



*This report contains crimes statistics data that spans the calendar years 2012, 2013, & 2014*

# Annual Security Report & Fire Safety Report



October, 2015

The St. Louis Community College Police Department (STLCC CAMPUS POLICE) is the office on campus responsible for the publication and distribution of this report in accordance with the Jeanne Clery Act.



# St. Louis Community College

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# INTRODUCTION

St. Louis Community College publishes this report in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Statistics Crime Act (as amended by the August 14th, 2008 Higher Education Opportunity Act). The statute (*law*) requirements for “*The Clery Act*” can be found in *20 U.S.C. §1092(f)*, *20 U.S.C. §1092(i)*, and *20 U.S.C. §1092(j)* and the regulations (*the detailed rules that outline how the United States Department of Education will enforce the law*) can be found in *34 CFR §668.41*, *34 CFR §668.46*, *34 CFR §668.49*, and *Appendix A of 34 CFR§668*.

The Clery Act requires Institutions of Higher Education (IHE) to prepare, publish and Distribute an annual security report containing specific information regarding law enforcement, security, legal and disciplinary policies of St. Louis Community College. The St. Louis Community College Police Department (STLCC Campus Police) works closely with many other St. Louis Community College departments, as well as other law enforcement agencies such as St. Louis Metropolitan Police Department, St. Louis County Police Department, Kirkwood Police Department, Ferguson Police Department and numerous Fire Departments in the region, to obtain the information needed to compile this report. This report contains useful safety and crime prevention information. The statistical information collected for this report does not contain any names or specific locations to maintain the confidentiality of any victims. The St. Louis Community College Police Department encourages students, faculty and staff to use this document as a guide for safe practices on and off campus.

## Relevant Websites

[\*St. Louis Community College Police Department Clery Website\*](#)

[\*U.S. Dept. of Education Campus Security Website\*](#)

[\*U.S. Dept. of Education Clery Handbook 2011\*](#)

## ***\*Definitive guide for Clery questions***

If you have any questions contact:

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2015 Campus Security Report (St. Louis Community College Campuses)

## **CLERY ACT REQUIREMENTS:**

### **Publish an Annual Security Report (ASR)**

The Clery Act requires St. Louis Community College to publish a report by October 1, documenting the previous three calendar years of select campus crime statistics including STLCC security policies and procedures and information on the basic rights guaranteed to victims of sexual assault. The law requires that schools make the report available to all current students and employees, and prospective students and employees must be notified of its existence and given a copy upon request. Schools may comply with this requirement via the internet if required recipients are notified and provided exact information regarding the on-line location of the report. Paper copies of the ASR should be available upon request. All crime statistics must be provided to the U.S. Department of Education and submitted online within 15 days after the October 1st publishing on the Department of Education reporting website ([click here for Annual Crime Statistics](#)).

### **I. Overview: Law Enforcement Authority and Powers**

The St. Louis Community College Police Department is a fully functioning law enforcement agency appointed by the Board of Trustees. They then are commissioned, armed law enforcement officers clothed with full police powers as authorized in section 178.862 of the Revised Statutes of Missouri (RSMo.).

All commissioned St. Louis Community College Campus Police officers possess the same powers on the St. Louis Community College campus as city police officers within their particular city. In addition commissioned St. Louis Community College Campus Police personnel, by virtue of Missouri state laws like all other peace officers in the State of Missouri, possess certain state-wide powers of arrest for certain offenses. Specifically as outlined in the Revised Statutes of Missouri, the applicable portions state:

*"In addition to the powers prescribed in subsections 1 and 5 of this section, section 544.216, RSMo., and any other arrest powers, a law enforcement officer or federal law enforcement officer as defined in subsection 8 of this section, may arrest on view, and without a warrant, at any place within this state, any person the officer sees asserting physical force or using forcible compulsion for the purpose of causing or creating a substantial risk of death or serious physical injury to any person or any person the officer sees committing a dangerous felony as defined in section 556.061, RSMo. Any such action shall be deemed to be within the scope of the officer's employment".*

Thus, in every respect, commissioned law enforcement officers employed by St. Louis Community College have enforcement authority. Furthermore, by virtue of state law, St. Louis Community College Campus Police personnel may apprehend violators anywhere within the State of Missouri for any offense regardless if committed in their presence.

Please note that on-campus crimes reported to other local law enforcement agencies will typically be referred to St. Louis Community College Campus Police.

In addition, St. Louis Community College Campus Police are staffed with security officers possessing limited police powers. These personnel may respond to all calls including incidents such as non-injury motor vehicle accidents, parking violations, and other similar incidents.

The commissioned law enforcement officers may be distinguished from the noncommissioned security personnel by the color of their uniforms. Commissioned personnel with police powers are uniformed in a light blue shirts and dark blue pants and possess a sidearm, while personnel functioning as security personnel with limited police powers are uniformed in a light blue STLCC shirt and navy blue STLCC pants.

At times due to limited manpower, the campus law enforcement may be augmented by officers of the St. Louis Community College Campuses Police Department and, in some cases, by deputies with the St. Louis City and St. Louis County Sheriff's Department and the Missouri State Highway Patrol.

While there are no official memoranda of understanding or other agreements in place, the aforementioned agencies each possess powers of arrest on the St. Louis Community College campus. *All crimes*, both felony and misdemeanor, that occur on St. Louis Community College property are investigated by officers of the St. Louis Community College Police Department. Assistance, as needed and requested, in the investigation of crimes on the campus is available through the aforementioned agencies. It is the policy of the St. Louis Community College that all persons (faculty, staff, students and visitors) be encouraged to promptly report all including incidents of crime to Police Department officials.

#### **Maintain a Public Crime Log**

Institutions with a police or security department are required to maintain a public crime log documenting the "nature, date, time, and general location of each crime" and its disposition, if known. Including incidents must be entered into the log within two business days. The log should be accessible to the public during normal business hours; remain open for 60 days and, subsequently, made available within two business days upon request.

A copy of STLCC's public crime log is available by contacting the St. Louis Community College Police Department.

## **II. Reporting Procedures: Reporting Crimes and Emergencies Policy**

In order to fulfill the mission of providing a safe, secure and enjoyable environment to study and work, all members of the St. Louis Community College community, including STLCC visitors, students, faculty, and staff, are encouraged to report any criminal activity or emergency they observe. Reporting can be accomplished in a number of ways depending upon the urgency of one's need for assistance.

For bona fide emergencies requiring POLICE, FIRE or EMERGENCY MEDICAL SERVICES response, **DIAL 8-911** from any campus phone. All such 911 calls will connect through the Central Communications Dispatcher with the St. Louis Community College Campuses Police Departments. Dispatchers at St. Louis Community College Police Departments monitor each 911 call made from a campus phone.

**EMERGENCY TELEPHONES** are located throughout St. Louis Community College's campuses. When the receiver of an emergency telephone is picked up, the St. Louis Community College Police Department is contacted.

For non-emergency calls, the St. Louis Community College Police Department may be contacted from an off-campus telephone at the exact number for the local campus police. Calls will be answered by a St. Louis Community College Police Department Dispatcher.

Crimes may be reported in person at the Police Department Office, on the main campus in St. Louis Community College campuses, or directly to any police officer on patrol of the campus. The St. Louis Community College Police Departments are open 24 hours per day, 7 days a week, and 365 days per year.

### **Campus Security Authorities**

Crimes may also be reported to a Campus Security Authority (CSA). The Clery regulations found in *34 CFR 668.46 (a)* define a Campus Security Authority in the following manner:

1. A campus police department or a campus security department of an institution;
2. Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department under paragraph (1) of this definition, such as an individual who is responsible for monitoring entrance into institutional property;
3. Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses;
4. An official of an institution who has significant responsibility for student and campus activities, including, but not limited to student discipline and campus judicial proceedings. If such an official is a pastoral or professional counselor as defined below, the official is not considered a campus security authority when acting as a pastoral or professional counselor.

Specific examples of Campus Security Authorities at St. Louis Community College include, but are not limited to: campus police and security officers, campus Senior Student Affairs Officers,



Managers of Campus Life, TRiO Program Directors, Athletic Director and coaches, faculty, and staff advisors to student clubs.

It will be the role of the CSAs to be there for students as someone to whom they can report crimes, look to for guidance if they have been victims of a crime, or ask if they simply need advice as to whether or not they should report an incident. If an individual chooses not to report a crime to STLCC Campus Police and chooses the local police, CSAs can assist an individual in contacting the appropriate authorities (St. Louis City or St. Louis County Sheriff's Office as appropriate). ***Please note*** that on-campus crimes reported to these agencies will typically be referred to STLCC Campus Police, including if it is the Campus Police that has the enforcement jurisdiction for the campuses. The CSAs will not be responsible for taking any actions in regards to suspected perpetrators of a crime, nor are they to make any judgments as to whether or not a crime took place; they are simply responsible for reporting crimes to the St. Louis Community College Police Department. The CSAs are also not responsible for encouraging victims of a crime to contact the police if victims do not want the police contacted.

CSAs submit information on crimes to the STLCC Campus Police for inclusion into the crime statistics as required by law under the Clery Act for all institutions of higher education that receive federal financial aid. As previously stated above, the statistical information collected for this report will not contain any names or specific locations to maintain the confidentiality of a victim.

Crimes may also be reported anonymously by going to the following website and completing the report form: [www.stlcc.edu/bit](http://www.stlcc.edu/bit). The completed form will be reviewed by the campus Behavior Intervention Team chair for the appropriate campus.

### **Counseling Advisement of Crime Reporting**

As a result of the negotiated rulemaking process that was followed by the passage of the law, the 1998 amendments to the *Clery Act* clarified the identity of those considered to be campus security authorities. Campus "pastoral counselors" and "professional counselors," when acting as such, are not considered to be a campus security authority and are not required to report crimes for inclusion in the annual disclosure of crime statistics. Pastoral counselors and professional counselors are encouraged, if and when they deem it appropriate, to inform the persons they are counseling of any procedures to report crimes on a voluntarily, confidential basis for inclusion in the annual disclosure for crime statistics. For the purposes of the *Clery Act*, pastoral counselors are defined "*as an employee of an institution who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning with the scope of that recognition as a pastoral counselor.*" Professional counselors are defined as "*an employee of an institution whose official responsibilities include providing psychological counseling to members of the institution's community and who is functioning within the scope of his or her license or certification.*"

### **III. Timely Warning Procedures**

Institutions must provide timely warnings in a manner likely to reach all members of the campus community. This mandate has been part of the Clery Act including its including inception in

1990. Timely warnings are limited to those crimes an institution is required to report and include in its ASR. There are differences between what constitutes a timely warning and an emergency notification; however, both systems are in place to safeguard students and campus employees.

Pursuant to *34 CFR 668.46(e)*, St. Louis Community College prepares and issues "timely warnings" in the following circumstances:

In the event a situation arises, either on- or off-campus, that, in the judgment of the campus president or provost, the Director of Public Safety and Emergency Management, or the Campus Police chief, in consultation with the General Counsel, constitutes an on-going or continuing threat, a "timely warning" will be issued to appropriate segments of the campus community. Timely warnings regarding the occurrence of crimes occurring at or near any College location will be disseminated to members of the College community by the Public Information and Marketing Department. If the warning is to be made to more than one campus, then the Chancellor, the Director of Public Safety and Emergency Management, and the District Public Information and Marketing Director, in consultation with the General Counsel, will make the determination. These determinations will be made on a case-by-case basis after consideration of the available facts. Factors considered in determining whether an alert will be issued include:

- The nature of the crime;
- The continuing danger to the campus community;
- The possible risk of compromising law enforcement efforts; and
- Whether the College has reliable information which, if disseminated, could help prevent similar crimes.

A timely warning will be considered whenever a Campus Police authority receives a report that a *Clery Act* crime has occurred on or near campus, or when a local law enforcement agency notifies the College that a *Clery Act* crime has occurred near campus or off campus in an area proximate to College-owned and managed property, and that crime is considered by the College to represent a serious or continuing threat to students and employees. *Clery Act* crimes include: criminal homicide, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft and arson. Depending upon other circumstances, non-*Clery Act* crimes may also trigger the consideration of a timely warning. Timely warnings may be issued for threats to persons or to property which pose a serious or continuing threat to the campus community.

Anyone with information that may warrant a timely warning should contact any of the designated campus officials (including but not limited to campus Presidents, Vice-Presidents/Directors of Student Affairs, Academic Deans and other officials having significant responsibility for student and College activities) or Campus Police or security at the numbers below:

- **BRDG Park** - 314-737-4600 (Creve Coeur Police Department)
- **Center for Workforce Innovation** - 314-513-4300
- **Corporate College** - 314-539-5777
- **Cosand Center** - 314-539-5199 (Security Desk)
- **Florissant Valley** - 314-513-4300
- **Forest Park** - 314-644-9700

- **Meramec** - 314-984-7667
- **South County Education and University Center** - 314-984-7200 (Front Desk)
- **Wildwood** - 636-422-2044
- **William J. Harrison Education Center** - 314-763-6100

Timely warnings will be issued to the campus community or, where appropriate, to those members of the campus community residing in the area subject to the ongoing threat, through the College's email notification system, text messages, postings on the STLCC website, physical postings on doors and bulletin boards, and/or other notification methods as deemed appropriate, including emergency siren and intercom systems.

#### **IV. Emergency Evacuation Procedures and Policies**

In compliance with *34 CFR 668.46(g)*, the following describes the policies of St. Louis Community College's Emergency Response and Evacuation procedures.

St. Louis Community College will determine that there is a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees on campus by utilizing St. Louis Community College Campus Police personnel and/or other campus security personnel (among others) to gather and relay information to the STLCC Campus Police dispatch. The St. Louis Community College Campus Police will inform the Chancellor's Office of any emergency or dangerous situation as soon as possible.

Currently, the STLCC Campus Police Department will make emergency notifications to the St. Louis Community College community upon confirmation of a significant on-campus emergency or dangerous situation involving an immediate threat to the health or safety of students or staff by the following ways:

- Outdoor Public address systems on each campus.;
- Digital public address systems located across campus for outside campus wide notifications;
- College-wide e-mails originating from the director of communications at the request of the STLCC Campus Police Department or higher authority;
- Limited telephone notification;
- Emergency broadcasts via the St. Louis Community College radio station at the Florissant Valley campus;
- Roving patrols and use of sirens, lights and public address systems on marked St. Louis Community College Police vehicles;
- St. Louis Community College will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency. Notifications will be issued from the St. Louis Community College Public Information and Marketing Office in cooperation with the St. Louis Community College Police Department and/or the Campus Leadership.

These notifications, when issued, will explain to the students, faculty and staff procedures they should take in consideration of the particular emergency at hand, including either evacuating from a particular area, building or other location, or moving to shelter such as a basement or lower level in the event of severe weather. In an effort to publicize the St. Louis Community College's evacuation and emergency response procedures, St. Louis Community College Police Department personnel disseminate educational literature specific to the St. Louis Community College campus on what to do in a variety of emergencies. This information is provided during orientation to students, and during the annual fall faculty and staff welcome sessions. Efforts to test notification and emergency plans are ongoing throughout the year and are conducted in a variety of ways, including:

- The establishment of a St. Louis Community College-wide Emergency Operations Team, which schedules and conducts table top exercises involving key personnel of St. Louis Community College in mock scenarios;
- Annual evacuation drills for campus buildings;
- Routine fire drills for campus buildings;
- Annual testing of the digital public address systems located across campus for outside campus-wide notifications;
- Clearly marked safety areas in each building where said shelters are available throughout the campus. They are on the lowest point of every building, on an interior hallway or room.

St. Louis Community College documents all emergency/evacuation exercises or drills it conducts. The documentation include the time and date of the drill, the evacuation beginning and end time, and whether the drill was announced or unannounced. Drill forms are completed by department heads or their designees. Forms are maintained in the respective department offices.

St. Louis Community College has conducted a tabletop exercise of the STLCC Emergency Operations Plan during the course of the year at all campuses. The first part of this exercise was to test the time it took for the various Emergency Operations Personnel to reach the designated location and evacuation of current facilities. The second part was a review of the plan in general and to update the plan using guidance from the Homeland Security Exercise and Evacuation Program (HSEEP) each individual area was asked to make changes and update the plans accordingly. Particular procedures that St. Louis Community College takes in response to emergencies vary by the particular emergency at hand. Thus, it is impossible to provide a detailed response plan in this document for every emergency that could possibly arise. However, in an effort to provide this information in the most generic of forms, it is broken down into medical, environmental, fire and law enforcement related emergencies.

Institutions are required to inform the campus community about a “significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus.” An emergency response expands the definition of timely warning as it includes both Clery Act crimes and other types of emergencies (i.e., a fire or infectious disease outbreak).

St. Louis Community College has emergency response and evacuation procedures in place, and is required by the Clery Act to test them annually, along with its policies for publicizing these procedures in conjunction with the annual test. An Emergency Response Team (ERT) is available on each campus has a published a list of those drills and types. Following is a list of the drills completed during the most recent Clery reporting year.

Location	Type of Drill	Date	Completed
Cosand Center	Fire Drill	3/16/2014	Yes
Florissant Valley	Fire Drill	10/10/2014	Yes
Forest Park	Table top - weather	5/20/2014	Yes
Forest Park	Lockdown drill	11/15/2014	Yes
Forest Park	Fire Drill	10/10/2014	Yes
HEC	Fire Drill	3/19/2014	Yes
Meramec	Active Shooter	8/8/2014	Yes
Meramec	Fire drill	10/23/2014	Yes
Meramec	Lockdown drill	11/17/2014	Yes
Meramec	Tornado drill	2/21/2014	Yes
Meramec	Table Top - weather	2/6/2014	Yes
SCEUC	Fire drill	10/24/2014	Yes
SCEUC	Lockdown drill	11/6/2014	Yes
SCEUC	Tornado drill	6/18/2014	Yes
Wildwood	Lockdown drill	11/3/2014	Yes
Wildwood	Tornado drill	6/19/2014	Yes
Wildwood	Fire drill	10/1/2014	Yes

#### **V. Local Police Department**

St. Louis Community College does not, at this time, recognize any off-campus activities by students. Criminal activity by students off-campus is not officially reported to the St. Louis Community College on a regular basis. However, when criminal activities do occur off-campus and are brought to our attention, St. Louis Community College officials will give cooperation and support to local law enforcement officials. Reports of such criminal activity are shared by the local law enforcement agencies.

#### **VI. Access to Campus Facilities**

During normal business hours, St. Louis Community College facilities are open to students, parents, employees, contractors, guests and invitees. During non-business hours, access to all St. Louis Community College facilities is by key, if issued, or by admittance via the St. Louis Community College Police Department. In the case of periods of extended closing, the St. Louis Community College Police Department will admit only those with prior written approval to all facilities.

St. Louis Community College utilizes an extensive system of cameras for the purpose of safety, security, and facilities maintenance. Cameras are located in many areas throughout campus, including STLCC parking facilities, public areas and primary pedestrian areas. Cameras are typically purchased by St. Louis Community College departments for the monitoring of their specific operations, or by St. Louis Community College Police for high traffic, public areas.

All cameras included in STLCC's system can be viewed by St. Louis Community College Campus Police. All cameras are randomly monitored but continually recording.

The St. Louis Community College Police Department is committed to protecting the safety and security of the entire campus community. Therefore, a campus security escort service, utilizing a combination of police officers or department employees, is available to all students, faculty, and staff members who feel uncomfortable walking the campus during the hours of darkness. Campus Security escorts during daylight hours may be provided when documented safety concerns exist. Anyone wishing to request the campus security escort service may contact the Campus Police.

Emergencies may necessitate changes or alterations to any posted schedules. Security surveys are conducted in areas identified as problematic. Administrators, including campus Senior Student Affairs Officers, as well as various department heads, including the STLCC Director of Public Safety and Emergency Management, the Director of Buildings and Grounds, and other concerned areas, review these results. These surveys examine security issues such as landscaping, locks, alarms, lighting and communications.

## **VII. Maintenance of Campus Facilities**

The campus camera system monitors the hallways of all the campus facilities, and is maintained by the IT department in conjunction with the Director of Public Safety and Emergency Management's Office and the Campus Police Chiefs.

## **VIII. Education Programs: Campus Security Procedures and Crime Prevention**

In an effort to ensure a safe and secure environment in which to work and study, the St. Louis Community College and St. Louis Community College Police Department are committed to informing the members of the St. Louis Community College community about the functions and various safety and security programs of the department. The St. Louis Community College Police Department conducts presentations at each session of New Student Orientation. These sessions cover the purpose of the department, its organizational structure and authority, the types of crimes on campus, how to avoid becoming a victim of crime, active shooter training, and what to do if you are a victim. Statistics are provided from the annual security report.

The St. Louis Community College Police Department also meets with student clubs and groups to inform students about campus rules and regulations, the student conduct system, parking enforcement, and other safety issues. A variety of security tips and other links of interest are also posted on the department website for each campus.

Furthermore, a representative of the St. Louis Community College Police Department meets with new students during orientation week for all incoming freshmen and transfer students. At this meeting, the Police Department representative presents an overview of the various security policies of the campus, and discusses the options available to students for reporting crimes. Representatives also provide helpful information designed to prevent students from becoming victims of crimes and from engaging in prohibited conduct. Furthermore, in an effort to provide proactive police and security services to the community, officers of the St. Louis Community College Police Department conduct a variety of security-related training and assistance upon individual or group request. Examples include: Verbal Judo, AAMI Training and Holiday Crime Prevention.

Campus Police Officers are also available to members of the St. Louis Community College community to provide physical security surveys of the various campus buildings on request. STLCC Campus Police officers will provide recommendations to make the particular facility, and/or office, less vulnerable to theft or other crime. In addition to the above noted items, the St. Louis Community College Police Department regularly posts anti-crime flyers throughout the campus buildings including academic and administrative buildings. The flyers in general discourage certain unlawful behavior, such as driving under the influence of drugs and/or alcohol and underage drinking, while encouraging certain behaviors designed to reduce victimization. In addition, the department regularly posts flyers throughout campus which include information on how and where to report a crime.

## **IX. Alcohol and Drug Policies**

In compliance with the Drug-Free Schools and Communities Act and the Drug-Free Workplace Act, St. Louis Community College is committed to providing a positive and healthy environment for students and employees. To this end, STLCC promotes an environment that is drug-free and free from the abuse of alcohol. Violations of this policy will be handled according to existing policies and procedures concerning the conduct of faculty, staff and students.

### **Standards of Conduct**

Students and employees of St. Louis Community College assume the obligation to conduct themselves in a manner consistent with the College's function as an educational institution. Therefore, students and employees are expected to comply with local, state, and federal laws pertaining to alcoholic beverages, controlled substances, and illicit drugs. All faculty, staff, and students must comply with this policy as a condition of their employment or enrollment.

The manufacture, distribution, sale, possession, consumption, use or conveyance of alcoholic beverages, controlled substances, and illegal drugs and/or possession of drug paraphernalia by any student on College property, at any College-sponsored student activity, or at STLCC approved classes, field trips, or activities off campus is strictly prohibited. This includes possession of alcoholic beverage containers.

No student shall be in an intoxicated condition, which may be evidenced by disorderly, obscene, or indecent conduct or appearance, while on campus or at a College-approved event

off-campus. Faculty and staff are prohibited from reporting to work under the influence of alcohol, chemicals, or drugs, including legally obtained prescription drugs which may impair one's ability to perform normal work activities.

No student or employee shall furnish or cause to be furnished any alcoholic beverage to any person under the legal drinking age of 21. Missouri under-age drinking laws will be enforced through legal referrals and/or reporting incidents to the St. Louis Community College Police Department and/or the appropriate Police Department with jurisdiction over the location of the incident.

All faculty and staff members must notify their immediate supervisor(s) within five (5) days of any criminal drug statute conviction for a violation occurring in the workplace or in the conduct of College business.

### **Violations**

Violations of the standards of conduct will be handled on a case-by-case basis following the appropriate policies and procedures applicable to faculty, staff, and students.

*Student* violations will be enforced through the policies set in the Code of Student Conduct. Sanctions may include verbal or written warnings, community service, probation, suspension, or expulsion.

*Employee* violations will be enforced through policies set in the appropriate faculty or staff handbooks and/or manuals. Disciplinary actions may include reprimand, warning, probation, reassignment, suspension without pay, or termination.

Sanctions for students and employees may also include referrals for appropriate counseling or to local law enforcement for prosecution for serious violations. If a student or employee is convicted of violating criminal laws pertaining to alcohol or drugs, they may be subject to civil action. Legal sanctions may include classes, community service, fines, prison terms, loss of driving privileges, or mandated rehabilitation programs.

The Drug-Free Workplace Act requires the College: (1) within 10 days after receiving notice that an employee has been convicted of any criminal drug statute violation occurring in the workplace or in the conduct of College business, to notify appropriate government agencies of such conviction; and (2) within 30 days after receiving such notice, to take appropriate personnel action against such employee up to and including termination and/or to require the employee to satisfactorily participate in a drug abuse assistance or rehabilitation program.

### **Health Risks**

Alcohol and other drug use can have dangerous and damaging short-term and long-term effects. Depending on which drug(s) are taken, the effects on the body and mental state can be significant. The physical problems associated with drug use may include loss of memory, slurred speech, blurred vision, and acting out violently. These can lead to complications in family and social relationships, as well as with work performance, and/or academic



performance. Individuals who have a drug or alcohol addiction also are more likely to face financial difficulties, have more accidents (leading to fatal and non-fatal injuries including falls, drownings, and automobile crashes), find themselves in legal troubles, and have other health problems.

Students who engage in risky drinking may experience missed classes, falling grades, and academic failure. In addition, college students who drink to excess may miss opportunities to participate in social, athletic, and cultural activities that are part of college life.

Drug and alcohol use in the workplace not only contributes to lost productivity, but also causes tremendous costs related to absenteeism, accidents, health care, loss of trained personnel, and employee treatment programs. Drug and alcohol abuse can cause physical and emotional dependence. Users may develop a craving for these drugs or alcohol and their bodies may respond to the presence of drugs in ways that lead to increased drug and alcohol use.

Drugs: Like many prescription drugs, “recreational” drugs come with potentially harmful side effects that can have serious and long-term effects on your health. High doses of many of these drugs, or impure or more dangerous substitutes for these drugs, can cause immediate life-threatening health problems such as heart attack, respiratory failure, and coma. Combining drugs with each other or with alcohol is especially dangerous.

A detailed description of the health risks associated with abuse of controlled substances is provided on the site, *Drug Fact Sheets*, published by the U.S. Department of Justice’s Drug Enforcement Administration. (<http://www.dea.gov/druginfo/factsheets.shtml>)

Alcohol: Abuse of alcohol can produce severe health risks, including death. Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low-to-moderate doses of alcohol can increase the incidence of a variety of aggressive acts, including spouse and child abuse. Moderate-to-high doses of alcohol cause marked impairments in higher mental functions, severely altering a person’s ability to learn and remember information. Very high doses can cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol can produce the effects just described.

Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life-threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and the liver.

Women who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicated that children of alcoholic parents are at greater risk than other

youngsters of becoming alcoholics.

### **Legal Sanctions**

#### **Federal Law:**

The Federal Controlled Substances Act prohibits the knowing, intentional, and unauthorized manufacture, distribution, or dispensing of any controlled substance or the possession of any controlled substance with intent to manufacture, distribute, or dispense. A detailed description of the penalties associated with illegal drug trafficking is provided in the chart, Federal Trafficking Penalties, published by the U.S. Department of Justice's Drug Enforcement Administration. ([http://www.dea.gov/druginfo/ftp\\_chart1.pdf](http://www.dea.gov/druginfo/ftp_chart1.pdf))

Conviction for possession of illegal drugs may be punishable by 1 to 3 years imprisonment and a minimum fine of \$1,000, unless the offense involves cocaine base (crack), which may carry mandatory imprisonment for up to 5 to 20 years.

The severity of the sanctions imposed for both possession and distribution offenses depends on the type and quantity of drugs, prior convictions, and whether death or serious injury resulted.

Sanctions may be increased for offenses which involve distribution to minors or occur on or near College premises. In addition, other federal laws require or permit forfeiture of personal or real property used to illegally possess, facilitate possession, transport, or conceal a controlled substance. A person's right to purchase a firearm or receive federal benefits, such as student loans, grants, contracts, or professional or commercial licenses, may be revoked or denied as a result of a drug conviction. Additionally, federal law mandates that any student who has been convicted of an offense under any federal or state law involving the possession or sale of a controlled substance shall not be eligible to receive any grant, loan, or work assistance during the period on the date of such conviction and ending after the interval specified.

#### **Missouri Law:**

Conviction for possession of illegal drugs has a maximum penalty of 7 years imprisonment and a maximum fine of \$5,000. If the offense is marijuana possession of less than 35 grams, it is punishable by up to a year in jail and a fine of \$1,000.

Section 195.214 RSMo makes it a class A felony to distribute or deliver controlled substances on or near (within 2,000 feet) school property. Persons convicted of this offense can be sentenced to imprisonment for not less than 10 years. This term shall be served without probation or parole if the court finds the defendant is a persistent drug offender.

#### **Missouri Penalties:**

A complete listing of Missouri substances, how they are placed on the controlled substances schedule and additional drug information, can be found at <http://www.moga.mo.gov/statutes/C100-199/1950000017.HTM>

Missouri drug regulations can be found at: <http://www.moga.mo.gov/statutes/C100-199/1950000223.HTM>

Additional information on Missouri Drug Offenses can be found on page 24 of this document.

Alcohol: Missouri's Liquor Control Law (R.S.Mo. Section 311.325) makes it illegal for a person under the age of 21 years to purchase, attempt to purchase, or possess any intoxicating liquor. Violation of this statute can result in a fine between \$50 and \$1000 and/or imprisonment for a maximum term of one year. County and municipality ordinances contain similar prohibitions and sanctions.

### **Loss of Workers' Compensation Benefits**

The Missouri Workers' Compensation Act requires the forfeiture of benefits or compensation otherwise payable to an employee when the use of alcohol or non-prescribed controlled drugs is the proximate cause of the employee's injury. At a minimum, the Act provides for a reduction in benefits or compensation when the employee is injured while using alcohol or non-prescribed controlled drugs.

### **Accidents Involving College-Owned Vehicles**

The College reserves the right to require that an employee undergo immediate drug and/or alcohol testing if the employee is involved in a vehicular accident while driving a College-owned vehicle.

### **Inspections**

When the College has reasonable grounds to suspect that an employee unlawfully manufactured, distributed, possessed or used controlled substances, alcohol or drug paraphernalia on College property or at any of its activities, the College reserves the right to inspect the employee's locker, desk, or other College property under the control of the employee.

### **Available Counseling, Treatment, Rehabilitation, or Re-entry Programs**

Early recognition and treatment of drug or alcohol abuse are important for successful rehabilitation, and for reduced personal, family and social disruption. St. Louis Community College encourages the earliest possible diagnosis and treatment for drug and alcohol abuse, however, the decision to seek diagnosis and accept treatment for drug or alcohol abuse is the responsibility of the individual.

The College encourages faculty, staff, and students to seek assistance in dealing with a substance abuse problem, or those problems of a family member, by contacting available resources. College resources include Counseling Services on each campus (Florissant Valley: 314-513-4253; Forest Park: 314-644-9245; Meramec: 314-984-7526; Wildwood: 636-422-2000) and the Employee Assistance Program: 800-765-9124.

Numerous non-College counseling programs exist in the St. Louis metropolitan area. Consultation with one's personal physician is advised before self-referral to community programs. For further information regarding referral to other programs, contact the campus counseling centers or your private physician.

**Nationally Recognized Resources**

Al-Anon Family Groups (Al-Anon and Alateen)  
www.al-anon.alateen.org  
314-645-1574  
Support groups for friends and families of problem drinkers

Alcoholics Anonymous  
www.alcoholics-anonymous.org  
800-344-2666

St. Louis, MO Central Service Office  
www.aastl.org  
314-647-3677

National Council on Alcoholism and Drug Dependence  
www.ncadd.org  
800-NCA-CALL (800-622-2255)  
St. Louis Area Affiliate  
www.ncada-stl.org  
314-962-34456

National Institute on Drug Abuse  
www.drugabuse.gov  
800-622-HELP (800-622-4357)  
Informational and Referral service for Treatment

Substance Abuse and Mental Health Services Administration (SAMHSA) Helpline  
www.samhsa.gov  
800-662-HELP (4357)  
Informational and Referral service for Treatment Facilities, Support Groups and Community-based Organizations.

**Educational Information**

St. Louis Community College has developed annual educational programs consisting of presentations and the distribution of educational materials to new students; and participating in and presenting information and materials during new employee orientation. Campuses offer National Alcohol Screening Day annually.

A Mental Health First Aid Course is offered annually at the College. This is a 1 credit hour course offered over 3 days (12 contact hours). A certification course designed to assist participants in giving first aid to individuals experiencing a mental health crisis and/or who are in the early stages of a mental health disorder. The course teaches an appropriate response plan and the signs and symptoms of common mental health problems: anxiety, depression, psychosis, eating disorders, and substance use disorders.

## **X. Crime Statistics**

### **Disclosure of Crime Statistics**

Higher education institutions must disclose crime statistics for incidents that occur on campus, in unobstructed public areas immediately adjacent to or running through the campus, and at certain non-campus facilities, including STLCC remote classrooms. The statistics must be gathered from campus police or security, local law enforcement, and other school officials who have “significant responsibility for student and campus activities.” The Clery Act requires reporting of crimes in several major categories, some with significant sub-categories and conditions:

1. Criminal Homicide
  - a) Murder & Non-negligent manslaughter
  - b) Negligent manslaughter
  
2. Sex Offenses
  - a) Rape
  - b) Fondling
  - c) Statutory Rape
  - d) Including
  
3. Robbery
4. Aggravated Assault
5. Burglary
6. Motor Vehicle Theft
7. Arson
8. Domestic Violence
9. Dating Violence
10. Stalking

Definitions of the crimes categories and background information on these crime categories can be found in:

- *FBI's 2004 Universal Crime Reporting Handbook (UCR)*
- *2013 UCR National Including incidents-Based Reporting System (NIBRS)*

Schools are also required to report statistics for the following categories of arrests or referrals for campus disciplinary action (if an arrest was not made):

1. Liquor Law Violations
2. Drug Law Violations
3. Illegal Weapons Possession

Hate crimes must be reported by category of prejudice, including race, gender, religion, national origin, sexual orientation, gender identity, ethnicity, and disability. Statistics are also required for four additional crime categories if the crime committed is classified as a hate crime:

1. Larceny/Theft
2. Simple Assault
3. Intimidation
4. Destruction/Damage/Vandalism of Property

Background information on Hate Crime Classifications can be found in the 2012 UCR Hate Crime Data Collection Guidelines and Training Manual.

The information contained in this document is intended to be used as a tool to assist in proper classification of the incidents contained in the St. Louis Community College Crime Log for statistical purposes, as required for Clery Act reporting. Missouri law establishes some definitions pertaining to alcohol, drugs, and weapons violations, and also has specific language for some of the other Clery crime categories. All current applicable Missouri laws and citations have been reviewed and can also be found in this document along with other guidance. St. Louis Community College must submit a report that lists the statistical crime data to the Department of Education annually.

**Clery Geography, 34 CFR 668.46(c)1**

***Campus (On-Campus):*** (1) Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and(2) Any building or property that is within or reasonably contiguous to the area identified in paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

***Non-campus building or property:*** (1) Any building or property owned or controlled by a student organization that is officially recognized by the institution; or (2) Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

***Public property:*** All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

STLCC campus properties include:

- The Joseph P. Cosand Community College Center/Downtown Education Center, located in St. Louis' downtown core, the site of federal and other public buildings and blocks from

the Mississippi River and bridges linking Missouri with Illinois to the east. The Cosand Center is a six-story brick building housing employees.

- The Florissant Valley campus, located along Interstate 270 in the inner-ring suburb of Ferguson, which is one of 91 municipalities within St. Louis County. The campus occupies more than 100 acres, houses 992 employees, and includes 15 buildings, including a child care center. The Fall 2014 semester student enrollment was 5,112.
- The Forest Park campus, located along Interstate 64 in the city of St. Louis, occupies 36 acres, has 1,099 employees, and includes three, multi-story contiguous buildings, plus a child care center. The Fall 2014 semester student enrollment was 5,776.
- The William J. Harrison Northside Education Center, a Learning Center located in Midtown St. Louis and part of the Forest Park campus.
- The Meramec campus, located in the City of Kirkwood within proximity of interstates 44 and 270 in the inner-ring suburb of Kirkwood. The campus occupies 78 acres, has 1,414 employees, and includes 19 buildings, plus a child care center. The Fall 2014 semester student enrollment was 8,997.
- The South County Education & University Center, a satellite location of the Meramec campus.
- The Wildwood campus, located in the City of Wildwood, one of 91 municipalities within St. Louis County. Wildwood Campus is located on 132 acres in the outer-ring suburb of Wildwood and the Fall 2014 semester student enrollment was 1,335.

**Missouri Crime Definitions**

(Revised Statutes of Missouri,, 2014)

1. ***Murder and Non-negligent Manslaughter*** - The willful (non-negligent) killing of one human being by another.

2015 Missouri Offense Table for Murder (RSMo. 565)

CHARGE	ACT	OTHER ELEMENTS	PRISON TERM	STATUTE
<b>Murder 1<sup>st</sup> Degree</b>	causes the death of another person after deliberation upon the matter	<i>knowingly</i> causes the death	Death or life in Prison, A/Felony	<b><u>565.020</u></b>
<b>Murder 2<sup>nd</sup> Degree</b>	causes the death of another person	purpose of causing serious physical injury to another person, causes the death of another person or death during felony crime	10 – 30, or life, A/Felony	<b><u>565.021</u></b>

2. ***Manslaughter by Negligence*** - The killing of another person through gross negligence.

2015 Missouri Offense Table for Manslaughter (RSMo. 565)

CHARGE	ACT	OTHER ELEMENTS	PRISON TERM	STATUTE
<b>Involuntary Manslaughter</b>	<i>recklessly</i> causes the death of another person		D,C,B,A/Felony	<b><u>565.024</u></b>

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

2015 Missouri Offense Table for Robbery (RSMo. 569)

CHARGE	ACT	OTHER ELEMENTS	PRISON TERM	STATUTE
<b>Robbery 1<sup>st</sup> Degree</b>	forcibly steals property	Serious physical injury or weapons used or threatened	10 – 30, or life, A/Felony	<b><u>569.020</u></b>
<b>Robbery 2<sup>nd</sup> Degree</b>	forcibly steals property	No weapon used or threatening	5 – 15 years B/Felony	<b><u>569.030</u></b>

4. ***Aggravated Assault*** - An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.)

2015 Missouri Offense Table for Assault (RSMo. 565)

CHARGE	ACT	OTHER ELEMENTS	PRISON TERM	STATUTE
<b>Assault 1<sup>st</sup> Degree</b>	<i>Knowingly</i> Attempt to kill or cause <i>serious physical</i> injury	<i>Person does cause serious injury</i>	5 years – life (30 years), B,A/Felony	<b><u>565.050</u></b>
<b>Assault 2<sup>nd</sup> Degree</b>	<i>Knowingly</i> Attempt to kill or cause <i>serious physical</i> injury	Attempts to cause injury, sudden passion, <i>reckless cause</i> , intoxication etc.	Up to 7 years, C/Felony	<b><u>565.060</u></b>



5. **Burglary** - The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

2015 Missouri Offense Table for Burglary (RSMo. 569)

CHARGE	ACT	OTHER ELEMENTS	PRISON TERM	STATUTE
<b>Burglary 1<sup>st</sup> Degree</b>	enters unlawfully or remains unlawfully in a building or structure for the purpose of committing a crime	Done <i>knowingly</i> and deadly weapon involved	5 – 15 years, B/Felony	<b><u>569.160</u></b>
<b>Burglary 2<sup>nd</sup> Degree</b>	enters unlawfully or remains unlawfully in a building or structure for the purpose of committing a crime	Done <i>knowingly</i> and <b>no</b> weapon involved	Up to 7 years, C/Felony	<b><u>569.170</u></b>

6. **Motor Vehicle Theft** - The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned—including joyriding.)

2015 Missouri Offense Table for Motor Vehicle Theft (RSMo. 570)

CHARGE	ACT	OTHER ELEMENTS	PRISON TERM	STATUTE
<b>Stealing</b>	Taking of other property	Without consent (greater than \$500 and \$25,000 changes charge)	A /Misdemeanor or C,B,A/Felony	<b><u>570.030</u></b>

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

2015 Missouri Offense Table for Arson (RSMo. 569)

CHARGE	ACT	OTHER ELEMENTS	PRISON TERM	STATUTE
<b>Arson 1<sup>st</sup> Degree</b>	damages a building or inhabitable structure with fire or explosion	<i>Knowingly</i> places a person in danger of death or serious physical injury	5 years – life (30 years), B,A/Felony	<b><u>569.040</u></b>
<b>Arson 2<sup>nd</sup> Degree</b>	damages a building or inhabitable structure with fire or explosion	<i>No</i> person involved	Up to 7 – 15 years, C,B/Felony	<b><u>569.050</u></b>

**Liquor Law Violations** - The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.

2015 Missouri Offense Table for Liquor Law Violations (RSMo. 311)

RSMo.	Description	Crime/Class
<b><u>311.325</u></b>	Possession.	Up to 1 year, A/misdemeanor
<b><u>311.880</u></b>	Misdemeanor Violations	Up to 1 year, A/misdemeanor

**Drug Abuse Violations** - The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance.

Arrests for **violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.**

2015 Missouri Offense Table for Drug Violations (RSMo. 195)

<u>RSMo.</u>	<b>Description</b>	<b>Prison Term</b>
<u>195.130</u>	Keeping or maintaining a public nuisance	Up to 7 years, C/Felony
<u>195.202</u>	Possession or control of a controlled substance.	Up to 1 or 7 years, A/misdemeanor – C/Felony
<u>195.211</u>	Distribution, delivery, manufacture or production of a controlled substance, violations and attempted violations.	Up to life (30 years), C,B,A/Felony
<u>195.212</u>	Unlawful distribution to a minor.	5 – 15 years, B/Felony
<u>195.213</u>	Unlawful purchase or transport with a minor.	5 – 15 years, B/Felony
<u>195.214</u>	Distribution of a controlled substance near schools	10 years – life (30 years), A/Felony
<u>195.217</u>	Distribution of a controlled substance near a park	10 years – life (30 years), A/Felony
<u>195.218</u>	Distribution of a controlled substance near public housing	10 years – life (30 years), A/Felony
<u>195.222</u>	Trafficking drugs, first degree	10 years – life (30 years), A/Felony
<u>195.223</u>	Trafficking drugs, second degree	5 years – life (30 years), B,A/ Felony
<u>195.226</u>	Providing materials for production of a controlled substance	Up to 4 years, D/Felony
<u>195.233</u>	Unlawful use of drug paraphernalia	Up to 1 or 4 years, A/misdemeanor – D/Felony
<u>195.235</u>	Unlawful delivery or manufacture of drug paraphernalia, penalty	Up to 4 years, D/Felony
<u>195.241</u>	Possession of an imitation controlled substance	Up to 1 year, A/misdemeanor
<u>195.244</u>	Advertisements to promote sale of drug paraphernalia or imitation controlled substances prohibited.	Up to 6 months, B/misdemeanor
<u>195.285</u>	Prior and persistent offenders--possession, imprisonment for (See <u>195.202</u> ).	5 years – life (30 years), B,A/Felony
<u>195.291</u>	Prior and persistent offenders, imprisonment for distribution, delivery, manufacture or production (See <u>195.211</u> ).	10 years – life (30 years), A/Felony
<u>195.292</u>	Prior drug offend dist. to a minor or purchase or transport with a minor	10 years – life (30 years), A/Felony
<u>195.295</u>	Prior drug Offender Trafficking 1 <sup>st</sup> Degree	10 years – life (30 years), A/Felony
<u>195.296</u>	Prior drug Offender Trafficking 2nd Degree	10 years – life (30 years), A/Felony
<u>195.420</u>	Possession of methamphetamine precursors	Up to 4 years, D/Felony
<u>578.260</u>	Possession or purchase of solvents to aid others in violations	Up to 6 months or 4 Years, B/misdemeanor or D/Felony
<u>578.265</u>	Selling or transferring solvents to cause certain symptoms	Up to 7 years, C/Felony

**Weapons: Carrying, Possessing, Etc** - The **violation of laws or ordinances** prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

2015 Missouri Offense Table for Weapons Violations (RSMo. 571)

<u>RSMo.</u>	<b>Description</b>	<b>Crime/Class</b>
<u>571.010</u>	Definitions	
<u>571.020</u>	Possession, manufacture, transport, repair, sale of certain weapons	Up to 1 or 7 years, A/misdemeanor – C/Felony
<u>571.030</u>	Unlawful use of weapons	Up to 1 year or life (30 years), B,A/misdemeanor–D,B,A/Felony
<u>571.070</u>	Possession of firearm unlawful for certain persons	Up to 7 years, C/Felony
<u>571.107</u>	Conceal Carry*	

*Sex Offense Reporting 34 CFR 668.46(b)11*

**Sex Offenses** – Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent. *Definitions for fondling, incest and statutory rape come from the FBI’s UCR Program document “The National Incident-Based Reporting System (NIBRS) User Manual from the FBI’s UCR “(Current version 2013)*

(A) **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 Definition from the FBI’s UCR Program “Summary Reporting System (SRS) User Manual” Current Version 2013

2015 Missouri Offense Table for Sexual Offenses (RSMo. 566)

CHARGE	ACT	OTHER ELEMENTS	PRISON TERM	STATUTE
Rape 1 <sup>st</sup> Degree	<i>Sexual intercourse</i>	Incapable/lack capacity for <i>consent</i> , or by the use of <i>forcible compulsion</i>	5 years – life without parole (30 years)	<u>566.030</u>
Rape 2 <sup>nd</sup> Degree	<i>Sexual intercourse</i>	Without <i>consent</i>	Up to 7 years, C/Felony	<u>566.031</u>
Sodomy 1 <sup>st</sup> Degree	<i>Deviate sexual intercourse</i>	Incapable/lack capacity for <i>consent</i> , or by the use of <i>forcible compulsion</i>	5 years - life without parole for (natural life)	<u>566.060</u>
Sodomy 2 <sup>nd</sup> Degree ( <i>Deviate Sexual Assault</i> )	<i>Deviate sexual intercourse</i>	Without <i>consent</i>	Up to 7 years, C/Felony	<u>566.061</u>

(B) **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/her age or because of his/her temporary or permanent mental or physical incapacity.

2015 Missouri Offense Table for Sexual Offenses (RSMo. 566)

CHARGE	ACT	OTHER ELEMENTS	PRISON TERM	STATUTE
Sexual Abuse 1 <sup>st</sup> degree*	<i>Sexual contact</i>	Incapable/lack capacity for <i>consent</i> , or by the use of <i>forcible compulsion</i>	Up to 7 or 15 years, C,B/Felony	<u>566.100</u>
Sexual Abuse 2 <sup>nd</sup> degree*	<i>Sexual contact</i>	Without <i>consent</i>	Up to 1 or 4 years, A/misdemeanor–D/Felony	<u>566.101</u>
Child Molestation 2 <sup>nd</sup> degree	<i>Sexual contact</i>	Under the age of 17 ( <i>with or without consent</i> )	Up to 1 or 4 years, A/misdemeanor–D/Felony	<u>566.068</u>

(C) **Incest** – Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

2015 Missouri Offenses Table for Sexual Offenses (Incest) (RSMo. 568)

CHARGE	ACT	OTHER ELEMENTS	PRISON TERM	STATUTE
Incest	Marry or attempt to marry, <i>sexual inter.</i> or <i>deviate sexual intercourse</i>	Relative (Siblings, ancestors, & adopted children.etc.)	Up to 4 years, D/Felony	<u>568.020</u>

(D) **Statutory Rape** – Non-forcible sexual intercourse with a person who is under the statutory age of consent.

2015 Missouri Offense Table for Sexual Offenses (Statutory Rape) (RSMo. 566)

CHARGE	ACT	OTHER ELEMENTS	PRISON TERM	STATUTE
<b>Statutory Rape 1<sup>st</sup> Degree</b>	<i>Sexual intercourse</i>	Intercourse with someone under 14	5 years – life (30 years)	<b><u>566.032</u></b>
<b>Statutory Rape 2<sup>nd</sup> Degree</b>	<i>Sexual intercourse</i>	21 or older having intercourse with someone under 17	Up to 7 years, C/Felony	<b><u>566.034</u></b>
<b>Stat. Sodomy 1<sup>st</sup> Degree</b>	<i>Deviate sexual intercourse</i>	Intercourse with someone under 14	5 years – life (30 years)	<b><u>566.062</u></b>
<b>Stat. Sodomy 2<sup>nd</sup> Degree</b>	<i>Deviate sexual intercourse</i>	21 or older having intercourse with someone under 17	Up to 7 years, C/Felony	<b><u>566.064</u></b>

*Please note that if the incident of statutory rape or sodomy is forcible it is should be deemed as the crime of Rape for Clery reporting purposes.*

*Violence Against Women Act (VAWA) Crime Categories Additions*

Definitions used in section the Violence Against Women Act of 1994 (42 U.S.C. 13925(a))

**Domestic Violence:**

1. A felony or misdemeanor crime of violence committed--
  - (i) By a current or former spouse or intimate partner of the victim;
  - (ii) By a person with whom the victim shares a child in common;
  - (iii) By a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
  - (iv) 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, or
  - (v) 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.

**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.

1. 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.
2. For the purpose of this definition-
  - (i) Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
  - (ii) Dating violence does not include acts covered under the definition of domestic violence.

Missouri definition of domestic violence 455.010(5) RSMo. relevant to Orders of Protection

*“Domestic Violence is abuse or stalking committed by a family or household member.”*

Dating violence is considered domestic violence under current Missouri law in the definition for domestic assault based on the definition of “Family or Household Member” in 455.010(7.) RSMo.

*“spouses, former spouses, any person related by blood or marriage, persons who are presently residing together or have resided together in the past, any person who is or has been in a continuing social relationship of a romantic or intimate nature with the victim, and anyone who has a child in common regardless of whether they have been married or have resided together at any time;”*

2015 Missouri Offense Table for Domestic Violence/Dating Violence (RSMo. 565)

CHARGE	ACT	OTHER ELEMENTS	PRISON TERM	STATUTE
<b>Domestic Assault 1<sup>st</sup> Degree</b>	Attempt to kill, or cause serious injury	<i>Knowing</i> causes injury	5 years – life (30 years), B,A/Felony	<u><b>565.072</b></u>
<b>Domestic Assault 2<sup>nd</sup> Degree</b>	Attempt to kill, or cause serious injury	<i>Recklessly</i> causes injury	Up to 7 years, C/Felony	<u><b>565.073</b></u>
<b>Domestic Assault 3<sup>rd</sup> Degree</b>	Attempt to cause serious injury	<i>Recklessly</i> causes injury	Up to 1 or 4 years, A/misdemeanor–D/Felony	<u><b>565.074</b></u>

*Stalking* means engaging in a “*course of conduct*” directed at a specific person that would cause a reasonable person to—

- (A) fear for his or her safety or the safety of others; or
- (B) suffer substantial emotional distress.

2015 Missouri Offense Table for Stalking Violations (RSMo. 565)

CHARGE	ACT	OTHER ELEMENTS	PRISON TERM	STATUTE
<b>Harassment</b>	Communicates a threat	Frightens, intimidates, or causes emotional distress	Up to 1 – 4 years, A/misdemeanor–D/Felony	<u><b>565.090</b></u>
<b>Stalking</b>	Communicates a credible threat	Multiple incidents of harassment “ <i>course of conduct</i> ”	Up to 1 year or up to 7, A/misdemeanor or C,D/Felony	<u><b>565.225</b></u>
<b>Aggravated Stalking</b>	Communicates a credible threat	Multiple incidents of stalking	Up to 4 or 7 years, C,D/Felony	<u><b>565.225</b></u>
<b>Invasion of Privacy 1<sup>st</sup> Degree</b>	<i>Knowingly</i> photographs or films another person (full/partial/nudity)	Without consent	Up to 4 years, D/Felony	<u><b>565.252</b></u>
<b>Invasion of Privacy 2<sup>nd</sup> Degree</b>	<i>Knowingly views</i> photographs or films another person (full/partial/nudity)	Without consent Using hidden camera to view undergarments	Up to 1 year or up to 4, A/misdemeanor or D/Felony	<u><b>565.253</b></u>

*Hate Crime Reporting 34 CFR 668.46(c)3*

*Definitions From the Hate Crime Data Collection Guidelines of the Uniform Crime Reporting Handbook 2012 (Items in purple updated in VAWA Reauthorization)*

An institution must report, by category of bias (prejudice), the following crimes reported to local police agencies or to a campus security authority that manifest evidence that the victim was intentionally selected because of the victim's actual or perceived categories below:

- **Race bias:** A preformed negative opinion or attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair, facial features, etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind, e.g., Asians, Blacks or African Americans, whites.
- **Gender bias:** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.
- **Religion based bias:** A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, e.g., Catholics, Jews, Protestants, atheists.
- **National origin bias:** A preformed negative opinion or attitude toward a person or group of persons based on the specific geographic region of origin (not defined in the Hate Crimes Guidelines document).

- **Sexual orientation bias:** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived sexual orientation.
- **Gender identity bias:** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals.
- **Ethnicity bias:** A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term race in that “race” refers to grouping based mostly upon biological criteria, while “ethnicity” also encompasses additional cultural factors
- **Disability bias:** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age, or illness. A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age, or illness.

Included crime categories are *all federal crime categories listed previously above* and the following:

1. **Larceny-Theft (Except Motor Vehicle Theft)** – The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Attempted larcenies are included. Embezzlement, confidence games, forgery, worthless checks, etc., are excluded.

2015 Missouri Offense Table for Larceny/Theft (RSMo. 570)

CHARGE	ACT	OTHER ELEMENTS	PRISON TERM	STATUTE
Stealing	Taking of other property	Without consent (greater \$500 and \$25,000 changes charge)	Up to 1 Year or Up to life (30 years), A/Misdemeanor or C,B,A, /Felony	<b><u>570.030</u></b>

1. **Simple Assault** - An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

2015 Missouri Offense Table for Simple Assault (RSMo. 565)

CHARGE	ACT	OTHER ELEMENTS	PRISON TERM	STATUTE
Assault 3 <sup>rd</sup> Degree	<i>Recklessly</i> causes physical injury to another person.	<i>Criminal negligence</i>	Up to 6 months or up to 4 years, C,A/misdemeanor or D/Felony	<b><u>565.070</u></b>

1. **Intimidation** - To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

2015 Missouri Offense Table for Intimidation (RSMo. 565)

CHARGE	ACT	OTHER ELEMENTS	PRISON TERM	STATUTE
Harassment	act with the purpose to cause emotional distress to another person		Up to 1 year or up to 4 years, A/misdemeanor or D/Felony*	<b><u>565.090</u></b>

2. **Destruction/Damage/Vandalism of Property** - To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

2015 Missouri Offenses Table for Vandalism (RSMo. 569)

CHARGE	ACT	OTHER ELEMENTS	PRISON TERM	STATUTE
Property damage 1 <sup>st</sup> Degree	<i>Knowingly</i> damages property of another	More than \$750 Includes motor vehicles	Up to 15 Years B,C,D Felony	<u>569.100</u>
Property damage 2 <sup>nd</sup> Degree	<i>Knowingly</i> damages property of another	Less than \$750 Includes motor vehicles	Up to 6 months ,B Misdemeanor	<u>569.120</u>

**Classification of Missouri Penalties and Fines for Offenses**

2015 Missouri Penalties and Fines for Offenses

Felony Class	Penalties (Years of imprisonment <u>558.011 RSMo.</u> )	Fines ( <u>560.011 RSMo.</u> )
A	10 – 30, or life	-
B	5 - 15	-
C	Up to 7	Up to \$5,000
D	Up to 4	Up to \$5,000
Misdemeanor Class	Penalties (Term of imprisonment <u>558.011 RSMo.</u> )	Fines ( <u>560.016 RSMo.</u> )
A	Up to 1 year	\$1,000
B	Up to 6 month	\$500
C	Up to 15 days	\$300
Infraction	-	\$200

**Definitions**

(See 556.061 and 562.016 RSMo. for definition of applicable terms noted below)

- "**Consent**": consent or lack of consent may be expressed or implied.  
Assent does not constitute consent if:
  - (A) It is given by a person who lacks the mental capacity to authorize the conduct charged to constitute the offense and such mental incapacity is manifest or known to the actor; or
  - (B) It is given by a person who by reason of youth, mental disease or defect, intoxication, a drug-induced state, or any other reason is manifestly unable or known by the actor to be unable to make a reasonable judgment as to the nature or harmfulness of the conduct charged to constitute the offense; or
  - (C) It is induced by force, duress or deception;
- "**Criminal negligence**", failure to be aware of a substantial and unjustifiable risk that circumstances exist or a result will follow, and such failure constitutes a gross deviation from the standard of care which a reasonable person would exercise in the situation;
- "**Forcible compulsion**" either:
  - (A) Physical force that overcomes reasonable resistance; or
  - (B) A threat, express or implied, that places a person in reasonable fear of death, serious physical injury or kidnapping of such person or another person;
- "**Knowingly**", when used with respect to:

- (A) Conduct or attendant circumstances, means a person is aware of the nature of his or her conduct or that those circumstances exist; or
- (B) A result of conduct, means a person is aware that his or her conduct is practically certain to cause that result;

- "**Purposely**", when used with respect to a person's conduct or to a result thereof, means when it is his or her conscious object to engage in that conduct or to cause that result;
- "**Recklessly**", consciously disregarding a substantial and unjustifiable risk that circumstances exist or that a result will follow, and such disregard constitutes a gross deviation from the standard of care which a reasonable person would exercise in the situation;

**(See 566.010 RSMo. for definition of applicable terms for Sex Offenses)**

- "**Deviate sexual intercourse**", any act involving the genitals of one person and the hand, mouth, tongue, or anus of another person or a sexual act involving the penetration, however slight, of the male or female sex organ or the anus by a finger, instrument or object done for the purpose of arousing or gratifying the sexual desire of any person or for the purpose of terrorizing the victim;
- "**Sexual conduct**", sexual intercourse, deviate sexual intercourse or sexual contact;
- "**Sexual contact**", any touching of another person with the genitals or any touching of the genitals or anus of another person, or the breast of a female person, or such touching through the clothing, for the purpose of arousing or gratifying sexual desire of any person;
- "**Sexual intercourse**", any penetration, however slight, of the female sex organ by the male sex organ, whether or not an emission results.

## **XI. Annual Fire Safety Report**

Similar to the Annual Security Report and the current crime log, institutions with on-campus housing must report fires that occur in on-campus housing, generate both an annual fire report and maintain a fire log that is accessible to the public.

St. Louis Community College has no residential halls and thus does not compile or report fire data to the Federal Government nor does it publish an Annual Fire and Safety Report.

## **XII. Missing Students**

Institutions with on-campus housing must provide a protocol for reporting when a student has been missing for 24 hours.

St. Louis Community College has no residential halls and thus does not have a policy for missing students. However, if a member of the St. Louis Community College community receives a report of a missing student, a report should be made to the STLCC Campus Police, who will work with the local authorities.



### **XIII. Sex Offender Registry**

In 1996, Megan's law amended the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Act of 1994 (42 U.S.C. § 14071(j)). Pursuant to these federal laws, persons who are required to register under a state sex offender registry are required to notify the state regarding each post-secondary school at which the offender works or is a student. In the state of Missouri, sex offenders are required to register with the county sheriff's department (589.400 RSMo.). The Missouri State Highway Patrol maintains a statewide sex offender registry. (<http://www.mshp.dps.missouri.gov/MSHPWeb/PatrolDivisions/CRID/SOR/SORPage.html>)

In addition to the state sex offender registry, the US Department of Justice also maintains a nation-wide sex offender registry. (<https://www.nsopw.gov>)

#### ***Sex Offender Data Base:***

Toll Free number for sex offender information: 1-800-SOR-MSHP (767-6747)

The Revised Statutes of Missouri, sections 589.400 through.426, and 43.650, RSMo., mandate that the Missouri State Highway Patrol maintain a sex offender database and a web site on the Internet that is accessible to the public. The website may be found here:

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

Additional information and verification may be obtained from the Chief Law Enforcement Official (Sheriff) of the county where the sex offender resides. The web site is intended to supplement and complement the sex offender registries maintained by the various counties.

The information on the Missouri Highway Patrol's web site refers only to persons who have been convicted of, found guilty of or plead guilty to committing or attempting to commit sexual offenses and may not reflect the entire criminal history of a particular individual. Offenders required to register for crimes of kidnapping, felonious restraint or child abuse may not be listed on this web site.

The Sex Offender Registry was created in response to the Missouri Legislature's resolution to facilitate public access to available information about persons registered as sexual offenders. The Missouri State Highway Patrol, Criminal Justice Information Services (CJIS) Division, has not considered or assessed the specific risk of re-offense with regard to any individual prior to his or her inclusion on this web site, and has made no determination that any individual included on the web site is currently dangerous. Individuals included on the web site are included solely by virtue of their conviction record and Missouri state law. The primary purpose of providing this information is to make the information easily available and accessible, not to warn about any specific individual.

### **XIV. Sexual Assault Policies and VAWA**

**Section B.12 of the Board Policy states:** St. Louis Community College is committed to providing an academic and work environment that is free from sexual harassment. In keeping with this commitment, the College prohibits sexual harassment of any member of the College community. Sexual harassment in any form, including verbal, written, physical and visual

harassment will not be tolerated. Sexual harassment may include, without limitation, unwelcome sexual advances, attempts to coerce any member of the College community into a sexual relationship or to punish such persons for refusing to submit to sexual advances, or conduct of a sexual nature which creates an intimidating, hostile or offensive academic or work environment.

**Section B.13 of the Board Policy states:** St. Louis Community College will provide an environment for its students, employees and visitors that will, to the greatest extent possible, preclude the occurrence of sexual assault. For purposes of this policy, the term “sexual assault” includes rape, acquaintance rape, or any other sexual offenses, forcible or non-forcible. In keeping with this commitment, the College has established a policy prohibiting sexual assault in any form.

### Definitions

This definition that follow are provided by VAWA. For the Missouri statutes related to sexual offenses, refer to the charts on pages 25 - 28 of this document. The state definition of consent is provided on page 29.

**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.

- i. The existence of such a relationship shall be 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.
- ii. For the purposes of this definition –
  - a. Dating Violence includes, but is not limited to, sexual or physical abuse or threat of such abuse.
  - b. Dating violence does not include acts covered under the definition of domestic violence.

### **Domestic Violence:**

- i. A felony or misdemeanor crime of violence committed –
  - a. By a current or former spouse or intimate partner of the victim;
  - b. By a person with whom the victim shares a child in common;
  - c. By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
  - d. 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;  
or
  - e. 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.

**Sexual Assault:** An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the Uniform Crime Reporting (UCR) System of the Federal Bureau of Investigation.

Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is “any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.”

*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.

*Fondling*: The touching of the private 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 age or because of his or her temporary or permanent mental incapacity.

*Incest*: Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

*Statutory Rape*: Sexual intercourse with a person who is under the statutory age of consent.

### **Stalking:**

- i. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to
  - a. Fear for the person’s safety or the safety of others; or
  - b. Suffer substantial emotional distress.
- ii. For the purposes of this definition –
  - a. *Course of conduct* means two or more acts, including, but not limited to, acts 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.
  - b. *Reasonable person* means a reasonable person under similar circumstances and with similar identities to the victim.
  - c. *Substantial emotional distress* means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling

### **Effective Consent:**

An informed, conscious, mutually understandable, affirmative given freely and actively by words (e.g. saying “yes”) or actions that indicates a willingness to engage in mutually acceptable sexual activity (i.e. to do the same thing, at the same time, in the same way, with each other).

It is always encouraged to talk before engaging in sexual activity, and to continue communicating clearly with each other. It is the responsibility of the person who wants to engage in the specific sexual activity to make sure he or she has consent before proceeding.

It is important to remember the following regarding effective consent:

- Consent may be withdrawn at any time during a sexual encounter. Consent at one time does not imply consent at any other time.
- Consent to one form of sexual activity does not imply consent to other forms of sexual activity.

- Silence and passivity (i.e. absence of resistance) are inactive behaviors and cannot be considered effective consent.
- Participation in a relationship does not include the presumption of consent. There must still be a mutually understandable communication indicating a willingness to engage in sexual activity.
- Effective consent cannot result from force, or threat of force, coercion, fraud, or intimidation.
- Effective consent can never be given by minors, mentally disabled individuals, or by persons incapacitated as a result of alcohol or other drug use. A person who is unconscious, unaware, or otherwise physically helpless cannot give effective consent.

### **Standard of Evidence**

In STLCC disciplinary proceedings involving matters arising from an allegation of dating violence, domestic violence, sexual assault, or stalking that are go before a Formal Hearing Committee, the Committee shall determine responsibility using the “preponderance of the evidence” standard. Preponderance of the evidence means that the Committee determines it is more likely than not that the Respondent is responsible for committing the act or acts presented in the complaint. “Preponderance” means more than half. If, for example, the Committee concludes that the totality of the evidence weighs equally on both sides, the preponderance standard had not been met and a violation of the policy has not been proven. At least two Committee members must agree with and sign the final decision of the Committee.

### **Bystander Intervention**

Bystanders are individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it. A bystander is someone who is present and thus potentially in position to discourage, prevent, or interrupt an incident. Individuals are encouraged to speak out against attitudes that promote sexual misconduct and become more supportive of those who have experienced sexual misconduct. Intervention does not have to be confrontational. It can be as simple as telling a friend when he or she is acting inappropriately, or calling the campus police if someone is aware of inappropriate behavior. Members of the College community who step in to protect others within STLCC are supported and protected under the Retaliation policy.

### **Protective Measures**

The College reserves the right to implement accommodations and/or interim measures it deems necessary while the investigation, hearing and appeal are pending. These measures are to ensure that the safety, physical and emotional well-being concerns of both the complainant and respondent are addressed. These accommodations may include, but are not limited to: Class or work reassignment; restricted access to college campuses and locations; campus police escorts to class or parking/public transportation; temporary suspension.

College officials may also issue a “no contact” order to all parties involved in the situation while the case is ongoing. Campus police is available to assist with matters in which an Order of

Protection is needed through the courts in the jurisdiction in which the campus or residence of an individual is involved.

### **Reporting Options and Resources**

#### **Emergency Assistance**

Of primary importance in situations of sexual misconduct is to ensure the person making the report is safe. College personnel can assist with this, as well as with seeking medical assistance and with the preservation of evidence. For emergency assistance, contact the local police department or campus police.

ST. LOUIS POLICE EMERGENCY NUMBER 911

FLORISSANT VALLEY CAMPUS POLICE

314-513-4250

Location: Service Building, Behind the Child Development Center

FOREST PARK CAMPUS POLICE (also for William J. Harrison Center)

314-644-9700

Location: C Tower, Room C-013

MERAMEC CAMPUS POLICE (also for South County Education and University Center)

314-984-7667

Location: West Side of Campus, off Couch Avenue

WILDWOOD CAMPUS POLICE

636-422-2250

Location: Room 114

#### **Reporting Contacts**

Any member of the STLCC community who believes she or he has been subjected to or witnessed domestic violence, dating violence, stalking, or any type of sexual violence or sexual harassment is encouraged to report the incident as soon as possible. Making the decision to report an incident of sexual misconduct is often very difficult. Reporting an incident of sexual misconduct can be the first step in the healing process. It can also assist the College in preventing future occurrences while also assisting others.

In addition to the emergency assistance options listed above, there are other options for reporting incidents of sexual misconduct at St. Louis Community College. Students are encouraged to talk with anyone with whom she or he feels comfortable disclosing this information. Please note, however, that there are only certain employees (noted below) designated as confidential

resources. All other employees are required to report the information to the Lead Investigator on their respective campus.

### **College-wide Contacts**

William Woodward, Title IX Coordinator  
314-539-5374  
wwoodward5@stlcc.edu

### Deputy Title IX Coordinator for Employees (“Deputy Coordinator”)

Patricia Henderson, Manager, Employment and Recruitment  
314-539-5214  
phenderson@stlcc.edu

### **Campus-based Contacts**

In addition to the College-wide contacts, each campus has a team of individuals who are able to receive reports of sexual misconduct on their campuses. These are the Title IX Investigators and the Senior Student Affairs Officer. As was noted above, a report may be made to anyone with whom a Complainant feels comfortable. If a report is made to someone other than a confidential resource, those individuals will work with the Complainant to file a report with one of the campus contacts.

### Title IX Investigators (“Investigators”)

Each Campus Leadership Team nominates individuals to serve as Investigators for the campuses and the education centers. Vice Chancellors nominate individuals as Investigators at the Cosand Center and the Corporate College.

### **FLORISSANT VALLEY INVESTIGATORS**

Carlos Blancos 314-513-4430  
Dale Gerstenecker 314-513-4331  
Jennifer Orzel 314-513-4201

### **FOREST PARK INVESTIGATORS**

Carolyn Jackson 314-951-9481  
Susan Martin 314-644-9278  
Ena Primous 314-644-9355

### **MERAMEC INVESTIGATORS**

Scott Armstead 314-984-7951  
Ray Eberle-Mayse 314-984-7393  
Jaqueline Meaders-Booth 314-984-7578  
Linda Nissenbaum 314-984-7654

### **SOUTH COUNTY EDUCATION AND UNIVERSITY CENTER INVESTIGATORS**

Kathy Pritchard 314-984-6758

## WILDWOOD INVESTIGATORS

Syed Chowdhury 363-422-2214

Krista Sucher 314-422-2011

## WILLIAM J. HARRISON EDUCATION CENTER INVESTIGATORS

Incidents from this location should be reported to the Forest Park campus.

### **Confidential Resources**

STLCC has identified two categories of faculty/staff as confidential resources. These are the Counselors in the campus counseling centers and the Student Assistance Program (SAP) Specialists. Speaking confidentially with one of these resources gives the opportunity to discuss the options for what are the best next steps at that time for that individual. They will have available to them all of the information for emergency contacts and reporting that the previously mentioned resource staff have. The reporting party's privacy is protected if she or he chooses to talk with any of these individuals *unless* the individual is a danger to her- or himself or others.

## FLORISSANT VALLEY COUNSELORS

Location: Student Center

To make an appointment: Stop in or call 314-513-4253

## FLORISSANT VALLEY SAP SPECIALIST

Location: Student Center

To make an appointment: Stop in or call 314-513-4565

## FOREST PARK COUNSELORS

Location: Student Center, Room 200

To make an appointment: Stop in or call 314-644-9251

## FOREST PARK SAP SPECIALISTS

Location: Student Center, Room 200

To make an appointment: Stop in or call 314-644-9087

## MERAMEC COUNSELORS

Location: Clark Hall (Administration Building) 2<sup>nd</sup> Floor

To make an appointment: Stop in or call 314-984-7526

## MERAMEC SAP SPECIALISTS

Location: Clark Hall, Room 131

To make an appointment: Stop in or call 314-984-7168

## WILDWOOD COUNSELORS

Location: Room 105

To make an appointment: Stop in or call 636-422-2000

#### WILLIAM J. HARRISON EDUCATION CENTER COUNSELORS

To make an appointment: Call 314-763-6015

#### WILLIAM J. HARRISON SAP SPECIALISTS

To make an appointment: Stop in or call 314-763-6017

### **Reporting Procedures**

A report of an incident of sexual misconduct may be filed by the alleged victim of the misconduct, or by someone at the college to whom the incident was reported. If an alleged victim makes the report, the primary response of the college, regardless of to whom the report is made, is to make sure the individual is safe. If the incident reported is a sexual assault, the priority is to provide prompt medical attention to treat any injuries and preserve evidence in case the individual chooses to make a report at a later date.

All individuals who report personal incidents of sexual misconduct are given a “One Sheet” that provides information about on- and off-campus resources. These resources include counseling center staff, their locations and phone numbers, as well as information for agencies in the greater St. Louis community. Individuals will also be provided an explanation of the procedures for the STLCC disciplinary action, as well as their right and options in cases of alleged dating violence, domestic violence, sexual assault, or stalking.

It is the right of the reporting party to choose whether to file a report and to where. If a person chooses not to report the incident to law enforcement or campus authorities, they are strongly encouraged to speak to a counselor on campus or elsewhere.

### **College Report**

If any member of the College community feels he/she has been subjected to or witnessed sexual misconduct, the individual is strongly encouraged to discuss the complaint with an Investigator, the Deputy Coordinator, the Coordinator, or supervisory personnel as soon as possible. The supervisory personnel shall contact one of the Investigators, the Deputy Coordinator, or the Coordinator to report the incident as soon as possible. A student, faculty or staff member may select the Investigator of his/her choice. A list of Investigators is posted at each campus, the Cosand Center, each education center, and the Corporate College. This list of Investigators can also be found on the One Sheets located online via the “Sexual Misconduct Resources” line at [www.stlcc.edu/need2know](http://www.stlcc.edu/need2know).

Once reported to an Investigator, the Deputy Coordinator, or the Coordinator, an investigation will be conducted. The complainant is not obligated to pursue the College’s conduct process to resolve the matter, however, the College may still choose to pursue this process if enough information is available.



## **Police Report**

Another option for making a report of sexual misconduct is to contact the Campus Police Department or local law enforcement agency in the jurisdiction where the incident occurred. Reporting to campus police may be done in person or by phone. The campus police contact information is listed earlier in this document. If the person chooses to make the report by telephone, the campus police will ask for a location so the police may come and personally take a report in a private atmosphere. The Campus Police will assist the individual in understanding his/her rights regarding judicial no- contact, restraining, and protective orders. The College will assist students, faculty and staff who report sexual violence, sexual harassment, stalking, dating violence and/ or domestic violence in obtaining medical support as well as counseling and support services.

Campus Police also will notify the law enforcement unit in the jurisdiction in which the incident occurred.

## **Investigation Procedures**

Lead Investigators must report all complaints of sexual misconduct to the Coordinator immediately following notification. The initial information reported to the Coordinator would consist of names of the complainant and respondent, and any information regarding the incident obtained prior to conducting the investigation. The senior student affairs administrator on the campus where the incident is reported will also be notified.

## **Complainant Option to Pursue Conduct Process**

At the start of any investigation, the Complainant should be advised of her or his option to pursue the matter through the STLCC conduct process. The Complainant's decision should be noted. If the decision is to not pursue the STLCC conduct process, the Complainant should still be informed of all available resources, including accommodations/interim measure options, and provided the One Sheet. The Complainant should then be informed that STLCC is obligated to investigate the allegations of sexual misconduct and take appropriate action if enough information is available. The College has an obligation to take all reasonable steps to investigate and, when appropriate, to respond to reports of sexual misconduct, and thus cannot avoid its obligation to determine whether such an incident has occurred. The Investigator will take all steps necessary to safeguard the confidentiality of the investigation, including communicating to each party and witness the need to maintain confidentiality.

## **Investigation Process**

It is critical that the Investigator start by explaining the process, and the need for an investigation. The Complainant, Respondent and witness(es), if applicable, are given a copy of the Guidelines, which also contain the Board Policies on sexual harassment and sexual violence. In a professional and confidential manner, the Investigator will speak individually with the Complainant (if she or he agrees to participate in the process), the Respondent, any witness(es), as appropriate, as well as other persons identified as having information related to the alleged incident(s) and who agree to be interviewed to gather facts regarding the incident(s). Also included in the investigation shall be a review of any relevant documents and other evidence. The investigator will complete the Investigation Form as he or she conducts the interviews.

The Investigator will ask the Complainant to complete a Sexual Harassment/Sexual Violence Complaint form and attach supplemental documentation relevant to investigate the allegations. However, a written Sexual Harassment/Sexual Violence Complaint form from the Complainant is not necessary in order for the investigation to continue. The witness(es), if desired, can provide a written statement(s).

In the meeting with the Respondent, he or she is advised of the substance of any information obtained during the course of the investigation, and is given an opportunity to respond to the complaint. The Respondent has the right to respond to the Investigator in writing to the sexual misconduct complaint and/or statements from any witness(es). The Investigator shall give the Respondent the date by which the Investigator will meet with the Coordinator as the deadline to submit any such written response. The Respondent is told to refrain from directly or indirectly contacting the Complainant and witnesses regarding the sexual misconduct allegations and that he or she is not to retaliate against the Complainant or any witness in any manner whatsoever.

The parties involved are advised that the resolution of the complaint will involve a thorough investigation, assured that there will be no retaliation, told of the seriousness of the matter, and informed to keep the matter confidential.

All individuals contacted and/or interviewed are advised to take the Sexual Harassment/Sexual Violence Prevention Tutorial if they have not already done so. (The Sexual Harassment/Sexual Violence Prevention Tutorial can be accessed via the  
INTERNET at [http://www.stlcc.edu/sh\\_tutorial](http://www.stlcc.edu/sh_tutorial)  
*There is an underscore between sh and tutorial*  
INTRANET at <http://intranet.stlcc.edu>

### Investigation Findings

The Investigator will prepare a written report summarizing the factual findings of the investigation along with the completed Sexual Harassment/Sexual Violence Complaint form, if applicable, and/or other relevant information from those involved (Complainant, Respondent and any witness). The report will be reviewed by the Coordinator to determine if any additional investigation is necessary (e.g. interviewing of additional witnesses or gathering of documents mentioned in the initial report).

Once the report is finalized, the Investigator will discuss the facts of the investigation with the Coordinator and make a determination of whether sufficient evidence exists to warrant further proceedings relating to the possibility that a violation of the College's sexual misconduct policies may have occurred.

If it is decided that further proceedings are necessary, a determination is made whether the matter will be resolved through a Resolution Meeting with the Complainant and Respondent, or by a Formal Hearing Committee. The Resolution Meeting may be recommended in cases not involving sexual assault as defined previously in this document. Matters involving sexual assault will always be referred to the Formal Hearing Committee.

In matters when it is determined that there is not enough evidence to proceed with the College's processes, the Complainant and Respondent will both be notified in writing by the Investigator.

When the College's processes are engaged (Resolution Meeting or Formal Hearing Committee), the Coordinator will contact the appropriate college officer of the decision, as well as take the lead in coordinating the appropriate meeting to move the procedures forward.

All Student Conduct proceedings shall provide a prompt, fair, and impartial investigation and resolution; and be conducted by officials who receive annual training on the issues related to domestic violence, dating violence, sexual assault, and stalking and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.

### **Resolution Meeting Process**

The purpose of the Resolution Meeting is to bring the Complainant and Respondent together in a controlled setting where they can come to a mutual agreement about their situation in order to both continue their studies at St. Louis Community College in an environment where they feel safe and free from retaliation. For this process to be effective, both the Complainant and Respondent have to agree to this method of resolution.

The Resolution Meeting will be led by the Title IX Coordinator. The investigator may also be present to provide insight from the interviews as needed for clarification during the meeting. Both the Complainant and the Respondent have the right to have an advisor (e.g., friend, union representative, colleague, attorney, etc.) present at the resolution meeting. The advisor can provide moral support and information to his or her advisee, but cannot participate, comment or ask questions during the meeting. Notice of any advisor who is accompanying a Complainant or Respondent must be provided to the Coordinator not less than forty-eight (48) hours prior to the meeting. This is to provide the opportunity to notify the other party and the College of the fact that an advisor will be present so they may invite one for their proceedings.

During the Resolution Meeting, the Coordinator will lead the parties through a conversation where they will:

- Acknowledge the inappropriate behavior that resulted in the charges against the Respondent
- Come to an agreement regarding the terms of the resolution
- Discuss appropriate student behavior based on the STLCC Code of Student Conduct
- Review the College's policies on retaliation

The Respondent will understand the Resolution Meeting serves as a warning and the implications for repeat behavior may include further discipline through the STLCC conduct process.

At the conclusion of the meeting, the Title IX Coordinator will send a letter to both the Complainant and the Respondent summarizing the meeting. A copy of the letter will be sent to the Senior Student Affairs Officer where the parties were enrolled at the time of the incident.

### Formal Hearing Process

The charge of the Formal Hearing Committee is to determine if there has been a violation of College Policy. Each year, the Coordinator will select the investigators to serve on the Committee and will also appoint one of the Committee members to serve as the Chair of the Committee (“*Chair*”). The duties of the Chair are to direct the Formal Hearing and, once the Committee has made its decision, to prepare a written statement of the decision and the information relied on in reaching that decision. The Committee is comprised of three Investigators, one each from three of the locations where Investigators are located and two alternates. The Committee members will not investigate complaints for hearings on which they are a sitting member.

After being contacted by the Coordinator regarding scheduling of a Formal Hearing, the Chair will contact the other Committee members and determine a mutually acceptable date, time and location for the Formal Hearing. The Chair and the Committee members shall determine which witnesses, if any, will be contacted to appear at the hearing. The Chair will then notify the Coordinator of the date, time and location of Formal Hearing. The Chair will then commence the hearing process by providing a written notice to the Complainant and Respondent stating: (1) the nature of the complaint; (2) the policy alleged to have been violated; (3) the name of the Complainant; (4) the date, time, and place of the Formal Hearing; (5) the names of the members of the Committee, including the Chair of the Committee. The written notice will be mailed by certified mail and regular mail to the Respondent’s current local address on record at the College and shall be considered effective three (3) calendar days after such mailing or when actually received by the Respondent, whichever occurs first. The notice of the Formal Hearing shall be simultaneously mailed to the Complainant’s current local address on record with the College. The Chair will contact any witnesses identified by the Committee to be called to the hearing.

The Formal Hearing must take place not more than fourteen (14) calendar days after the delivery of the written notice to the Respondent, unless the committee chair, in his or her discretion, allows for a longer period of time. The Formal Hearing is confidential and is closed to the public. Documents prepared in anticipation of and/or presented in the Formal Hearing, testimony, or other evidence introduced at the Formal Hearing may not be disclosed except as required or authorized by law or as authorized by the Coordinator in connection with responsibilities of the College.

The Formal Hearing before the Committee will not follow a courtroom model, including not following any formal rules of evidence. The Committee will determine the credibility of testimony or other evidence, and the weight to be afforded such evidence. The Chair will determine the order of the witnesses and resolve any questions of procedure arising during the hearing. Only the Chair and the members of the Committee may question the individual parties and any witnesses. However, both parties may ask the Chair to pose additional questions or inquire further into specific matters by submitting these requests in writing. The Chair is empowered to disallow any questions that are irrelevant or redundant.

The Respondent shall have the right not to testify at the hearing. However, the exercise of that right shall not preclude the Committee from proceeding to determine responsibility on the basis of the evidence presented.

Both the Complainant and the Respondent have the right to have an advisor (e.g., friend, union representative, colleague, attorney, etc.) present at the hearing. The advisor can provide moral support and information to his or her advisee, but cannot participate, comment or ask questions during the Formal Hearing. Notice of any advisor who is accompanying a Complainant or Respondent must be provided to the Chair not less than forty-eight (48) hours prior to the hearing. This is to provide the opportunity to notify the other party and the College of the fact that an advisor will be present so they may invite one for their proceedings. For example, in cases where criminal charges are pending, the Respondent may have an attorney present during the Formal Hearing for the sole purpose of advising the Respondent on how best to respond to certain questions in order to protect Respondent's rights in court proceedings. If the Respondent's attorney is present, the Complainant may also have an attorney present, and the College may have its attorney present. As stated previously, attorneys are not permitted to examine witnesses or otherwise directly participate in the hearing on behalf of either party or the College.

#### Determination of Findings

The Committee will prepare a decision setting forth its factual findings and conclusions. The Committee shall determine whether 1) the Policies were violated and 2) whether the Respondent is responsible for the alleged sexual misconduct and, therefore, violating the policy in the Code of Student Conduct. The Committee shall determine responsibility using the "preponderance of the evidence" standard. Preponderance of the evidence means that the Committee determines it is more likely than not that the Respondent is responsible for committing the act or acts presented in the complaint. "Preponderance" means more than half. If, for example, the Committee concludes that the totality of the evidence weighs equally on both sides, the preponderance standard had not been met and a violation of the policy has not been proven. At least two Committee members must agree with and sign the final decision of the Committee.

#### Outcomes of the Formal Hearing

If the Committee determines that College Policy has not been violated, the Formal Hearing Chair will notify the Coordinator and the Senior Student Affairs Officer on the campus where the alleged violation occurred. The Senior Student Affairs Officer will communicate the decision in writing to the Respondent and the Complainant concurrently. The communication shall include information about the appeals procedures.

If the Committee determines that College Policy has been violated, the Committee will make a recommendation of a sanction that is consistent with sanctions assigned to other students found in violation of similar policies. This recommendation will be passed on to the Title IX Coordinator and the campus Senior Student Affairs Administrator where it will be reviewed. The Respondent's prior conduct history with the College will be reviewed before confirmation of the sanction. Once the sanction is confirmed by the Coordinator and campus Senior Student Affairs Officer, the Complainant and Respondent will be notified concurrently, in writing, by the campus Senior Student Affairs Officer of the disciplinary action. Both parties also will be notified of the appeals procedures.

## Sanctions

When the Committee determines that a student has violated College Policy, a wide range of sanctions may be imposed depending on the severity of the incident(s).

Examples of sanctions regarding dating violence, domestic violence, sexual assault, or stalking include, but are not limited to:

- Disciplinary probation
- Suspension for a determined period of time
- Permanent dismissal from STLCC for students
- Termination of employment from STLCC for employees

## Follow up to the Formal Hearing

The Coordinator will follow-up with the Complainant within a reasonable time after the Formal Hearing to ensure that the problem has been resolved and that no retaliation has occurred. The Coordinator will also follow-up with the campus Senior Student Affairs Officer to ensure that the recommended disciplinary action, if any, has been implemented.

## Appeal Procedures

Either the Respondent or the Complainant may appeal the decision the Formal Hearing Committee by filing an appeal. There are only two (2) matters that may be appealed: 1) that the process used in the investigation and/or the Formal Hearing did not follow the process as set out in these Guidelines, and the failure to follow such procedure led to an incorrect result; or 2) the sanction imposed is not appropriate. NOTE: The Complainant will not be advised of any specific sanction imposed against Respondent unless the sanction relates specifically to the Complainant; i.e. Respondent not to have any contact with Complainant.

Appeals must be submitted in writing to the Title IX Coordinator within seven (7) calendar days of the date of the decision. Unless there are exceptional circumstances, all parties will receive written notification of the final decision of any appeal within thirty (30) calendar days.

## **Risk Reduction Information**

No victim is ever to blame for being assaulted or abused. Unfortunately, a person who is the victim of sexual or dating violence is more likely to be re-victimized. Below are some tips to help reduce your risk, and how to avoid potential attacks.

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

1. Get help by contacting a Campus Counselor for support services
2. Learn how to look for “red flags” in relationships so you can learn to avoid some of those characteristics in future partners
3. Consider getting a protective order or stay away order
4. Learn more about what behaviors constitute dating and domestic violence, understand it is not your fault, and talk with friends and family members about ways you can be supported.
5. Trust your instincts including—if something doesn’t feel right in a relationship, speak up or end it.

**RAINN (the Rape, Abuse & Incest National Network)** offers a variety of tips on their website for reducing the risk of sexual assault:

<https://www.rainn.org/get-information/sexual-assault-prevention>

### **Educational Programs**

- Sexual Harassment/Assault Tutorial  
All students who attend a new student orientation are introduced to this online activity. Student Organization Leaders are required to take this online activity.
- St. Louis Community College collaborated with the St. Louis Family Violence Council for their inaugural conference on October 10, 2014. During this conference, the framework for a MOU between the college and this agency was established that was later signed.
- During 2014, the College collaborated with St. Louis City agencies to provide panels during Sexual Assault Awareness month in April, 2015 on all 4 campuses and 2 Education Centers.
- Denim Day Take a Stand against Rape Activity on the Florissant Valley Campus.
- Student Newspaper articles raising awareness about the issues.

### **Preservation of Evidence**

Although St. Louis Community College strongly advocates that a victim of sexual assault or domestic violence, dating violence, or stalking report the including incidents to the St. Louis Community College Police Department in a timely manner, it is the victim's choice to make such a report and the victim has a right to decline involvement with the police. As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining orders of protection related to the including incidents more difficult. If a victim chooses not to make a complaint regarding and including incidents, he or she nevertheless should consider speaking with the St. Louis Community College Police Department or other law enforcement agency to preserve evidence in the event that the victim changes his or her mind at a later date.

#### **Preserving Evidence for Sexual Assaults**

Physical evidence is crucial in helping to prosecute assailants in cases of rape or sexual assault. Physical evidence must be collected in a timely manner by a certified medical facility. Prior to a medical examination, victims of rape or assault should not bathe, change clothes, douche, use the toilet (if possible), smoke, or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours, so that physical evidence may be preserved. If victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted diseases.

#### **Preserving Evidence for Victims of Stalking**

Victims of stalking should save evidence such as any letters, notes, e-mails, phone calls, videos, photos, texts, social media postings (i.e...Facebook, twitter, computer screenshots, voicemails, or any other form of evidence that would be helpful).

### Orders of Protection

#### St. Louis Community College Responsibilities in Regards to Orders of Protection.

The purpose of an *Ex Parte* Order of Protection and a Full Order of Protection is to restrain a respondent from committing or threatening domestic violence, stalking, communicating, or disturbing a complainant's peace, and entering a complainant's place of residence. An *Ex Parte* Order of Protection is a temporary order in place until a hearing by a judge. After reading of the petition, the judge will either grant or deny an *Ex Parte* Order of Protection. This initial decision is made solely on the determination of an immediate and present danger to the complainant based on what is written in the Petition. Court hearings are typically held within 15 days of filing an *Ex Parte* Order of Protection as noted in Missouri law. A complainant must be prepared to present documentation, photos, or other forms of evidence with the paperwork when filing a petition for an *Ex Parte* Order. At a court hearing, a judge can issue a Full Order of Protection for a period of 180 days up to one year. A Full Order of Protection can be renewed twice; each renewal can last up to one year. No new incidents of abuse are required if the Order is renewed before the old one expires. The Court may, upon a finding that it is in the best interest of the parties, include a provision that any Full Order of Protection for one year shall automatically renew unless the Respondent requests a hearing by 30 days prior to its expiration. (See *Chapter 455* and specifically *455.010, 455.035, & 455.050* RSMo. for more information).

All commissioned STLCC Campus Police officers possess the same powers on the St. Louis Community College campus as City police officers within their particular city. The St. Louis Community College Police Department shall enforce any violation of an *Ex Parte* Order of Protection or Full Order of Protection by respondent in the same manner as any police officer in any jurisdiction. A violation of either type of order in Missouri is considered a class A misdemeanor (1-year imprisonment and/or \$1,000 fine) for the first offense, and any subsequent offense is treated as a class D felony (up to 4-years imprisonment and/or \$5,000 fine) per section 455.085 RSMo. Any person who obtains an Order of Protection from Missouri or any other state should provide a copy to STLCC Campus Police and/or the Title IX Coordinator. Depending on conditions specified in a particular order, the St. Louis Community College may make arrangements with both parties that permit access to classrooms, library, the cafeteria, and/or any other public places. These arrangements shall be made to ensure normal access to public areas that do not violate the terms and conditions of the Order of Protection under normal day to day activities.

#### How to File for an Order of Protection

A *Petition for Order of Protection* can be filed at the Circuit Court clerk's office of St. Louis City, St. Louis County, Franklin County, or Jefferson County.

- St. Louis City, City Hall, St. Louis, MO 63103  
314-622-4000
- St. Louis County, 168 N. Meramec Avenue, St. Louis, MO 63105  
314-615-8024



- Franklin County, 401 E. Main St., Union, MO 63084  
636-583-1550
- Jefferson County, 729 Maple St., Hillsboro, MO 63050  
636-797-5071

The Missouri Adult Abuse Act requires that court clerks explain how to file all of these necessary forms and documents. In addition, most counties have victim advocates to assist you in the process for filing for an Order of Protection and they may even go with you to court. When the court is unavailable after business hours or on holidays or weekends, a verified petition for protection from domestic violence or a motion for hearing on a violation of any order of protection may be filed with the Sheriff's Office of St. Louis City, St. Louis County, Franklin County, or Jefferson County.

- St. Louis County Police, 320 Benton St., # A, Valley Park, MO 63088  
636-225-5252
- St. Louis City Sheriff, 1114 Market St., St. Louis, Mo 63101  
314-622-4131
- Franklin County Sheriff, 1 Bruns Ln., Union, MO 63084  
636-583-2560
- Jefferson County Sheriff, 510 1<sup>st</sup> St., Hillsboro, MO 63050  
636-797-5000

### **“No Trespass” Orders**

If there is enough reason to believe (through investigation) that an individual is likely to cause harm to any member on campus, the St. Louis Community College Senior Student Affairs Officer on a campus can issue a *No Trespass* order. Any individual found to be on campus after a *No Trespass* order has been issued against them will immediately be arrested by the St. Louis Community College Police Department. *No Trespass* orders can be issued against any member of the St. Louis Community College community (students, faculty, or staff) or the public. *No Trespass* orders can be issued by STLCC Campus Police for a 5 day period and can be extended to a year or longer upon approval by a St. Louis Community College administrator. A violation of a No Trespass Order is a class B Misdemeanor that could result in up to 6 months in jail and/or \$500 fine per 569.140 RSMo.

### **Retaliation**

Board Policy prohibits retaliation against any member of the St. Louis Community College community, acting in good faith, who has made a complaint of threatening or potentially violent behavior. Any violation of this policy will also result in disciplinary action, up to and including suspension or expulsion.

### **Resources**

#### **Local Agencies**

#### **St. Louis Family Violence Council**

The St. Louis Family Violence Council is a group of organizations and community members committed to significantly reducing the incidences of family violence in St. Louis through discussion, education, advocacy, intervention, systemic change, and coordination of community resources. [www.fvcstl.wordpress.com](http://www.fvcstl.wordpress.com)

**Safe Connections**

24-Hour Crisis Helpline: 314-531-2003

<http://safeconnections.org>

**YWCA St. Louis Regional Sexual Assault Center**

314-531-RAPE (7273)

[www.ywcastlouis.org](http://www.ywcastlouis.org)

(click on “What We Do” then “Women’s Resource Center”)

**City of St. Louis Circuit Attorney’s Victim Services**

Office Number: 314-622-4373

**Crime Victim Advocacy Center of St. Louis**

24-hour hotline: 314-652-3623

[www.supportvictims.org](http://www.supportvictims.org)

**Other Organizations**

Missouri Coalition against Domestic Assault and Sexual Violence

<http://www.mocadsv.org>

**US Dept. of Justice Office on Violence Against Women**

<http://www.ovw.usdoj.gov>

**National Coalition against Domestic Violence**

<http://www.ncadv.org>

**National Sexual Violence Resource Center**

<http://www.nsvrc.org>

**Stalking Resource Center**

<http://www.victimsofcrime.org/ourprograms/Stalking-resource-center>

**Faculty & Staff Specific Counseling Services**

The current *Employee Assistance Program* (EAP) is made available through the St. Louis Community College’s current health care provider. The St. Louis Community College's benefit plans, including STLCC hospitalization and salary continuation (to the extent vacation and sick leave annual balances are available), may be used in cases involving dating violence and/or sexual assault counseling as for any other diseases or disabilities. Please contact Human Resources at (314) 539-5220 or visit the Human Resources website to obtain more information on counseling services from the current health care provider.



**FLORISSANT VALLEY CRIME STATISTICS**

**Campus Crime Statistics (Clery Act Report)  
Criminal Offenses**

<b>Criminal Offense</b>	<b>On Campus</b>			<b>Noncampus/Public Property</b>		
	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
Murder/Non-negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offenses – Forcible	0	0	0	0	0	0
Sex Offenses – Non-forcible						
• Incest	0	0	0	0	0	0
• Statutory Rape	0	0	0	0	0	0
Robbery	0	1	2	0	0	0
Aggravated Assault	0	0	0	0	1	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	1	1	0	0	0	0
Arson	0	0	0	0	0	0
Stalking	0	8	0	0	0	0





## FOREST PARK CRIME STATISTICS

### Campus Crime Statistics (Clery Act Report) Criminal Offenses

Criminal Offense	On Campus			Noncampus/Public Property		
	2012	2013	2014	2012	2013	2014
Murder/Non-negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offenses – Forcible	1	1	1	0	0	1
Sex Offenses – Non-forcible						
• Incest	0	0	0	0	0	0
• Statutory Rape	0	0	0	0	0	0
Robbery	2	0	0	0	0	1
Aggravated Assault	2	1	1	0	0	0
Burglary	0	1	0	0	0	0
Motor Vehicle Theft	0	3	0	0	0	0
Arson	0	0	0	0	0	0





**FOREST PARK CRIME STATISTICS****Campus Crime Statistics (Clery Act Report)  
Arrests and Disciplinary Actions**

<b>Arrests</b>	<b>On Campus</b>			<b>Noncampus/Public Property</b>		
	2012	2013	2014	2012	2013	2014
Weapons: Carrying, Possessing, etc.	0	0	0	0	0	0
Drug Abuse Violations	1	3	0	0	3	0
Liquor Law Violations	0	0	0	0	0	0
<b>Disciplinary Actions</b>						
Weapons: Carrying, Possessing, etc.	0	0	0	0	0	0
Drug Abuse Violations	0	1	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0





HARRISON EDUCATION CENTER

Campus Crime Statistics (Clery Act Report)  
Arrests and Disciplinary Actions

Arrests	On Campus			Noncampus/Public Property		
	2012	2013	2014	2012	2013	2014
Weapons: Carrying, Possessing, etc.	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0
Disciplinary Actions						
Weapons: Carrying, Possessing, etc.	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0



**MERAMEC CRIME STATISTICS**

**Campus Crime Statistics (Clery Act Report)  
Hate Crimes – On Campus, Noncampus, & Public Property**

Criminal Offense	Race			Religion			Sexual Orientation			Gender			Disability			Ethnicity/National Origin		
	2012	2013	2014	2012	2013	2014	2012	2013	2014	2012	2013	2014	2012	2013	2014	2012	2013	2014
Murder/ Non-negligent Manslaughte	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughte	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses – Forcible	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses Non-forcible																		
• Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
• Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravate d Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny – Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0
Destruction/ Damage/ Vandalism of Property	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0

**MERAMEC CRIME STATISTICS**

**Campus Crime Statistics (Clery Act Report)  
Arrests and Disciplinary Actions**

	On Campus			Noncampus/Public Property		
	2012	2013	2014	2012	2013	2014
<b>Arrests</b>						
Weapons: Carrying, Possessing, etc.	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0
<b>Disciplinary Actions</b>						
Weapons: Carrying, Possessing, etc.	1	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0
Liquor Law Violations	1	0	0	0	0	0









## WILDWOOD CRIME STATISTICS

### Campus Crime Statistics (Clery Act Report) Criminal Offenses

Criminal Offense	On Campus			Noncampus/Public Property		
	2012	2013	2014	2012	2013	2014
Murder/Non-negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offenses – Forcible	0	0	0	0	0	0
Sex Offenses – Non-forcible						
• Incest	0	0	0	0	0	0
• Statutory Rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0



**WILDWOOD CRIME STATISTICS**

**Campus Crime Statistics (Clery Act Report)  
Arrests and Disciplinary Actions**

<b>Arrests</b>	<b>On Campus</b>			<b>Noncampus/Public Property</b>		
	2012	2013	2014	2012	2013	2014
Weapons: Carrying, Possessing, etc.	0	0	0	0	0	0
Drug Abuse Violations	0	1	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0
<b>Disciplinary Actions</b>						
Weapons: Carrying, Possessing, etc.	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0
Liquor Law Violations	0	1	0	0	0	0





**BRDGPARK CRIME STATISTICS****Campus Crime Statistics (Clery Act Report)  
Arrests and Disciplinary Actions**

<b>Arrests</b>	<b>On Campus</b>			<b>Noncampus/Public Property</b>		
	2012	2013	2014	2012	2013	2014
Weapons: Carrying, Possessing, etc.	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0
<b>Disciplinary Actions</b>						
Weapons: Carrying, Possessing, etc.	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0







**CORPORATE COLLEGE CRIME STATISTICS**

**Campus Crime Statistics (Clery Act Report)  
Arrests and Disciplinary Actions**

<b>Arrests</b>	<b>On Campus</b>			<b>Noncampus/Public Property</b>		
	2012	2013	2014	2012	2013	2014
Weapons: Carrying, Possessing, etc.	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0
<b>Disciplinary Actions</b>						
Weapons: Carrying, Possessing, etc.	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0





**MET CENTER CRIME STATISTICS**

**Campus Crime Statistics (Clery Act Report)  
Arrests and Disciplinary Actions**

<b>Arrests</b>	<b>On Campus</b>			<b>Noncampus/Public Property</b>		
	2012	2013	2014	2012	2013	2014
Weapons: Carrying, Possessing, etc.	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0
<b>Disciplinary Actions</b>						
Weapons: Carrying, Possessing, etc.	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0

## Corporate College

### VAWA Offenses - On Campus

For each of the following crimes, enter the number reported to have occurred On Campus.

Crime	Total occurrences On Campus		
	2012	2013	2014
a. <u>Domestic violence</u>			0
b. <u>Dating violence</u>			0
c. <u>Stalking</u>			0

### VAWA Offenses - Noncampus

For each of the following crimes, enter the number reported to have occurred in or on Noncampus buildings or property.

Crime	Total occurrences in or on Noncampus buildings or property		
	2012	2013	2014
a. <u>Domestic violence</u>			0
b. <u>Dating violence</u>			0
c. <u>Stalking</u>			0

### VAWA Offenses - Public Property

For each of the following crimes, enter the number reported to have occurred on Public Property.

Crime	Total occurrences on Public Property		
	2012	2013	2014
a. <u>Domestic violence</u>			0
b. <u>Dating violence</u>			0
c. <u>Stalking</u>			0

## Forest Park

### VAWA Offenses - On Campus

For each of the following crimes, enter the number reported to have occurred On Campus.

Crime	Total occurrences On Campus		
	2012	2013	2014
a. <u>Domestic violence</u>			2
b. <u>Dating violence</u>			4
c. <u>Stalking</u>			6

### VAWA Offenses - Noncampus

For each of the following crimes, enter the number reported to have occurred in or on Noncampus buildings or property.

Crime	Total occurrences in or on Noncampus buildings or property		
	2012	2013	2014
a. <u>Domestic violence</u>			0
b. <u>Dating violence</u>			1
c. <u>Stalking</u>			1

### VAWA Offenses - Public Property

For each of the following crimes, enter the number reported to have occurred on Public Property.

Crime	Total occurrences on Public Property		
	2012	2013	2014
a. <u>Domestic violence</u>			0
b. <u>Dating violence</u>			1
c. <u>Stalking</u>			1



## Florissant Valley

### VAWA Offenses - On Campus

For each of the following crimes, enter the number reported to have occurred <u>On Campus</u> .			
Crime	Total occurrences On Campus		
	2012	2013	2014
a. <u>Domestic violence</u>			<input type="text" value="1"/>
b. <u>Dating violence</u>			<input type="text" value="1"/>
c. <u>Stalking</u>			<input type="text" value="5"/>

### VAWA Offenses - Noncampus

For each of the following crimes, enter the number reported to have occurred in or on <u>Noncampus</u> buildings or property.			
Crime	Total occurrences in or on Noncampus buildings or property		
	2012	2013	2014
a. <u>Domestic violence</u>			<input type="text" value="1"/>
b. <u>Dating violence</u>			<input type="text" value="0"/>
c. <u>Stalking</u>			<input type="text" value="0"/>

### VAWA Offenses - Public Property

For each of the following crimes, enter the number reported to have occurred on <u>Public Property</u> .			
Crime	Total occurrences on Public Property		
	2012	2013	2014
a. <u>Domestic violence</u>			<input type="text" value="0"/>
b. <u>Dating violence</u>			<input type="text" value="0"/>
c. <u>Stalking</u>			<input type="text" value="1"/>

# Meramec

## VAWA Offenses - On Campus

For each of the following crimes, enter the number reported to have occurred On Campus.

Crime	Total occurrences On Campus		
	2012	2013	2014
a. <u>Domestic violence</u>			<input type="text" value="1"/>
b. <u>Dating violence</u>			<input type="text" value="0"/>
c. <u>Stalking</u>			<input type="text" value="5"/>

## VAWA Offenses - Noncampus

For each of the following crimes, enter the number reported to have occurred in or on Noncampus buildings or property.

Crime	Total occurrences in or on Noncampus buildings or property		
	2012	2013	2014
a. <u>Domestic violence</u>			<input type="text" value="4"/>
b. <u>Dating violence</u>			<input type="text" value="3"/>
c. <u>Stalking</u>			<input type="text" value="5"/>

## VAWA Offenses - Public Property

For each of the following crimes, enter the number reported to have occurred on Public Property.

Crime	Total occurrences on Public Property		
	2012	2013	2014
a. <u>Domestic violence</u>			<input type="text" value="0"/>
b. <u>Dating violence</u>			<input type="text" value="0"/>
c. <u>Stalking</u>			<input type="text" value="0"/>

## Wildwood

### VAWA Offenses - On Campus

For each of the following crimes, enter the number reported to have occurred <u>On Campus</u> .			
Crime	Total occurrences On Campus		
	2012	2013	2014
a. <u>Domestic violence</u>			<input type="text" value="0"/>
b. <u>Dating violence</u>			<input type="text" value="0"/>
c. <u>Stalking</u>			<input type="text" value="0"/>

### VAWA Offenses - Noncampus

For each of the following crimes, enter the number reported to have occurred in or on <u>Noncampus</u> buildings or property.			
Crime	Total occurrences in or on Noncampus buildings or property		
	2012	2013	2014
a. <u>Domestic violence</u>			<input type="text" value="0"/>
b. <u>Dating violence</u>			<input type="text" value="1"/>
c. <u>Stalking</u>			<input type="text" value="1"/>

### VAWA Offenses - Public Property

For each of the following crimes, enter the number reported to have occurred on <u>Public Property</u> .			
Crime	Total occurrences on Public Property		
	2012	2013	2014
a. <u>Domestic violence</u>			<input type="text" value="0"/>
b. <u>Dating violence</u>			<input type="text" value="0"/>
c. <u>Stalking</u>			<input type="text" value="0"/>

## Bridgepark

### VAWA Offenses - On Campus

For each of the following crimes, enter the number reported to have occurred <u>On Campus</u> .			
Crime	Total occurrences On Campus		
	2012	2013	2014
a. <u>Domestic violence</u>			<input type="text" value="0"/>
b. <u>Dating violence</u>			<input type="text" value="0"/>
c. <u>Stalking</u>			<input type="text" value="0"/>

### VAWA Offenses - Noncampus

For each of the following crimes, enter the number reported to have occurred in or on <u>Noncampus</u> buildings or property.			
Crime	Total occurrences in or on Noncampus buildings or property		
	2012	2013	2014
a. <u>Domestic violence</u>			<input type="text" value="0"/>
b. <u>Dating violence</u>			<input type="text" value="0"/>
c. <u>Stalking</u>			<input type="text" value="0"/>

### VAWA Offenses - Public Property

For each of the following crimes, enter the number reported to have occurred on <u>Public Property</u> .			
Crime	Total occurrences on Public Property		
	2012	2013	2014
a. <u>Domestic violence</u>			<input type="text" value="0"/>
b. <u>Dating violence</u>			<input type="text" value="0"/>
c. <u>Stalking</u>			<input type="text" value="0"/>

## Harrison Education Center

### VAWA Offenses - On Campus

For each of the following crimes, enter the number reported to have occurred On Campus.

Crime	Total occurrences On Campus		
	2012	2013	2014
a. <u>Domestic violence</u>			0
b. <u>Dating violence</u>			0
c. <u>Stalking</u>			0

### VAWA Offenses - Noncampus

For each of the following crimes, enter the number reported to have occurred in or on Noncampus buildings or property.

Crime	Total occurrences in or on Noncampus buildings or property		
	2012	2013	2014
a. <u>Domestic violence</u>			0
b. <u>Dating violence</u>			0
c. <u>Stalking</u>			0

### VAWA Offenses - Public Property

For each of the following crimes, enter the number reported to have occurred on Public Property.

Crime	Total occurrences on Public Property		
	2012	2013	2014
a. <u>Domestic violence</u>			0
b. <u>Dating violence</u>			0
c. <u>Stalking</u>			0

## Metropolitan Education Center VAWA Offenses - On Campus

For each of the following crimes, enter the number reported to have occurred On Campus.

Crime	Total occurrences On Campus		
	2012	2013	2014
a. <u>Domestic violence</u>			0
b. <u>Dating violence</u>			0
c. <u>Stalking</u>			0

## VAWA Offenses - Noncampus

For each of the following crimes, enter the number reported to have occurred in or on Noncampus buildings or property.

Crime	Total occurrences in or on Noncampus buildings or property		
	2012	2013	2014
a. <u>Domestic violence</u>			0
b. <u>Dating violence</u>			0
c. <u>Stalking</u>			0

## VAWA Offenses - Public Property

For each of the following crimes, enter the number reported to have occurred on Public Property.

Crime	Total occurrences on Public Property		
	2012	2013	2014
a. <u>Domestic violence</u>			0
b. <u>Dating violence</u>			0
c. <u>Stalking</u>			0

## South County Education & University Center VAWA Offenses - On Campus

For each of the following crimes, enter the number reported to have occurred On Campus.

Crime	Total occurrences On Campus		
	2012	2013	2014
a. <u>Domestic violence</u>			0
b. <u>Dating violence</u>			0
c. <u>Stalking</u>			0

## VAWA Offenses - Noncampus

For each of the following crimes, enter the number reported to have occurred in or on Noncampus buildings or property.

Crime	Total occurrences in or on Noncampus buildings or property		
	2012	2013	2014
a. <u>Domestic violence</u>			0
b. <u>Dating violence</u>			0
c. <u>Stalking</u>			0

## VAWA Offenses - Public Property

For each of the following crimes, enter the number reported to have occurred on Public Property.

Crime	Total occurrences on Public Property		
	2012	2013	2014
a. <u>Domestic violence</u>			0
b. <u>Dating violence</u>			0
c. <u>Stalking</u>			0