainant to provide any additional information which will facilitate the hearing

board's decision, including recommendations for sanctions. Closing statements may be limited to a specified time constraint at the hearing board and/or chairperson's discretion. Once the closing statements are concluded, the complainant, respondent and Student Conduct Officer will be dismissed.

- k. Deliberation of the hearing board;
- l. Recommendation of the hearing board to the Student Conduct Officer

5. If a student pleads "Responsible" to Mississippi College Sexual Misconduct & Relationship Violence Policy charges in a meeting with a conduct officer prior to a hearing, a "Sanctions Only" hearing may be held so that the Sexual Misconduct Hearing Board can recommend sanctions for the violation of the Mississippi College Sexual Misconduct & Relationship Violence Policy. The order for a "Sanctions Only" hearing is defined below:

- a. Introductions
- b. The reading of the complaint/charges by the hearing chairperson;
- c. The entering of pleas by each respondent;
- d. Statement of complainant and introduction of information and witnesses;
- e. Statement of the respondent
- f. Questioning of the respondent and the respondent's information
- g. Final questions by the hearing board
- h. Closing statements by the respondent;
- i. Closing statements shall be specific to the incident involved and may include any reiteration of previously stated facts, written

statements of character by a third party, and/or any other comments involving the case. Closing statements are the final opportunity for the respondent to provide any additional information which will facilitate the hearing board's decision, including recommendations for sanctions. Closing statements may be limited to a specified time constraint at the hearing board and/or chairperson's discretion. Once the closing statements are concluded, the complainant, and Student Conduct Officer will be dismissed.

- i. Deliberation of the hearing board;
- j. Recommendation of the hearing board to the Student Conduct Officer

Both the complainant and respondent will be notified of the decision of the hearing board or any decision of a sexual misconduct disciplinary proceeding within 10 class days of the hearing or disciplinary proceeding. Barring any extenuating circumstances, the notification will be sent to both parties simultaneously via Mississippi College email.

## **Sanctions**

The following sanctions may be imposed upon any student found to have violated the Sexual Misconduct Policy. Sanctioning will be determined by the severity of the violations of the Mississippi College Sexual Misconduct & Relationship Violence Policy:

### **1. Warning**

An official written notice that the student has violated Mississippi College policies and/or rules and that more severe conduct action will result should the student be involved in other violations while the student is enrolled at the Mississippi College.

### **2. Restitution**

Compensation for damage caused to Mississippi College or any person's property. This could also include situations such as failure to return the property to proper condition – labor costs and expenses. This is not a fine but, rather, a repayment for labor costs and/or the value of property destroyed, damaged, consumed, or stolen.

### **3. Fines**

Reasonable fines may be imposed.

### **4. Educational Service or College Service Requirements**

Completion of some type of educational service or specific supervised Mississippi College service.

### **5. Loss of Privileges**

The student will be denied specified privileges for a designated period of time.

### **6. Confiscation of Prohibited Property**

Items whose presence is in violation of Mississippi College policy will be confiscated and will become the property of Mississippi College. Prohibited items may be returned to the owner at the discretion of the Director of Student Development and/or Director of the Office of Public Safety.

### **7. Behavioral Requirement**

This includes required activities including, but not limited to, seeking counseling, academic counseling or substance abuse screening, writing a letter of apology, etc. This may also include working with a Student Services Office such as the Office of Student Success, Community Service Center or Office of Christian Development based on the student's individual needs. This also includes paying any fees that may be charged for said required activity.

#### 8. Educational Program

Requirement to attend, present and/or participate in a program related to the violation. It may also be a requirement to sponsor or assist with a program for others on campus to aid them in learning about a specific topic or issue related to the violation for which the student or organization was found responsible. Audience may be restricted.

#### 9. Restriction of Visitation Privilege

May be imposed on a resident or non-resident student. The parameters of the restriction will be specified.

#### 10. Mississippi College Housing Probation

Official notice that, should further violations of Residence Life Guidelines or other Mississippi College policies occur during a specified probationary period, the student may immediately be removed from Mississippi College residential housing. Regular probationary meetings may also be imposed.

#### 11. Mississippi College Housing Reassignment

Reassignment to another Mississippi College residence hall room or residence hall. Residence Life personnel will decide on the reassignment details.

#### 12. Mississippi College Deferred Housing Suspension

Removal from Mississippi College housing with be deferred pending any additional violations of the Mississippi College Student Code of Conduct. If any further violations occur during a specified period of time, Mississippi College Housing Suspension will be automatic following a finding of "Responsible" for a time period set at the time of sanctioning. This sanction may include restrictions on visitation to specified buildings or all Mississippi College housing during the deferred suspension.

#### 13. Mississippi College Housing Suspension

Removal from Mississippi College housing for a specified period of time after which the student is eligible to return. Conditions for re-admission to Mississippi College housing may be specified. Under this sanction, a student is required to vacate Mississippi College housing within 24 hours of notification of the action, though this deadline may be extended upon application to, and at the discretion of, the Director of Residence Life. This sanction may be enforced with a trespass action if deemed necessary. Prior to reapplication for Mississippi College housing, the student must gain written permission from the Director of Residence Life (or designee). This sanction may include restrictions on visitation to specified buildings or all Mississippi College housing during the suspension.

#### 14. Mississippi College Housing Expulsion

The student's privilege to live in, or visit, any Mississippi College housing structure is revoked indefinitely. This sanction may be enforced with a trespass action if deemed necessary.

#### 15. Mississippi College Conduct Probation

The student is put on official notice that, should further violations of Mississippi College policies occur during a specified probationary period, the student may face suspension or expulsion. Regular probationary meetings may also be imposed.



## 16. Eligibility Restriction

The student is deemed “not in good standing” with the Mississippi College for a specified period of time. Specific limitations or exceptions may be granted by the Director of Student Development and terms of this conduct sanction may include, but are not limited to, the following:

- a. Ineligibility to hold any office in any student organization recognized by Mississippi College or hold an elected or appointed office at Mississippi College; or
- b. Ineligibility to represent the Mississippi College to anyone outside the Mississippi College community in any way including: participating in the study abroad program, attending conferences, or representing the Mississippi College at an official function, event or intercollegiate competition as a player, manager or student coach, etc.

## 17. Mississippi College Deferred Suspension

Deferred suspension is used for offenses found serious enough to warrant suspension, but where the specific circumstances of the case mitigate the offense or for repeated offenses of a less serious nature. Deferred suspension is a designated period of time during which a student is given the opportunity to demonstrate the ability to abide by the community's expectations of behavior articulated in the Student Code of Conduct.

During a deferred suspension the student will be officially suspended from the University, but the suspension will be deferred, meaning that the student may continue to attend classes at this time, however, the suspension will be automatically enforced for failure to complete any assigned sanctions by the deadline and/or for any subsequent violation of the Student Code of Conduct.

## 18. Mississippi College Suspension

Separation from Mississippi College for a specified period of time, after which the student is eligible to return. Eligibility may be contingent upon satisfaction of specific conditions noted at the time of suspension. The student is required to vacate the campus within 24 hours of notification of the action, though this deadline may be extended upon application to, and at the discretion of, the Director of Student Development and Associate Dean of Students. During the suspension period, the student is banned from university property, functions, events and activities without prior written approval from the Director of Student Development. This sanction may be enforced with a trespass action as necessary.

## 19. Mississippi College Expulsion

Permanent separation from Mississippi College. The student is banned from university property and the student's presence at any Mississippi College -sponsored activity or event is prohibited. This action may be enforced with a trespass action as necessary.

## 20. “No Contact” Order

A No Contact Order may be issued to students in cases of, but not limited to, abuse or harassment, which prohibits any communication via e-mail, text message, by phone, through a third party, electronically in any way, or any type of physical contact. If a “No Contact” order is issued, all parties will be required to sign and agree to the “No Contact” arrangement.

## Appeals

1. A decision reached by a sexual misconduct hearing board or a sanction imposed may be appealed by either the complainant or the respondent to the Chief Conduct Officer within five (5) school days of notification of the decision. Such appeals shall be in writing and shall be delivered to the Chief Conduct Officer or his or her designee.
2. Once an appeal is received by either the complainant or the respondent, both the complainant and the respondent will be notified in writing via institutional email of receipt of an appeal, simultaneously.
3. The Chief Conduct Officer may act as the Appellate Body or assign the case to an Appellate Body of his or her choosing, in cooperation with the Title IX Coordinator.
4. An appeal is not a re-hearing of a matter to establish fact and therefore shall be limited to review of the verbatim record of the initial hearing and supporting documents, except as required to explain the basis of new information. The basis for an appeal shall be for one of the following purposes:
  1. To determine whether the original hearing was conducted fairly in light of the charges and information presented, and in conformity with prescribed procedures giving the complaining party a reasonable opportunity to prepare and present information that the Mississippi College Sexual Misconduct & Relationship Violence Policy was violated, and giving the respondent student reasonable opportunity to prepare and to present a rebuttal of those allegations.
  2. To determine whether the decision reached regarding the respondent was based on actual information, that is whether facts in the case were sufficient to establish that a violation of the Mississippi College Sexual Misconduct & Relationship Violence Policy occurred.
3. To determine whether the sanction(s) imposed were appropriate for the violation of the Mississippi College Sexual Misconduct & Relationship Violence Policy which the student was found to have committed, as well as, other substantiated considerations which may have also had a bearing on sanctions such as, but not limited to, past Student Code violations.
4. To consider new information sufficient to alter a decision, or other relevant facts not brought out in the original hearing, because such information and/or facts were not known to the person appealing at the time of the original hearing.
5. Once an appeal is received from either the complainant or the respondent, and the notification of an appeal has been sent to both parties, a decision and simultaneous notification of a final decision to both parties will be made within 10 class days.
6. If an appeal is upheld by the Appellate Body, the body may review the case and recommend action to the Chief Conduct Officer, or recommend to the Chief Conduct Officer that the matter be remanded to the original student conduct body and/or Student Conduct Officer for re-opening of the hearing to allow reconsideration of the original determination and/or sanction(s).
7. Should an Appellate Body choose to review a case, without recommending that it be remanded to its original student conduct body and/or Conduct Officer, the resulting

action taken by the Appellate Body, if any, must be presented to the Chief conduct Officer in the form of a recommendation. The recommendation of the Appellate body shall be considered by the Chief Conduct Officer in determining and imposing final sanctions. Final decision of the Appellate Body and/or the Chief Conduct Officer acting as the appellate body will be reviewed and approved by the Title IX Coordinator. The decision is then final and binding.

8. Appeals by a respondent student may not result in more severe sanction(s). Instead, sanctions shall only be upheld or reduced.
9. Appeals by the complainant may result in sanctions against a respondent being reduced, upheld, or increased.

## Article VIII: Resources & Contact Information

### On campus resources:

Title IX Coordinator	Dr. Debbie Norris VP for Planning & Assessment and Dean of the Graduate School	Nelson Hall 202 601.925.3260 dnorris@mc.edu
Deputy Title IX Coordinator	Jonathan Nutt Director of Student Development	Student Life Center, Back Patio BCR 601.925.3248 nutt@mc.edu
Deputy Title IX Coordinator	Julie Kerr Director of Residence Life	Student Life Center, Back Patio BCR 601.925.7714 jkerr@mc.edu
Deputy Title IX Coordinator	Susan Musselwhite Assistant Athletic Director	A.E. Wood Coliseum 601.925.3362
Assistant Vice President for Student Affairs	Dr. Jonathan Ambrose	Nelson Hall 313 601.925.3275 jwambrose@mc.edu=
MC Security	Mr. Mike Warren Director of Public Safety  Mr. Brent Perkins Assistant Director of Public Safety	Alumni Hall 1st Floor 601.925.3834 mjwarren@mc.edu perkins@mc.edu

### On campus confidential resources:

Student Counseling Services	Dr. Morgan Bryant, LPC, NCC Director of Student Counseling and Disability Services	Alumni Hall 4th Floor 601.925.7790 mbryant@mc.edu
Office of Christian Development	Dr. Beth Masters Director of Christian Life and Ministries	Nelson Hall 212 601.925.3235 dbmasters@mc.edu
Health Services	Scott French, CFNP	Baptist Healthplex, 1st Floor 601.924.9005

### Off campus resources:

Clinton Police Department	305 Monroe Street Clinton, MS 39056 911 601.924.5252
Rape Crisis Center (Central Mississippi)	601.982.7273
Mississippi Baptist Medical Center Emergency Room	1225 North State Street Jackson, MS 601.968.1000



## Article IX: Education

### Outreach and Prevention

Mississippi College is committed to the prevention of sexual misconduct and regularly administers outreach and educational programming designed to increase awareness of the prevalence of sexual misconduct involving college-age students and other University constituents, inform the Mississippi College community about issues related to sexual misconduct such as substance abuse and the role of the bystander, and promote knowledge of the University's Sexual Misconduct & Relationship Violence Policy.

### Training

Mississippi College regularly conducts sexual misconduct and relationship violence training for its constituents, including the following groups:

- Title IX Coordinator & Deputy Title IX Coordinators
- Investigators
- Members of the Hearing Board & the Appeals Board
- Employees
- Students
- Public Safety Officers

These groups are trained, as appropriate and applicable, on such subjects as:

- This Sexual Misconduct & Relationship Violence Policy.
- Title IX and related regulatory guidance.
- The University's responsibility to address allegations of sexual misconduct.
- Recognizing and responding to reports of sexual misconduct.
- Understanding common and counterintuitive victim responses (during and after an incident) and the effect of

sexual misconduct on victims.

- Understanding the link between substance abuse and sexual misconduct.
- Which employees are "Responsible Employees" and which individuals and offices are confidential resources for students.
- Reasonable, appropriate, and sensitive investigative, interview, and hearing techniques that protect victim safety and promote accountability.
- Issues related to Sexual misconduct & relationship violence.
- Specific examples of sexual misconduct and relationship violence training at Mississippi College are:
- An online training module, Title IX Sexual Harassment, is e-mailed to all students, staff, faculty and administrators. All new Mississippi College employees are required to complete the module.
- Faculty & staff receive face-to-face sexual misconduct training during each fall semester.
- Athletes receive sexual misconduct training during the fall and spring semesters from the Office of Counseling and Disability Services through the Step-Up program.
- Sexual Assault Awareness Month is celebrated in April with a program on the quad that gave away teal coasters, ribbons, and donuts.

## Article X: Interpretation and Revision

1. Any question of interpretation regarding this policy shall be referred to the Title IX Coordinator or his or her designee for final determination.
2. The Sexual Misconduct & Relationship Violence Policy shall be reviewed periodically under the direction of the Title IX Coordinator.

# ***SEX OFFENDER REGISTRY***



In accordance with the Campus Sex Crimes Prevention Act of 2000, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, the Office of Public Safety is providing a link to the Mississippi Department of Public Safety Public Sex Offender Registry. This act requires that institutions provide to the campus community the location that this information can be found. It also requires that registered sex offenders report to the state of Mississippi if they are enrolled or employed at an institution of higher education. The Mississippi Department of Public Safety maintains the sex offender registry, and the address is listed below:

<http://state.sor.dps.ms.gov/>

# HATE CRIMES

A hate crime is a traditional offense like murder, arson, or vandalism with an added element of bias. For the purposes of collecting statistics, Congress has defined a hate crime as a "criminal offense against a person or property motivated in whole or in part by an offender's bias against a race, religion, disability, ethnic origin or sexual orientation."

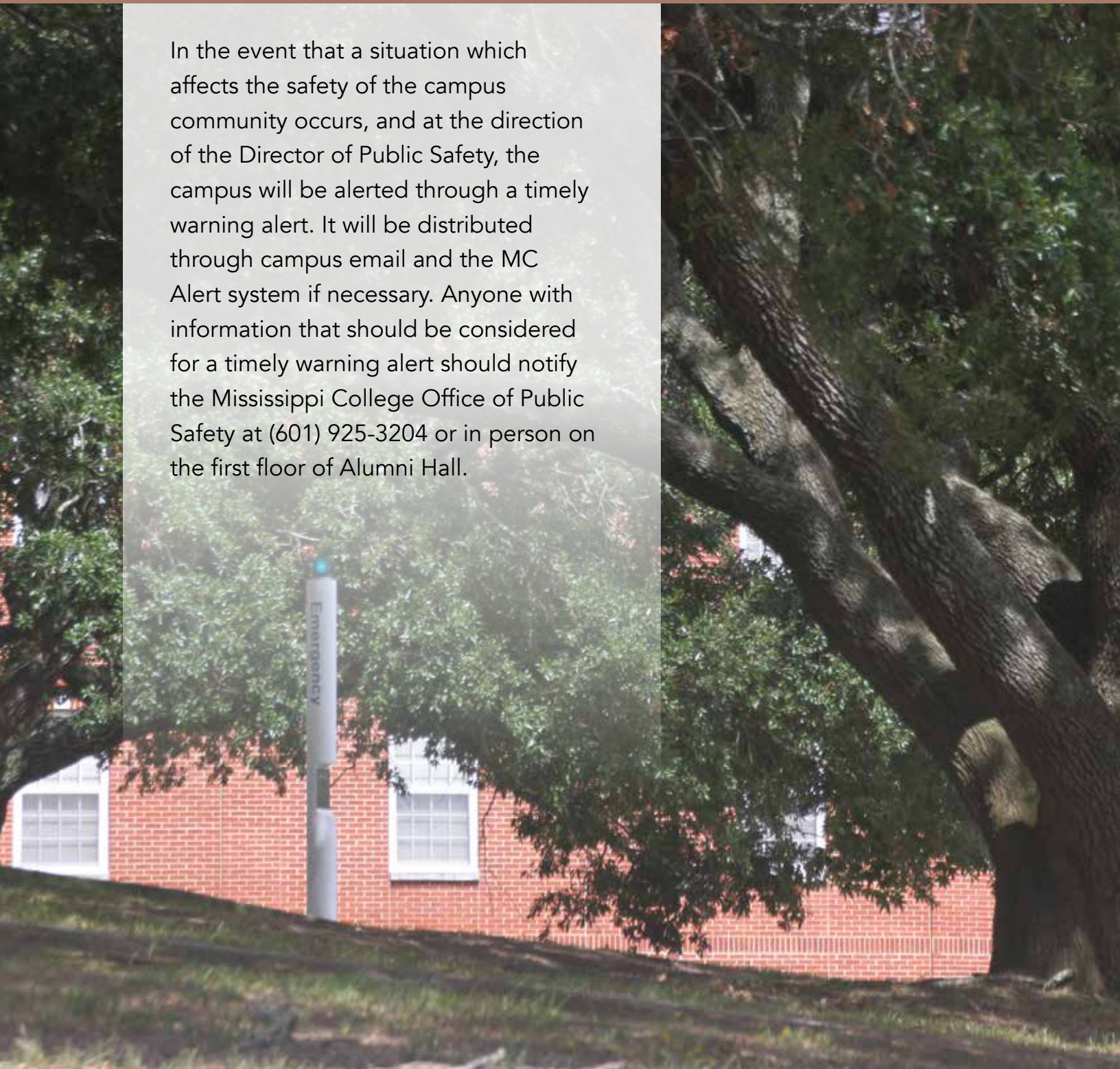
Mississippi College complies with all applicable federal and state non-discrimination laws and does not engage in prohibited discrimination on the basis of race, color, national or ethnic origin, sex, age, genetic information, veteran status, disability or the provision of services. Violent or harassing behavior will not be tolerated. Mississippi College's University Policies as well as its Student Code reflect this stance. Hate crimes are reportable the Clery Act and statistics will be maintained to provide reports of hate crime incidents on university property for inclusion into the Annual Security Report.





# ***TIMELY WARNING REPORTS***

In the event that a situation which affects the safety of the campus community occurs, and at the direction of the Director of Public Safety, the campus will be alerted through a timely warning alert. It will be distributed through campus email and the MC Alert system if necessary. Anyone with information that should be considered for a timely warning alert should notify the Mississippi College Office of Public Safety at (601) 925-3204 or in person on the first floor of Alumni Hall.





MC Alert Text is a messaging system that allows Mississippi College to communicate with members of the campus community quickly in the event of an emergency. The university has created a well-defined set of situations that would prompt a MC Alert Text message. MC Alert Text will only be activated when there is a critical need to transmit urgent information to the campus community. Here are some examples:

- Ongoing safety threats in which an armed or dangerous criminal is at large on campus.
- Major facility emergencies or evacuations. This may include a large scale gas leak, fire, or hazardous material spill, occurring either on campus or near enough to campus to cause a credible threat to members of the campus community.
- Severe weather or illness. This may include a threat from a tornado requiring those on campus to take shelter, a closing due to anticipated weather issues, or an outbreak of widespread illness on campus.

# EMERGENCY NOTIFICATIONS

In the event of a significant emergency or dangerous situation involving an immediate threat to the health or safety of members of the University community on campus, University policies and procedures provide for The Mississippi College Office of Public Safety (MCPS) to notify the campus community. Notifications will be made for immediate threats to the health or safety when such an emergency is confirmed.

MCPS will first determine that such an emergency does exist. The supervisor, ranking officer, or dispatcher on duty will then notify the MCPS Director or Assistant Director of the emergency. The Director or his designee(s) is tasked with determining, on a case-by-case basis, whether a situation exists that requires an emergency notification. This determination is based on such factors as the size, scope, and seriousness of the incident, and the threat to life, health, or safety of the community. The director or his designee(s) then has the authority to issue alerts as

appropriate, determining the content of the notification, based on the circumstances. All segments of the campus community are alerted with the appropriate warning. Notifications take into account the safety of the community and are sent without delay, unless issuing a notification will, in the professional judgement of MCPS, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. Follow-up information will be issued thereafter via MC Alerts, emails, or other methods deemed necessary.

# ***EMERGENCY AND EVACUATION PROCEDURES***

The following is taken from the Mississippi College  
Emergency Response Plan, 2018.



## II. Action Plans

### Bomb Threat

If a telephone call or information is received stating a bomb is somewhere on the campus:

- Write down the information conveyed during the call as precisely as possible, noting time of call, length of call, any distinguishing characteristics of the caller's voice (male/female, accent, age, etc.), and possible location.
- Recipient should not hang up the phone when the call is completed. Keep the line open or place it on hold.
- Immediately contact 911, advise the dispatcher of the call, and then call Public Safety at 601.925.3204.
- The Clinton Police Department will coordinate with Public Safety to determine the best course of action.

### Suspicious Package or Device

- If a suspicious package is discovered on the campus, the individual making the discovery shall immediately contact the Department of Public Safety and provide as much information as possible. At a minimum, the individual should provide the location, a description of the suspicious package, and any specific characteristics.
- DO NOT TOUCH OR MOVE THE SUSPICIOUS PACKAGE OR DEVICE.
- No one should use radios or cell phones near the device.
- The Office of Public Safety will:
  - Call 911 about the bomb threat or suspicious package.
  - Request local emergency services assistance.
  - Update local emergency services authorities when they arrive.

- The Office of Public Safety will notify the Clinton Police Department.
- The Director of Public Safety will:
  - Notify the President.
  - Work with the Clinton Police Department in notification, evacuation, and crowd control duties.
- Public Safety Officers and/or Emergency Response Team personnel will be posted to ensure no one enters the site or building in which the device is located until emergency personnel arrive and the area is determined to be safe.
- The building will be completely evacuated. Occupants will be moved a safe distance from the building or site. Note: Do not activate the fire alarms to evacuate the building. Contact the occupants by public address system, by telephone, or in person. Tell them to exit the building using a designated path away from the device.
- The President in consultation with the Clinton Police Department will determine whether evacuated staff and students should be moved to another facility or sent home for the day.
- The local emergency services authorities will notify the President when reentry to the building can be made. There is no specified time limit for when students and faculty will be permitted back into the isolated area. The decision will depend solely on the information received and the findings of local authorities.



## Classroom Emergencies

### Medical Emergency

- Call 911.
- Notify the Office of Public Safety at 601.925.3204.
- The Office of Public Safety will make additional notifications. Violence in the Classroom (Minor Injury)
- Notify the Office of Public Safety at 601.925.3204.
- Call 911 to report incident or request immediate assistance from police if necessary.

### Hostile Intruder, Barricaded Person, or Hostage Situation

- If a hostile intruder is discovered on the campus or a life threatening violent incident occurs, the individual making the discovery should:
  - Notify police immediately by calling 911.
  - Notify the Office of Public Safety immediately.
- Provide as much information as possible. Do not approach the intruder or intervene in any ongoing crime. However, try to provide a description of the intruder and any specific characteristics (height, weight, hair color, race, and type and color of clothing) and types of weapons, if any.
- The Office of Public Safety will:
  - Notify the Clinton Police Department.
  - Notify the President.
  - Initiate a lockdown of other classrooms in the affected building.
- Lockdown procedures for faculty:
  - Close and lock or barricade classroom or office doors and turn off the lights.
  - Close windows and window treatments.
  - Keep students as calm and quiet as possible.
  - Stay in locked or barricaded rooms until informed by Clinton Police Department or Office of Public Safety personnel that

it is safe to come out.

- Using a classroom or office phone or a cell phone, quietly notify the Office of Public Safety and/or local 911 personnel of the situation.
- Crouch down in areas that are out of sight from doors and windows.
- Lockdown procedures for students:
  - Seek shelter in the nearest classroom.
  - If outdoors, immediately take cover.
- Office personnel in the affected building should close and secure their office areas and immediately call the Office of Public Safety (601.925.3204) and/or local 911 personnel to notify them of the situation.
- Do not attempt to evacuate the building.
- **Under no circumstances should the fire alarm be activated.** Persons may be placed in harm's way when they attempt to evacuate the building. Should the fire alarm sound, do not evacuate the building unless:
  - firsthand knowledge exists that there is a fire in the building, or
  - a police officer or Public Safety Officer has advised people to evacuate the building.
- Evacuate other facilities in the area if they are threatened by gunfire. Office of Public Safety and Police personnel will direct the evacuation.
- Clinton Police Department Officers should be posted to ensure that no one enters the building until local emergency services personnel arrive and the area is determined to be safe.
- Once local emergency services authorities arrive, the Director of Public Safety will coordinate any information or assistance with them. Only trained law enforcement personnel should attempt to perform a methodical search of the building in which the hostile intruder is located.
- A senior law enforcement officer on the scene will notify the Director of Public Safety when re-entry to the building can be made and classrooms and offices are safe to open. There is no specified time limit for when students and faculty will be permitted back into or allowed to exit the

### Emergency and Evacuation Procedures

isolated area. This depends solely upon the information received and the findings of the local authorities.

## **Tornado**

A tornado watch is a forecast of the possibility of one or more tornadoes in a large area. Continue normal activities but monitor for further alerts and watch for tornadoes.

A tornado warning means that a tornado has been detected and is approaching the area. The following guidelines should be followed:

If a tornado warning has been issued, the Public Warning Signal will be activated. The public warning signal is a five-minute steady blast of the emergency preparedness sirens. The signal may be repeated if necessary. (The Public Warning Signal is tested on the first day of every month at 12:00 noon.)

Local radio and television stations should be monitored constantly.

Everyone should proceed to the lowest floor of the building. Avoid windows, auditoriums, gymnasiums, or other structures with free-span overheads.

If warning comes at night or early morning hours, residence hall personnel should awaken everyone to be sure each student is aware of the warning. Residents should then move to "Safe Zones" as posted in each of the buildings and communicated by the residential staff.

Should a tornado occur the following guidelines should be followed:

- After a tornado, assess any medical needs of individuals, assess damage, and Dial 911 if necessary.
- Do not move individuals unless there is a life-threatening danger (i.e., falling debris, fire, explosion).
- If 911 is called, be sure to provide the following information:
  - State your name.
  - State the problem.

- State the name and location of injured individual(s) and/or other emergency needs.
- Do not hang up the phone until the operator tells you to do so.
- Call the Office of Public Safety at 3204 or 3911 and provide the appropriate information.
- If applicable, return to victims and keep them as calm and comfortable as possible. If needed, administer First Aid and C.P.R. if you are qualified.
- Remain with victims until Public Safety or Emergency Crews arrive.
- Keep everyone calm and assist as needed once emergency personnel arrive.

## **Snow/Ice**

A Snow and Ice Storm may cause hazardous traveling conditions and power outages. Please consider the following information in the event of a snow or ice storm:

- Operating a motor vehicle during severe snow and ice conditions can be dangerous. Caution should be observed when traveling to or from campus.
- Classes are not canceled unless it is absolutely necessary.
- If classes are canceled, the information will be given by the Vice President for Academic Affairs to the Campus Radio Station, College Switchboard, and the Hinds County Emergency Operations Center.

## Earthquake

- If necessary, call 911.
- Office the Department of Public Safety at 601.925.3204.
- The Office of Public Safety will notify the Clinton Police Department.
- The Director of Public Safety will:
  - Notify the President.
  - Evacuate buildings, communicating with those inside via telephones, in person, or by using fire alarms.
  - People evacuated from buildings should assemble in the following areas:
    - The quad/in front of Nelson Hall
    - R2/R3 lot west of the parking garage
    - Faculty/Staff parking lot behind Alumni
    - Marquee lot behind New Men's
  - Direct Facilities and Plant Management to perform a preliminary damage assessment and to assess the structural integrity of buildings.
  - Send out and MC Alert as needed.
  - Determine whether any buildings are safe to reoccupy to get students and staff out of the elements.
  - Begin an inventory of all persons on campus, using the:
    - Facilities Coordinator database—special events attendees
    - Office of the Registrar database—list of classes in session and their location
    - Residence Life database—residential students
  - Direct food service provider to begin preparing meals.
  - Establish a campus counseling center.
  - Establish a campus ministry center.
  - Begin recovery efforts.

## Fire

- Activate fire alarms.
- Notify the fire department by calling 911.
- Notify the Office of Public Safety at 601.925.3204.
- The Office of Public Safety will notify the President.
- The Director of Public Safety will:
  - Notify the President.
  - Direct Facilities and Plant Management to shut off utilities to affected areas if necessary and/or requested by the fire department.
  - Arrange shelter and alternate housing for evacuated persons. Consider using the Alumni gym and Coliseum as temporary shelters.
  - Send an MC Alert as needed.
  - Conduct a headcount of all persons in the affected buildings, using:
    - Campus Services database—special events attendees
    - Office of the Registrar database—list of classes in session and their location
    - Residence Life database—residential students
  - Direct the food service provider to begin preparing meals.
  - Direct Facilities Management to conduct a damage assessment and to advise when the buildings can be reoccupied.
  - Establish a campus counseling center.
  - Establish a campus ministry center.
  - Select alternate housing and/or facilities for displaced residents and programs.

## Flood

- When warning is received that a flood or flash flood is possible, the Office of Public Safety will notify the President.
- If serious flooding develops:
  - Confer with MEMA authorities to determine expected extent of flooding, vulnerability of the campus, location of higher ground if necessary, and evacuation routes.
  - Evaluate whether campus should be closed and/or evacuated.
  - Reach out to the Clinton Police Department for assistance evacuating buildings, controlling crowds, and directing traffic.
  - If decision is made to evacuate the campus, designate Office of Public Safety personnel and Clinton Police Department, if necessary, to remain in safe locations on campus to provide security during the evacuation.
  - Direct Facilities and Plant Management to shut off utilities to affected areas if necessary.
  - Establish a campus ministry center.
  - Conduct a headcount of all persons, using:
    - Campus Services database—special events attendees
    - Office of the Registrar database—list of classes in session and their location
    - Residence Life database—residential students If campus is totally evacuated, use the databases above to contact all persons and ascertain their safety.
  - Direct the food service provider to begin preparing meals if necessary.
  - Direct Facilities and Plant Management to conduct a damage assessment and advise when buildings can be reoccupied.

- Select alternate housing and/or facilities for displaced residents and programs.

## Active Shooter

If a person with a gun is seen on campus or gunshots are heard, the person witnessing the incident or receiving the information should:

- Notify police immediately by calling 911.
- Notify the Office of Public Safety immediately by calling 601.925.3204 or 601.925.3911.
- Provide as much information as possible. (At a minimum: description of the intruder and any specific characteristics, such as height, weight, hair color, race, type and color of clothing, and type of weapons, if any.
- Refrain from approaching the armed person. If gunshots are heard, take cover immediately.

### The Office of Public Safety will:

- Notify the Clinton Police Department.
- From a position of safety, direct people away from the area of the incident and attempt to determine the location of the armed person to relay to the initial responding police officers.

Upon confirmation that an armed person is on campus, the Director of Public Safety will:

- Notify the President.
- Initiate a lockdown of other classrooms in the affected classroom building or the lockdown of other offices, dormitories, or residences in other buildings.

## Lockdown Procedure

### Classrooms

Faculty should:

- Close and lock or barricade their room



doors and turn off the lights.

- Close windows and window treatments.
- Try to keep students calm and quiet.
- Stay in the locked/barricaded room until informed by police or Office of Public Safety personnel that it is safe to come out of the area.
- Use a classroom phone or cell phone to notify the Office of Public Safety and/or local 911 personnel of the situation.
- Crouch down in areas that are out of sight from doors and windows.

Students should:

- Seek shelter in the nearest classroom.
- If outdoors, immediately take cover.

### **Offices, Dormitories, Residences, and Other Buildings**

- Personnel and students should seek shelter in the nearest office, dormitory, residence, or other facility.
- Personnel and students in the affected building should close and secure their office, dormitory, residence, or other area and immediately call the Department of Public Safety (601.925.3204) and/or local 911 personnel to notify them of the situation.
- Do not attempt to evacuate the building.
- Under no circumstances should the fire alarm be activated or an attempt made to evacuate the building unless a person is in the room or immediate area where the shots are being fired. Persons may be placed in harm's way when they are attempting to evacuate.
- Should the fire alarm sound, do not evacuate the building unless:
  - firsthand knowledge exists that there is a fire in the building, or
  - a police officer or Public Safety Officer

has advised people to evacuate the building.

- Evacuate other facilities in the area if they are threatened by gunfire. Evacuation routes and procedures should be established after conferring with responding law enforcement.
- Clinton Police Department of Office of Public Safety Officers should be posted to ensure that no one enters the buildings until local emergency services personnel arrive and the area is determined to be safe.
- Once local emergency services authorities arrive, the Director of Public Safety will coordinate any information or assistance with them. Only trained law enforcement personnel should attempt to perform a methodical search of the buildings in which the hostile intruder is located.
- A senior law enforcement officer on the scene will notify the Director of Public Safety when re-entry to the building can be made and the classroom, office, dormitory, residence, or other area is safe to open. There is no specified time limit for when students and faculty will be permitted back into or allowed to exit the isolated area. This will depend solely upon the information received and the findings of the local authorities.

## Structural Failure

- Notify 911.
- Notify the Office of Public Safety at 601.925.3204.
- The Department of Public Safety will notify the President.

### **The Director of Public Safety will:**

- Notify the President.
- Determine whether other structures or areas on campus need to be evacuated. If so, use telephones, face-to-face communication, or fire alarms.
- Direct evacuees to one or more of the following possible assembly areas, depending on the location of the structural failure:
  - Alumni Gym
  - The Healthplex
  - The quad in front of Nelson Hall
  - The baseball parking lot south of the parking garage
  - Parking garage
- Direct Facilities and Plant Management to assess the building and shut down leaking or endangered systems, such as natural gas, electricity, and water.
- Direct Facilities and Plant Management to perform a preliminary damage assessment and check the structural integrity of any nearby buildings that might be affected.
- Direct Emergency Response Teams to assess the area of the structural failure, reporting on numbers of dead and injured and location of evacuees.
- Send an MC Alert.
- Establish a campus ministry and campus counseling center if necessary.
- Begin an inventory of all persons on campus, using:
  - Facilities Coordinator database—special events attendees
  - Office of the Registrar database—list of classes in session and their location
  - Residence Life database—residential students
- Direct the food service provider to begin preparing meals if necessary

## Terrorist Attack

A terrorist attack could take the form of a shooting or use of a weapon of mass destruction. Weapons of mass destruction include biological, chemical, nuclear, radiological, or highly explosive materials and any combination thereof. Emergency action steps will depend on the type of device and/or agent used and whether it is used in open campus, in a campus building, or off campus.

### **In all cases, the first steps are:**

- Call 911.
- Call the Office of Public Safety at 601.925.3204.

The Office of Public Safety will notify the the Federal Bureau of Investigation.

### **The Director of Public Safety will:**

- Notify the President.
- Instruct the Office of Public Safety personnel and/or the Clinton Police Department to try to determine the location of the incident, type of weapon of mass destruction employed, and extent of injuries.
- Instruct personnel not to touch or remove any suspicious object.
- Instruct the Clinton Police Department to keep people away from the suspect area.
- Remind responders not to use radios, cell phones, or other devices that may trigger detonation.
- After conferring with the Office of Public Safety and emergency responders, determine whether to evacuate or shelter in place.
- If unknown material has been released:
  - Direct Facilities and Plant Management

to shut down ventilation systems.

- If the release is internal, secure the affected area and evacuate.
  - Direct affected individuals to quarantine themselves at a safe location.
  - If the release is external, secure the perimeter and do not evacuate. Shelter in place by closing all doors and windows.
  - If the release is off campus, follow the instructions of law enforcement, fire, and other emergency response personnel. They will tell the University whether to shelter in place or to evacuate the campus on a designated route.
- Send an MC Alert

## Toxic Materials Spill on I-20

If hazardous material is spilled on I-20, the following actions will be taken:

- Contact 911 and the Office of Public Safety at 601.925.3204 if they have not already been advised.
- The Office of Public Safety will contact the President.
- The Director of Public Safety will notify the President.
- Confer with the Clinton Police Department to determine whether an area of campus or the entire campus should be evacuated or the occupants should shelter in place.
- If an evacuation is ordered:
- Contact the Clinton Police Department to help the Office of Public Safety notify evacuees, control crowds, and direct traffic.
- Instruct Facilities and Plant Management to turn off heating, ventilating, and air conditioning systems and make other necessary shutdowns in buildings being evacuated.
- Designate Office of Public Safety and/or Clinton Police Department personnel to provide security for the campus as instructed by emergency response personnel.
- If directed to shelter in place:
- Close all doors and windows.
- Direct Facilities and Plant Management to shut down heating, ventilating, and air conditioning systems.
- Send an MC Alert.

Notification to the Campus Community of a Significant Campus Emergency

Any person receiving information of a significant emergency or dangerous situation involving an immediate threat to the safety of the university community, whether occurring on campus or private or public property surrounding the campus, shall immediately notify the Office of Public Safety at 601.925.3204.


- Notify emergency services immediately by calling 911.
- Notify the Office of Public Safety immediately by calling 601.925.3204

### **The Office of Public Safety will:**

- Notify the President.
- Confirm that emergency services have been notified.
- Implement the applicable section(s) of the Emergency Management Plan.
- Assign personnel to direct people away from the area of the incident and gather additional information
- Relay all known information to the President and arriving the Clinton Police Department.
- Send an MC Alert as needed



# *MANAGEMENT OF INCIDENTS INVOLVING OTHER UNIVERSITY INTERESTS*



The University may elect to manage through the Office of Public Safety, the school's response to incidents such as, but not limited to, threat to life or safety of Mississippi College community members whether occurring on or off campus, those with the potential to alarm parents or other external constituency groups, and/or otherwise generate a high potential for media scrutiny/interest calling for some type of response from the University.

Any person receiving information of any incident reasonably described above, whether occurring on or off campus, shall immediately notify the Office of Public Safety at 601.925.3204.

The Office of Public Safety will:

- Notify emergency services, if applicable, by calling 911.
- Notify the President.
- Relay all known information to the President and, if applicable, to arriving emergency services personnel.

# ***CRIME PREVENTION AWARENESS PROGRAMS***

During new student orientation in June and July of each year, the Director and Assistant Director of Public Safety address the prospective students and parents concerning safety issues on campus. Basic crime prevention techniques and safety guidance is provided to these individuals before they formally become students.

During the school year, several programs are offered to the campus community. Crime prevention programs are available to the students at any time at the request of the Office of Public Safety, and these programs are routinely done during hall meetings throughout the semester. These programs, conducted by a trained campus crime prevention coordinator, teach the campus community the importance of being aware of their surroundings, and helping to prevent crimes before they occur.

In partnership with the Mississippi Department of Homeland Security, the Mississippi College Office of Public Safety conducted an active shooter tabletop with more than fifty administrators and department heads at Mississippi College in 2018. The training was also made available via a recording for faculty and staff who could not attend. Active shooter training will be conducted bi-annually.

The Office of Public Safety is always seeking out and developing new training programs and techniques that can better serve the campus community. Whether it is crime prevention, safety awareness, or self-defense related, programs will be continually added to instruct students, faculty, and staff on how to be better prepared.

## Emergency Call List

Clinton Police Department	911 or 601-924-5252
MC Public Safety	601-925-3204 or 601-925-3911
MC Physical Plant	601-925-3245
MC Telecommunications	601-925-3206
MC Food Services	601-925-3280
MC Residence Life	601-925-3359
MC Public Relations	601-925-3262

# EVACUATION PLAN

When a fire alarm sounds, or evacuation is considered necessary by the Office of Public Safety or is ordered by the President or his or her designee, occupants will leave their buildings immediately and quietly by the nearest designated exit or as advised.



## Evacuation Procedures

Students and employees should become familiar with their classroom and work area and the nearest exit locations. When an evacuation of a building is ordered, the evacuation will be done in an orderly and safe manner:

1. When the fire alarm sounds, prepare to evacuate immediately.
2. Do not panic but walk quickly to the closest emergency exit.
3. Do not use elevators. Do not use cell phones.
4. Walk in a single file to the right through corridors and stairwells.
5. Avoid unnecessary talking. Keep the lines moving.
6. Individuals requiring assistance in evacuation should proceed to a stairwell entrance area and wait for assistance.
7. If smoke is encountered, drop to the floor and crawl along the wall to the nearest exit.
8. When approaching a closed door, feel the door with the back of the hand. If the door is cool, carefully open the door and (if safe) proceed with the evacuation.
9. No one is to return to the building until permission is granted by the President.

personnel will quickly search buildings to ensure that everyone has evacuated.

- Clinton Police Department personnel will assist in setting up a perimeter to ensure that no one reenters the area and to direct traffic.
- Facilities and Plant Management personnel will shut down building systems as required (e.g., electric; water; heating, ventilating, and air conditioning; etc.).
- Office of Public Safety and/or Clinton Police Department personnel will provide security for the evacuated area.

## Evacuation Assembly Areas

- On campus:
  - The quad in front of Nelson
  - The football field
  - The Healthplex
  - The Coliseum
- Off campus:
  - First Baptist Clinton Sanctuary

## Major Evacuations

If a crisis necessitates evacuating part (more than one building) or all of the campus, the following procedure will be followed:

- The Director of Public Safety will notify campus of the evacuation order by using:
  - Building fire alarms
  - Telephone alerts to departments
  - Loudspeakers or speaker systems
  - On-site notification by Office of Public Safety Team personnel
- If possible, Clinton Police Department

## Evacuation Guidelines for the Disabled

Evacuation of disabled persons will be given high priority in all emergencies:

- Each department should establish a buddy system in which volunteers and alternates are recruited and paired with persons who have self-identified disabilities that would create special evacuation needs. Volunteers should become familiar with the special evacuation needs of their buddies and plan to alert and assist them if an evacuation is ordered. Volunteers should keep in mind that many people with disabilities can assist in their own evacuation.
- Visually impaired persons. In the event of an emergency, tell the person the nature of the emergency and offer to guide him or her. While walking, tell the person where he or she is and advise of any obstacles. Do not grasp a visually impaired person's arm. Instead, offer an arm as guidance.
- Hearing impaired persons. Not all fire alarm systems have a flashing light. Most are sound alarms. Therefore, persons with impaired hearing may not perceive emergency alarms, and an alternative warning technique may be required. Two methods of warning:
  - Write a note telling what the emergency is and naming the nearest evacuation route or safe area.
  - Tap the person on the shoulder or turn the light switch off and on to gain attention. Then indicate through gestures, or in writing, what is happening and what to do.
- Persons using crutches, canes, or walkers. If the person is having difficulty exiting quickly, treat him or her as if injured for evacuation purposes. Carrying options include using a two-person, lock-arm position or having the person sit in a sturdy chair, preferably with arms. For level travel, an office chair with wheels could be used.
- Non-ambulatory persons. The needs and preferences of nonambulatory persons may vary. Most non-ambulatory persons are able to exit safely without assistance if on the ground floor. Some people have minimal ability to move, and lifting them may be painful and/or injurious. Frequently, nonambulatory persons have respiratory complications. Remove them from smoke or fumes immediately
- Always ask the person his or her preferences on:
  - Ways of being removed from the wheelchair
  - Number of people necessary for assistance
  - Whether to extend or move extremities when lifting because of pain, catheter bags, braces, etc.
  - Whether a seat cushion or pad should be brought along if he or she is removed from the chair
  - Being carried forward or backward on a flight of stairs
  - After-care, if removed from the wheelchair.

## Residence Hall Evacuation Procedures

- If fire, smoke, or a strong natural gas smell is present but an alarm IS NOT sounding, activate a fire alarm immediately. Find a safe location from which to call 911.
- If fire, smoke, or a strong natural gas is not present and an alarm IS sounding, call the Office of Public Safety (601-925-3204) to inform them that an alarm has been sounded. Call the Resident Director on duty (601-925-3359).
- Evacuate the building and assemble at the designated assembly point.
  - Dorms: Knock on all doors in the wing (including bathrooms) while exiting.
  - Apartments:
    - EVACUATE THE APARTMENT. From a safe distance, instruct residents to evacuate their apartments.
- DO NOT re-enter the building until the "All Clear!" has been given by the Office of Public Safety or a Residence Life staff member.

Once an alarm is sounded, ALL RAs present must make themselves available.

- If fire, smoke, or a strong natural gas smell is present, call 911.
- If fire, smoke, or a strong natural gas smell is NOT present, call the Office of Public Safety at 601.925.3204.
- Clear the first floor and/or the wing (based on location) by knocking on each door (including bathrooms) while exiting the wing.
- Assemble all residents in the nearest grassy area.
- Begin to gather all residents into their wings for roster.

# CAMPUS CRIME LOG



In accordance with the Jeanne Clery Act, a campus crime log documenting any reported criminal activity for the past 60 days is available in the Office of Public Safety. A written request is not necessary, and the log can be obtained during normal business hours (Monday-Friday, 8:00 AM-4:30 PM). Any information past 60 days can be provided within two days of a written request. The purpose of this log is to provide more detailed and up-to-date information to the campus community. The campus crime log includes any type of criminal activity outside the scope of what is required in the Clery Act. The included offenses are those that are reported to the Office of Public Safety. Cases of larceny, stalking, harassment, and vandalism are examples of crimes that are included in the Campus Crime Log, but are not required to be published in the annual Clery report.

According to the Clery Act, the only reason certain crimes may not be available in the crime log is because the disclosure could:

- Jeopardize an ongoing investigation;
- Jeopardize the safety of an individual;
- Cause a suspect to flee or evade detection;
- Result in the destruction of evidence.



# CAMPUS THREE YEAR CRIME STATISTICS

This data in its entirety can be found at: <http://www.ope.ed.gov/security/>

This information is presented pursuant to the requirements of the Crime Awareness and Campus Security Act of 1990 (P.L. 101-542, as amended by P.L. 102-26 and P.L. 102-235).

During the periods indicated, the following offenses were reported to have occurred on Mississippi College campuses:

Classification of Offense	Main Campus (Clinton)			Law School (Jackson)		
	2015	2016	2017	2015	2016	2017
Murder/ Non-negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offense: Fondling	0	0	0	0	0	0
Sex Offense: Incest	0	0	0	0	0	0
Sex Offense: Rape	0	0	1	0	0	0
Sex Offense: Statutory Rape	0	0	0	0	0	0
Robbery	1	1	1	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	2	1	2	0	0	0
Motor Vehicle Theft	1	1	0	0	0	0
Arson	0	0	0	0	0	0

During the periods indicated, the following offenses were reported to have occurred in residence halls:

Classification of Offense	Residence Halls		
	2015	2016	2017
Murder/ Non-negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex Offense: Fondling	0	0	0
Sex Offense: Incest	0	0	0
Sex Offense: Rape	0	0	1
Sex Offense: Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	1	1	2
Motor Vehicle Theft	0	0	0
Arson	0	0	0

## VAWA Offenses

Classification of Offense	On Campus		
	2015	2016	2017
Domestic Violence	0	0	0
Dating Violence	0	0	2 (1)
Stalking	0	1	0

( ) Denotes incidents that occurred within a residence hall

Classification of Offense	Public Property		
	2015	2016	2017
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0

During the periods indicated, arrests were made for the following crimes that were reported to have occurred:

Classification of Crime	Main Campus (Clinton)			Law School (Jackson)		
	2015	2016	2017	2015	2016	2017
Liquor Law Violations	0	0	0	0	0	0
Drug Abuse Violations	2	0	6 (5)	0	0	0
Weapon Possession	0	0	0	0	0	0

( ) Denotes incidents that occurred within a residence hall

During the periods indicated, the following were referred for disciplinary action:

Classification of Crime	Main Campus (Clinton)			Law School (Jackson)		
	2015	2016	2017	2015	2016	2017
Liquor Law Violations	39 (39)	26 (26)	24 (23)	0	0	0
Drug Abuse Violations	12 (4)	9 (9)	5 (4)	0	0	0
Weapon Possession	0	0	0	0	0	0

( ) Denotes incidents that occurred within a residence hall

## HATE CRIMES

Mississippi College received no reports of hate crimes during the 2017, 2016, and 2015 reporting years.

This information is provided to all current students and employees and, upon request, to any applicant for enrollment or employment

# PROHIBITED RESIDENCE HALL ITEMS

Mississippi College identifies specific items that are prohibited in residence halls. These items, found in the ABC's of Residence Life are considered dangerous or could cause fires. The following items are prohibited: alcohol, candles, tobacco, microwaves, pets, and weapons.

# ***ANNUAL FIRE SAFETY REPORT***





# ***FIRE SAFETY DISCLOSURE FOR ON-CAMPUS HOUSING***

## Description of Fire Protection Equipment (On-Campus Housing):

	<b>Alarm System</b>	<b>Sprinkled</b>
Chrestman Hall	Simplex	Yes
Ratliff Hall	Simplex 4100	Yes
Latimer-Webb Hall	Simplex	Yes
Hederman Hall	Simplex 4100	No
Gunter Hall	Simplex 4100	No
Women's West Tower	Simplex 4010	Yes
Women's East Tower	Simplex 4010	Yes
Mary Nelson Hall	Simplex 4010	Yes
Whittington Hall	Simplex	Yes
New Men's Residence Hall	EST IRC-3	Yes
Loft Apartments	Simplex	Yes
College Plaza Apartments	None	No
University Place Apartments	Edwards Panel- B&E Communications	Yes

## ***FIRE ALARM SYSTEMS***

During the summer of 2009, Mississippi College updated the fire alarm systems in all of its residence halls, and added sprinklers to several of the residence halls. Mississippi College hopes to have all residence halls equipped with sprinklers in the next few years

## ***NUMBER OF REGULAR MANDATORY SUPERVISED FIRE DRILLS:***

Mississippi College Office of Public Safety requires that each residence hall to have at least one unannounced fire drill during the fall and spring semesters. Both the fire monitoring company, Clinton Fire Department and the Mississippi College Office of Residence Life are notified prior to the drills.

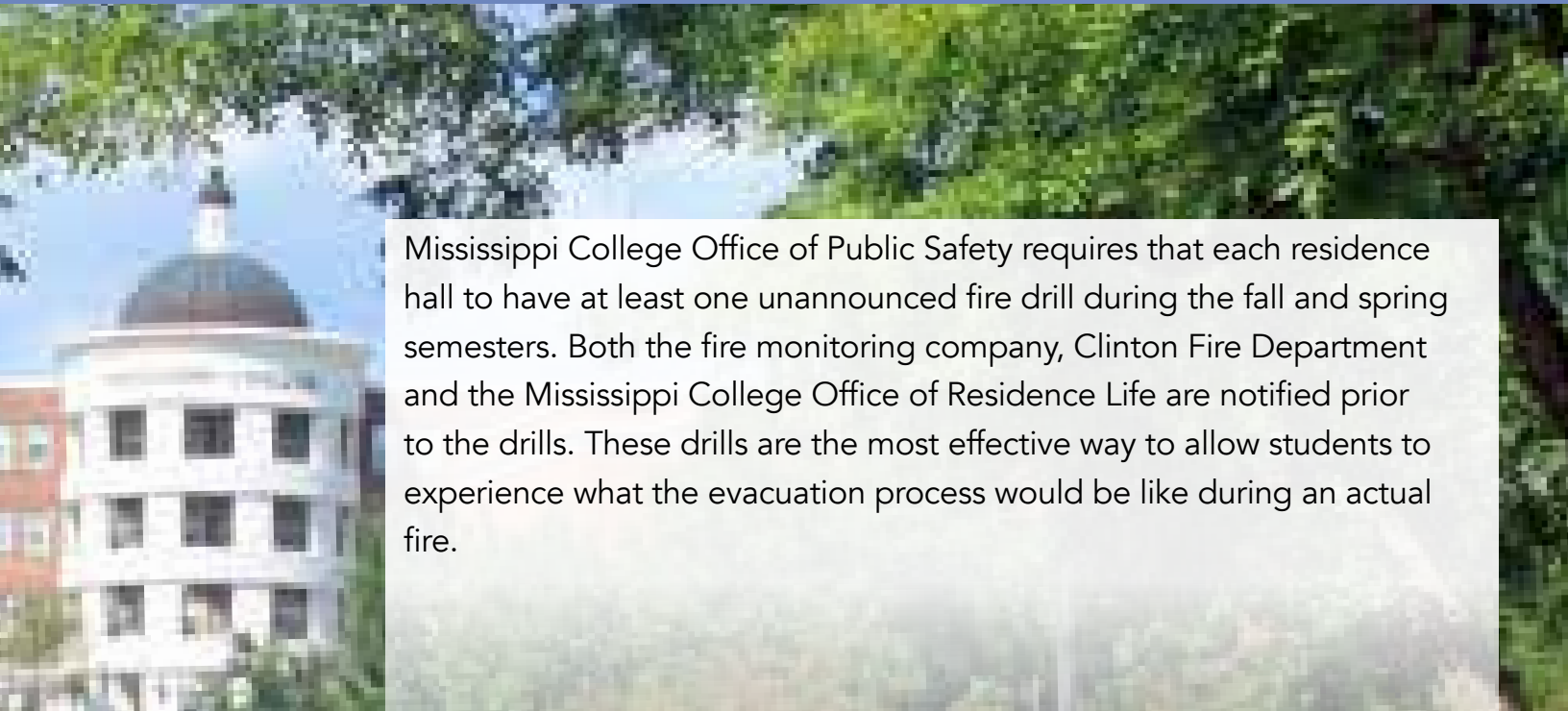
## ***RULES ON FIRE SAFETY EDUCATION AND TRAINING PROGRAMS:***

All residents at Mississippi College are educated by Residence Life Staff as what to do when a fire alarm sounds. Residence Life staff and Office of Public Safety staff work closely together to make sure that all fire safety procedures are followed. Residence Life staff receive annual training by personnel with the Clinton Fire Department in areas such as fire extinguishers and smoke detectors. The Office of Public Safety also employs a full time certified arson investigator.

## ***POLICIES RELATED TO USE ELECTRICAL APPLIANCES, OPEN FLAMES, AND SMOKING:***

Residents are not permitted to have any appliance with open flame or exposed heating element in any residence hall. Smoking is not permitted within 25 feet of all buildings. Evacuation procedures are covered during mandatory hall meetings each semester.

# FIRE DRILLS



Mississippi College Office of Public Safety requires that each residence hall to have at least one unannounced fire drill during the fall and spring semesters. Both the fire monitoring company, Clinton Fire Department and the Mississippi College Office of Residence Life are notified prior to the drills. These drills are the most effective way to allow students to experience what the evacuation process would be like during an actual fire.

## FIRE EVACUATION AREAS

Each residence hall has a designated evacuation area that is coordinated between the Office of Residence Life and the Office of Public Safety. All residents are trained by their resident directors and resident assistants in how to access these areas. During yearly fire drills, this education is put to the test as residents are timed and required to evacuate to the designated areas. Each residence hall also has evacuation routes posted near exit doors on the internal hallways.

## ***FIRE REPORTING PROCEDURES***

In the event of a fire on campus, immediately call the Mississippi College Office of Public Safety (601-925-3204). At that time, MCPS officers will notify the appropriate fire agencies via radio or phone and respond to the scene as well. This is very important so that the Office of Public Safety can be aware of the fire and can direct fire personnel to the scene as needed.



# FIRE LOG

In accordance with the Higher Education Opportunity Act, a fire log will be kept in the Mississippi College Office of Public Safety. The sixty (60) day log period will be available to anyone during normal business hours. The log from previous sixty (60) day periods will be available within a two (2) business day time frame.

## Statistics:

	2015	2016	2017
Number of Reported Fires in Campus Housing Facilities:	0	0	1
Injuries requiring medical care:	0	0	0
Deaths:	0	0	0
Value of property damage:	0	0	0

## Summary of Fires

Name of Facility	2015			2016			2017		
	Fires	Injuries	Deaths	Fires	Injuries	Deaths	Fires	Injuries	Deaths
Chrestman Hall	0	0	0	0	0	0	0	0	0
Ratliff Hall	0	0	0	0	0	0	0	0	0
Whittington Hall	0	0	0	0	0	0	1	0	0
New Men's Residence Hall	0	0	0	0	0	0	0	0	0
New Women's East Tower	0	0	0	0	0	0	0	0	0
New Women's West Tower	0	0	0	0	0	0	0	0	0
Mary Nelson Hall	0	0	0	0	0	0	0	0	0
Latimer-Webb Hall	0	0	0	0	0	0	0	0	0
Hederman Hall	0	0	0	0	0	0	0	0	0
Gunter Hall	0	0	0	0	0	0	0	0	0
Loft Apartments	0	0	0	0	0	0	0	0	0
College Plaza Apartments	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>