

2026 Annual Security and Fire Safety Report (ASF SR)

Prepared by the Department of Public Safety and Security
Includes Policy Statements for the 2025-2026 Academic Year and
Crime Statistics for Calendar Years (CYs) 2023, 2024 & 2025





Dear Campus Community,

Thank you for taking the time to review the Annual Security and Fire Safety Report for Lindenwood University which is published annually to provide campus crime statistics and security information in compliance with the Jeanne Clery Campus Safety Act. Within this report, you'll find information on the university's safety and security policies and procedures, on-campus housing fire statistics, and crime statistics from on and around the campus, prevention and protection programs, and other resources designed to assist in maintaining a safe Lions community.

Lindenwood University has a long commitment to fostering a safe and inclusive climate where members of our community can excel. In support of this commitment and the University's mission, the Public Safety Department continues to advance our public safety programs and capacity, emergency management, fire safety, and security programs by combining technological solutions, and educational programs, with professional security services.

The University Public Safety department prides itself in providing quality training, equipment, and policy guidance to our officers to better serve the community through best practices and safety services. In November of 2021, the Lindenwood University Public Safety department was awarded national accreditation through the National Association of Campus Safety Administrators (NACSA).

Likewise, the Public Safety Department strives for continual improvement in the services provided to our community, through our emergency and continuity planning, fire safety, and other safety and security programs, as well as our internal and external community engagement efforts. We're committed to the safety of our students, faculty, staff, and visitors and will continue to expand our community outreach efforts in support of our goals.

I encourage you to review this report, to participate in the safety and educational programs offered, and to utilize the safety and support resources here at Lindenwood University. Campus safety is a shared responsibility and by working together, remaining vigilant, and reporting suspicious or unusual or criminal behavior immediately to the Public Safety team, our campus will be a safer community. Remember, if you SEE SOMETHING, SAY SOMETHING. Be safe...

Respectfully,

Michael Nelson

Michael Nelson
Director, Public Safety and Security
Lindenwood University

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Preparation of the Annual Security Report

The preparation of the Annual Security Report is a collaborative effort between the Office of Public Safety & Security, Human Resources, Student Involvement, the Offices of Community Standards & Conflict Resolution, Residential Life, Equal Opportunity & Title IX Compliance, the Student Counseling and Resource Center, and campus security authorities. Crime statistics are compiled from reports submitted to Public Safety & Security, local police, and trained CSAs.

OVERVIEW OF SECURITY DEPARTMENT

Campus Security Information

Lindenwood University complies with the Student Right-To-Know and Campus Security Act of 1990, the Campus Securities Disclosures (Section 485 of the Higher Education Amendments of 1992, and section 668.46 and Appendix E to part 668 of the Higher Education Amendment of 1998), and the Jeanne Clery Campus Safety Act. Lindenwood is committed to providing a healthy, safe, and secure environment for students, employees, and guests.

Department Authority

The Public Safety & Security Office located at 1905 First Capitol Drive, Suite A, St. Charles, Mo., 63301, and provides protection and service to the Lindenwood community by foot and vehicular patrols 24 hours a day, 365 days a year. A director, associate director, and a staff of 20 officers have the responsibility of enforcing university policies.

Campus law enforcement falls under the jurisdiction of the Public Safety & Security Office, which maintains jurisdiction in all property, including buildings owned, leased, or under the control of the university. The director reviews reports of criminal activity and policy violations and then forwards these reports to the Director of Community Standards and Conflict Resolution, who is responsible for administering disciplinary action when necessary.

Public Safety & Security officers have the authority to enforce university policies outlined in the Lindenwood Student Handbook. Public Safety & Security officers do not have the power of arrest. Security officers are unarmed but are licensed in St. Charles County. Public Safety officers have the authority to ask for identification to determine whether individuals have lawful business on campus. The officers also have the authority to issue tickets for parking violations and incidents where the safety and welfare of the campus community may be in question.

Policy enforcement is accomplished through the completion of Incident Reports, which are referred to the Director of Community Standards and Conflict Resolution, or, in more serious matters, to the Executive Office. When circumstances warrant a higher level of authority, security personnel will contact the St. Charles City Police Department, who can be reached at 636-949-3300 and can respond within minutes to any emergency on campus.

The Public Safety & Security Office established a written Memorandum of Understanding (MOU) with St. Charles City Police Department with respect to providing training support and maintains a strong working relationship with the St. Charles City Fire Department, St. Charles County Police Department, Eastern Missouri Police Academy, the Missouri State Highway Patrol, local and federal authorities.

REPORTING PROCEDURES

Crimes and Emergencies

To help provide a safe and secure environment, all members of the Lindenwood community, students, faculty, staff, and guests are encouraged to accurately and promptly report all crimes, emergencies, and public-safety-related incidents in a timely manner, even when the victim of a crime elects to or is unable to make such a report. By accurately and promptly reporting crimes, campus stakeholders can help ensure the crimes' inclusion in annual crime statistics, which will aid in providing timely warning notices to the community when appropriate.

To report a crime or suspicious activity, please contact Public Safety & Security at **636-949-4911**. Lindenwood safety and security officers are available 24 hours per day.

To report an emergency that requires or may require police, fire, or EMS personnel to respond, please dial **911**.

If you are unsure if what you have witnessed or experienced is a crime, please contact the Public Safety & Security Office, which will assist you with your situation.

Reporting Crimes on a Voluntary, Confidential Basis

If you are the victim of a crime and do not want to pursue action within the university system or the criminal justice system, you may still want to consider making a confidential report. With your permission, the director of public safety or an appointed designee can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential while taking steps to ensure the future safety of yourself and others. With such information, the university can keep an accurate record of the number of incidents involving students; determine where there is a pattern of crime with regard to a particular location, method, or assailant; and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the university. The confidential reporting form can be found on the security webpage under "reporting crime."

Response to Reports

Public Safety officers are on duty 24 hours a day and will come immediately to your location. Response to an incident may also involve other campus personnel, such as Student Development in an incident of violence, the Counseling Center in the case of a sexual assault, and/or an outside police agency or other agencies if an incident requires specialized abilities outside the realm of campus security. If assistance is required from the St. Charles City Police Department or the St. Charles Fire Department, a campus security officer will contact the appropriate unit. All incident reports (criminal or policy violations) are forwarded to the dean of students or director of residential life for review.

Campus Security Authorities (CSA)

Campus security authority is a Clery Act-specific term that encompasses several groups of individuals and organizations associated with the university. CSAs are individuals with

significant responsibility for student and/or campus activities. These people are trained in the proper procedures for handling reports of criminal activity and emergencies.

Public Safety & Security officers are considered trained CSAs. Also trained are individuals who have responsibility for campus security, but who do not report directly to the Public Safety & Security Office. This group of CSAs includes, but is not limited to, individuals such as those who are responsible for monitoring the entrances into institutional property, such as area coordinators, assistant area coordinators, and community advisors; student involvement personnel; and Public Safety & Security personnel. Also included are officials of the institution who have significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings; any official who has the authority and the duty to take action or respond to particular issues on behalf of the institution; and coaches, trainers, organization chairs, and others involved in university athletics in a supervisory or oversight capacity. The university has designated all faculty and staff and certain volunteers as CSAs, and these individuals have been trained in that capacity.

The function of a campus security authority is to report to the official or office designated by the institution that collects crime-report information on those allegations of Clery Act crimes that have been brought to their attention by a victim, witness, or other party, or even the offender. At Lindenwood University, such reports are made to the Public Safety & Security Office.

Pastoral and Professional Counselors (Crime Reporting)

According to federal law (the 1998 amendments to 20 U.S.C. Section 1092 (f)), campus pastoral counselors and campus professional counselors, when acting as such, are not considered to be campus security authorities and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are encouraged, if and when they deem appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

Counselors are defined as

- **Pastoral Counselor**- An employee of the institution who is associated with a religious order or denomination and who is recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.
- **Professional Counselor** - An employee of the 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.

Preparation of the Annual Disclosure of Crime Statistics

The university prepares this report to comply with the Jeanne Clery Campus Safety Act. The director of Public Safety & Security takes several steps to ensure required statistics are compiled correctly. Throughout the year, the campus security authorities and the university community are encouraged to record and document all reported crimes. Members of the Public Safety, Student Involvement, and Residential Life offices, along with the Director of Community Standards and Conflict Resolution meet to discuss incidents occurring on campus.

Statistics required for the Clery Act are compiled during these meetings. At the end of the year, the Clery Act coordinator sends an email to all the campus security authorities requesting information on any additional crime statistics reported to those CSAs during the previous calendar year. In addition, the coordinator solicits the required crime statistics from the St. Charles City Police Department and other local, state, and federal law enforcement authorities. This documentation is kept in the Public Safety & Security Office. By Oct. 1 of each year, the statistics will be tabulated and a notice emailed to all faculty, staff, and students informing them that the Clery Act crime statistics are posted on the Lindenwood website (www.lindenwood.edu/clery). Hard copies of the report may be obtained at the Public Safety & Security Office, located at 1905 First Capitol Drive, Suite A, or by calling 636-949-4687.

TIMELY WARNING PROCEDURES

In an effort to provide timely notice to the Lindenwood community, and in the event of a crime that may pose a serious or ongoing threat to our community, the Public Safety & Security Office may issue "timely warning" crime bulletins to notify members of the community about serious crimes against people that occur within the core campus or on or in any property that is owned or controlled by the institution. Crime bulletins are distributed for the following Uniformed Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) classifications:

- Major Incidents of Arson
- Murder/Non-Negligent Manslaughter
- Manslaughter by Negligence
- Robbery
- Sex Offenses
- Aggravated Assault
- Burglary
- Motor Vehicle Theft

Cases of aggravated assault and sex offenses are considered on a case-by-case basis depending on the facts of the case and the information known by the Public Safety & Security Office. For example, if an assault occurs between two students who have a disagreement, there may be no ongoing threat to other Lindenwood community members and a crime bulletin would not be distributed. Cases involving sexual assault are often reported long after the incident occurred; thus, there is no ability to distribute a "timely" warning notice to the community. Sex offenses will be considered on a case-by-case basis depending on when and where the incident occurred, when it was reported, and the amount of information known by the Public Safety & Security Office. Cases involving property crimes will also be assessed on a case-by-case basis, and bulletins will typically be sent if there is a discernible pattern of crime. The Public Safety & Security director or designee reviews all reports to determine if there is an ongoing or serious threat to the community and if the distribution of a crime bulletin is warranted. Crime bulletins may also be posted for other crime classifications and locations, as deemed necessary.

Crime bulletins may be distributed for the above-listed crimes if they occur on Lindenwood-designated property (on campus, non-campus, public property) and if the incident constitutes a serious or continuing threat to community members. The Public Safety & Security Office works

to collect this information by requesting all campus security authorities and local law enforcement agencies report the above-mentioned crimes in a timely fashion so a warning can be issued.

The Lindenwood Public Safety & Security Office and the Office of University Relations will draft the crime bulletin. The Office of Advancement & Communications will transmit the email containing the crime bulletin to the university community as an email. Updates to the Lindenwood community about any particular case resulting in a crime bulletin may also be distributed via email.

It should be noted that an institution is not required to provide a timely warning with respect to crimes reported to a pastoral or professional counselor. The university will distribute public safety advisories to share safety and security information that the institution desires to communicate but which does not meet the criteria for distribution of a timely warning notice. Timely warnings will be provided to students and employees in a manner that withholds the names of victims and that aids in the prevention of similar occurrences.

EMERGENCY EVACUATION PROCEDURES AND POLICIES

Emergency Notification (Immediate)

The university's Campus Emergency Preparedness and Response Plan includes information about the management of emergency response and operations, the Emergency Operations Center (EOC), and communication responsibilities.

University offices are responsible for developing contingency plans and continuity of operations plans for their areas of responsibility. Each year, the university conducts announced and/or unannounced emergency response drills, tabletop exercises, functional exercises, and tests of the emergency notification systems on campus. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution.

Several public safety officers, supervisors, and administrators have received training in Incident Command Systems (ICS) and response to critical incidents on campus. When a serious incident occurs that causes an immediate threat to the campus community, Lindenwood campus officers, the St. Charles City Police, the St. Charles City Fire Department, and EMS agencies are the first responders and will work together to manage the incident. Depending on the nature of the emergency, other Lindenwood University offices and local or federal agencies could also be involved in responding.

The university has specific evacuation guidelines in the event a segment of the campus needs to be evacuated. The plan would be affected by several factors, including the type of threat and the occupancy of the other buildings and areas of the campus at the time of the incident. Therefore, specific information about a multi-building or area evacuation cannot be shared with the campus community in advance. Lindenwood University expects members of the community to follow the

instructions of first responders on the scene, as this type of evacuation would be coordinated onsite. In some emergencies, for instance, Lindenwood community members may be instructed to “shelter-in-place/stay in place.” If an incident occurs and the buildings or areas become unstable or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may be an exposure to that danger. Thus, to “shelter-in-place” means to make a shelter of the building that one is currently in, and with a few adjustments, this location can be made even safer and more comfortable until it is safe to go outside. If an incident occurs and the building one is in is not damaged, one must stay inside in an interior room until told it is safe to come out. If the building is damaged, one can bring personal belongings (purse, wallet, access cards, etc.) if time permits and follow the evacuation procedures for the building (close the door, proceed to the nearest exit, and use the stairs instead of the elevators).

Once evacuated, seek shelter in one of the nearest university buildings as quickly as possible. If police or fire department personnel are on the scene, follow their directions. Additional information about the emergency response/evacuation procedures and updates to the plans for the university are available on the university website under “Security” at the bottom of the homepage.

Lindenwood community members are encouraged to notify campus security of any situation or incident on campus that involves a significant emergency or dangerous situation that may involve an immediate threat to the health and safety of students and/or employees on campus. Campus security will respond to mitigate, investigate, and document any situation that may cause a significant emergency or dangerous situation. The campus security personnel will also judge whether additional resources are advisable and will summon them in case of need. In addition, the Public Safety & Security Office has a responsibility to determine if the situation does, in fact, pose a threat to the community; however, personnel from other campus offices, such as Facilities, Grounds, Student Health, etc., may be involved in the confirmation process, depending on the nature of the potential threat. If an immediate threat exists, federal law requires that the institution notify the campus community or any segments of the community that may be directly affected by the situation.

If campus security, in conjunction with other campus officials or local first responders, confirms there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the Lindenwood community, the director of Public Safety & Security and the director of Advancement & Communications or designees will collaborate to determine the content of the message, and the office or offices listed below will initiate some or all of the systems listed below without delay to communicate the threat to the Lindenwood community or to the appropriate segment of the community.

Lindenwood University will immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff occurring on the campus.

PRIMARY					
System to Use	Primary Message Creator	Backup Message Creator	Authority for Approving & sending messages	Primary Message Sender	Backup Message Sender
Email (All Campuses)	Director of Comm.	Web Content Manager	Both Director of Public Safety and Director of Comm.	Director of Comm.	Web Content Manager
Rave Alert System	Director of Comm.	Web Content Manager	Both Director of Public Safety and Director of Comm.	Director of Comm.	Web Content Manager

NOTE: The Rave System includes email, text message, Facebook, Twitter, and campus desktop computer screen communication options.

SECONDARY					
System to Use	Primary Message Creator	Backup Message Creator	Authority for Approving & Sending Messages	Primary Message Sender	Backup Message Sender
Postings in Residence Halls	Director of Public Safety	Director of Comm.	Both Director of Public Safety and Director of Comm.	(Posting) Residential Life Staff	Public Safety Staff or Supervisor
LUPS Twitter	Director of Public Safety	N/A	Director of Public Safety	Director of Public Safety	N/A
Website	Director of Comm.	Web Content Manager	Director of Public Safety or Director of Comm.	Web Content Manager	N/A
Alertus Desktop Notification	Director of Comm.	Web Content Manager	Both Director of Public Safety or Director of Comm.	Director of Comm.	Web Content Manager

In the event that the systems above fail, face-to-face communication will be used to disseminate information about an immediate threat on campus. The university may also use any of the systems listed above to provide follow-up information, as deemed appropriate. The larger community, such as neighbors, parents, and other interested parties, can receive information by signing up for Rave alerts, following the university on social media, or by accessing the university website.

It should be noted that, unlike the timely warning requirement, emergency notification is not restricted just to Clery-reportable crimes. Incidents such as a gas leak, hazardous materials spill, etc. could warrant the use of this protocol. Lindenwood University 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 judgment of the first responders, compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

Annual Notification and Testing

Lindenwood University will annually test and publicize its emergency response and evacuation procedures. Throughout the year, the critical incident management team will meet and train on the university's response to a critical incident through a variety of exercises, including a tabletop exercise or functional exercise. Documentation and a description of the exercise can be obtained through the office of Public Safety & Security during normal business hours. These tests may be announced or unannounced, depending on the type of exercise. Community members are encouraged to review the university's emergency action plan and evacuation procedures located on the portal under "Security." Hard copies of the emergency chart are located in each building on campus.

Evacuation Procedures

Evacuation is required when there is a power outage, any time the fire alarm sounds, when an evacuation announcement is made by the university's emergency management team or by a law enforcement agency, and whenever an emergency situation warrants evacuation for safety and/or security. When an evacuation is necessary, building occupants should exit immediately to the designated safe assembly area(s), putting the campus-specific evacuation plan into effect. After a building has been evacuated, occupants must wait for authorization from emergency responders before re-entry or should follow directions to leave the campus if necessary.

If an evacuation is necessary,

BUILDING COORDINATORS need to do the following:

- Give directions using a calm voice.
- Give directions to the safe assembly area. (*Safe assembly area and directions are found in Building Evacuation Procedures beginning on p. 26*).
- Alert security to assist with evacuation if possible.
- Refrain from using elevators.

- Aid people with disabilities to evacuate unless conditions do not warrant it. Check offices, classrooms, and restrooms to ensure that all personnel have exited.
- Close doors, but do not lock them.
- Take emergency supplies and rosters.
- Assume positions at intersections of the building to direct pedestrian traffic to safe assembly areas.
- Keep exiting groups together.
- Gather at the building's safe assembly area and await instructions. Account for faculty, staff, and students.

EVACUEES need to do the following:

- Upon hearing the alarm or announcement to evacuate, leave the building immediately.
- Remain calm.
- Take belongings (if feasible).
- Close door to rooms after ensuring that everyone is out of the rooms.
- Report to the emergency responders any missing people or persons left behind.
- Follow the posted evacuation route and leave the building through the nearest safe exit.
- Walk; do not run.
- Avoid using elevators.
- Assist any person in immediate danger to safety if it can be accomplished without too much risk.
- Move away from the building, report to the building-specific designated safe assembly area and await instructions.
- Listen to all directions given by law enforcement or security personnel.
- Avoid reentering buildings until emergency responders advise that it is safe to do so.
- While at the safe assembly area, watch out for all moving vehicles, including the emergency vehicles coming onto the campus and the employee and student vehicles attempting to leave.
- Remain at the safe assembly area until all people have been accounted for and the all-clear signal has been given.

PERSONS UNABLE TO LEAVE THE BUILDING DUE TO A PHYSICAL DISABILITY OR BECAUSE THEY ARE IN A WHEELCHAIR need to do the following:

- Go to the nearest telephone if the area is free of hazards.
- Use a telephone to call 911 or campus security and give the room number of the person(s) unable to leave.
- If necessary and possible, signal out the window to emergency responders.
- If necessary and possible, go or have someone take you to the nearest stairwell and await assistance from emergency responders. One or two persons should remain with the disabled person if it is safe to do so.
- Other persons exiting the building must inform security or emergency personnel of the disabled person and his or her location.

- Unless conditions do not warrant waiting, trained emergency responders should always be utilized in the evacuation of people with disabilities.
- If emergency personnel have not arrived and it becomes unsafe to remain, the person(s) left with the disabled person will have to attempt removal.

To Assist Visually Impaired Persons, do the following:

- Announce the type of emergency.
- Offer your arm for guidance.
- Tell the person where you are going and about obstacles you encounter.
- When you reach safety, ask if further help is needed.

To Alert People with Hearing Limitations, do the following:

- Turn lights on/off to gain the person's attention.
- Indicate directions with gestures.
- Write a note with evacuation directions.

LOCAL POLICE DEPARTMENT

The local police department that responds to calls on campus is the St. Charles City Police Department and can be reached at (636) 949-3300.

Lindenwood University has non-campus housing that campus security and the St. Charles City Police Department monitor for criminal activity. Lindenwood does not have any non-campus student organization facilities that would require monitoring by the university or local police agencies.

SECURITY OF AND ACCESS TO CAMPUS FACILITIES

Residential Housing Visitation

Visitation within residential housing must be managed with concern for personal safety and security and consideration for the well-being of all students. Overnight guests may not stay for a period longer than three consecutive days without specific permission from the Director of Residential Life and a maximum of 10 nights (total) for the semester, with the approval of all roommates. Residential Life reserves the right to restrict students' guest privileges at its discretion should individual issues emerge.

Non-traditional/Alternative Residential Housing Visitation

Non-traditional, alternative residences, houses, and apartments provide more of a "private residence" status but are considered part of the university residence community and therefore are required to abide by the same policies as any other residential housing.

Residence hall visits by parents or family members of the opposite sex are permitted, provided that visitors notify the area coordinator and make courtesy announcements of their presence to

the floor residents. Non-family juveniles under 18 and uninvited or inconsiderate off-campus persons are not welcome in residence halls, non-traditional units, or on the campus and are considered trespassers.

The university will make every reasonable effort to respect the privacy of students and give prior notice before entering student rooms. The university reserves the right of entry without notice for such purposes as necessary to ensure compliance with policies of the university, verification of occupancy, maintenance, and addressing of emergencies. If necessary, the right of entry also includes the right to enter student-owned vehicles.

All residence halls are equipped with keyed control systems on the exterior doors that are used by students to enter their building. Guests and other visitors, with the exception of non-family juveniles, may visit residence halls as long as they have been authorized by a member of the community and sign in. The security doors to student residence halls remain locked 24 hours a day. Residential staff monitor security concerns as a part of their routine duties. Security personnel routinely patrol residential dorms and buildings during their shifts.

Academic and Administrative Buildings

Access to campus buildings and grounds is a privilege extended to students, faculty, staff, and authorized guests. The university encourages an open environment with limited constraints in order to ensure reasonable protection of all members of the community. The academic and administrative buildings are open, at a minimum, during normal business hours. Most facilities have individual hours, and the hours may vary at different times of the year. Access to some of these buildings is also controlled by card key after normal business hours, and all of these buildings have varied levels of access. Most academic and administrative buildings do not have a campus security officer assigned to them. However, officers patrol the buildings on a regular basis. For information about the access protocol for a specific building, see the building manager or department head or contact Public Safety & Security at **636-949-4911**.

MAINTENANCE OF CAMPUS FACILITIES

Maintenance Considerations for Campus Facilities and Residence Halls

Lindenwood University is committed to campus safety and security. Exterior lighting and landscape control is a critical part of that commitment. Staff members from the Campus Facilities Office and the Public Safety & Security Office periodically conduct security surveys to ensure campus lighting is adequate and the landscape is appropriately controlled. Campus security officers conduct routine checks of lighting on campus during regularly assigned patrol duties. If they observe that some lights are out or very dim, they will initiate a service request for campus facilities to repair the problem. We encourage community members to report any deficiency in lighting to Facilities at **636-949-4922** or Public Safety at **636-949-4911**. Facilities personnel are also available to respond to calls for service regarding unsafe facility conditions. These conditions may include unsafe steps and handrails, unsafe roadways on campus, and

unsecured equipment. Public Safety officers, on a scheduled basis, check the university's blue light emergency phones, fire extinguishers, sprinkler valves, alarms, ADA doors, CCTV systems, etc. and document their findings by completing a checklist and reporting any problems they find while checking the equipment.

Security procedures used in the maintenance of residential facilities involve coordination between the Residential Life and Facilities offices. Students must contact (in-person, by email, or by telephone) their area-coordinators to initiate work orders. The work order form allows the student to decide if he/she would like to be present when the work order is completed. In times of emergency, members of the Campus Facilities Office have permission to enter rooms to make the necessary repairs. Off-campus maintenance personnel are not allowed access to residential halls without permission from the director of Campus Facilities or a designee.

EDUCATION PROGRAMS

Security Awareness Programs

The Student Health Center, Student Counseling and Resource Center, the office of Equal Opportunity & Title IX compliance, the Public Safety & Security Office, and several student groups provide a variety of education programs throughout the year that deal with domestic violence and other types of interpersonal violence, personal safety, alcohol and drug abuse, and general security. The Student Wellness Center provides learning opportunities regarding sexual health and safety and the effects of alcohol and drugs on making decisions on relationships and sex. It also distributes a variety of brochures about the harmful effects of drugs, alcohol, and tobacco.

Following are some of the programs presented by the Student Health Center:

- **Pamphlets and other types of resources:** Topics include alcohol and drug issues, sexual health, smoking, wellness, nutrition, exercise, stress relief, self-care tips, resources in the area, HPV vaccine information, etc.
- **Stress Relief:** Information is available about the negative effects of alcohol and other drugs, including over-the-counter drugs and prescription drugs, and their potential to hinder learning.
- **Drug/Alcohol Addiction:** A support group is open to all students struggling with drug or alcohol abuse

Public Safety & Security, in connection with the Office of Residential Life, conducted various programs in residence halls. These meetings were held each semester and included general crime prevention and security awareness programs, such as safety education forums, programs, and discussions about topics such as alcohol abuse, domestic violence, self-defense, fire safety, emergency response and evacuation procedures, sexual assault prevention, bystander intervention, and theft prevention. This security awareness program encourages participants to be responsible for their own security/safety and for the security/safety of others on campus. The Public Safety & Security Office also conducts an ongoing awareness campaign against sexual assault titled "Stand Up, Speak Out." This program encourages bystanders to report suspected

signs of physical and sexual abuse. Posters for the program are located in each residence hall and each academic building on campus. During the September meetings, a Sexual Assault Prevention/Consent/Bystander Intervention training was conducted in each residence hall and in a group setting for those students residing in non-traditional on-campus housing. The importance of being an active bystander and understanding consent was presented to the residents.

Other programs offered during the academic year:

- **Recovery Group:** A program sponsored by the SCRC that deals with alcoholism support and education.
- **Current Drug Trends:** Personal Counseling usually sponsors a guest speaker who comes to campus to discuss substance abuse trends, focusing on the college-age population. Counseling staff also speaks about substance abuse effects on the body and treatments for substance abuse.
- **New Student Orientation:** The Office of First-Year Programs offered programming during on-line orientation that addressed issues facing college students and resources available to support students struggling with these issues. Topics focused on alcohol use/abuse, sexual assault, balance, eating disorders, and stress management.
- **Campus Safety Month:** Public Safety & Security collaborates with other offices to provide a variety of crime prevention and safety programs throughout the months of September through April. Educational and safety tweets about remaining safe on campus are posted to the security homepage throughout the year.
- **Call a Cab/UBER:** To prevent students from driving drunk or getting into cars with drunk drivers, security personnel have posted fliers in every dorm and multiple fliers in different locations throughout buildings on campus for students.
- **Family Day:** Lindenwood typically offers a Family Day within the first couple of months of school. The Public Safety & Security Office passes out fliers to families on safety tips, sexual assault/bystander intervention, campus safety facts, how and when to contact Public Safety & Security, and procedures on what to do in case of severe weather. These fliers are printed in English, Chinese, Spanish, and French.

Crime Prevention and Safety Programs

New Student Programs Offered in 2025

Alcohol/Drug Use and Abuse	NCADA	Students attended a presentation on reducing and preventing the harms of alcohol and other drug use through education, intervention, and advocacy.
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Sexual Assault and Bystander Intervention	Safe Connections	Safe Connections presented on reducing the impact and incidence of relationship violence and sexual assault through education, crisis intervention, counseling, and support services.
Sexual Violence Awareness & Prevention	Cup of Tea video	Students were required to watch a video on consent, "ConsenTea," and
		had to answer questions on the impact the video had on them and their understanding of consent in relation to sexual activity.
Title IX History – Lindenwood's Process	Title IX Office	A presentation on the history of Title IX and Lindenwood's policy and process. Also mentioned was healthy relationships, bystander intervention, and consent.

Resident Hall Fire Prevention Information

All residence hall rooms and common areas have smoke detectors that are hard-wired and, when activated, will send an alarm to a third-party monitoring company, which will dispatch the St. Charles City Fire and EMS and Lindenwood Public Safety & Security. Each residence hall has a fire sprinkler system installed. The Residential Life Office and the Public Safety & Security Office work in conjunction to conduct two fire drills (evacuations) from each residence hall during the academic year. The university requires complete evacuation of buildings during a fire alarm. Individuals who ignore fire alarms and fail to evacuate may face disciplinary action. Two fire evacuation drills were administered for each residence hall during the **2024-2025** academic year (one each semester).

Campus Escort Program

Public Safety officers are available 24 hours a day to provide escort service to and from any location on campus. Officers can be reached by calling the 24-hour dispatch line at (636) 949-4911, or by sending a request utilizing the LindenGuard app. Please be patient when calling, as officers may be busy handling other calls.

Training Residential Community Coordinators

All Residential Community Coordinators and Residential Advisors have ongoing training throughout the year on various topics pertaining to building safety, alcohol/drug use and abuse, and sexual assault prevention and awareness.

Faculty and Staff Meetings

Meetings are held when needed to inform employees of updated security policies and security measures; members of campus security are available to assist any individual or group in planning, presenting, and coordinating programs of interest or concern. For more information, please contact the director of Public Safety & Security at 636-949-4687.

Freshman/Transfer Seminar

Freshmen and transfer students receive several different pieces of communication advising them of university policies and aspects of public safety and security. They include the following: an online portal called Lion Launch with a designated policy and public safety section, information at group sessions during Welcome to the Pride (new student orientation), and information for freshman in their seminar, which is held in a classroom setting once a week for 16 weeks. All freshman students participate in EverFi online modules for Alcohol Education and Sexual Assault Awareness and Prevention through the freshman seminars. There are two modules for alcohol awareness and two for sexual assault awareness and prevention.

Student Handbook

A student handbook explaining rules and policies concerning student behavior on and off campus is published annually. The handbook may also be accessed on the Lindenwood website: www.lindenwood.edu.

Blue Light Assistance Phones

Lindenwood University has 17 blue light assistance phones on campus. These two-way call boxes are located strategically around campus. They allow an individual in need of assistance to speak to a Public Safety officer by pushing the "CALL" button on the call box.

Members of the Public Safety & Security Office are available to assist any individual or group in planning, presenting, and coordinating programs of interest or to address areas of concern. To get more information, please contact the director of Public Safety & Security at 636-949-4687.

Lindenwood University utilizes the LindenGuard app to allow students and staff to communicate electronically with Public Safety & Security. This app allows the user to send crime information, suspicious activity, and officer dispatch requests directly to Public Safety & Security. Downloadable apps are available in both the iTunes and Google Play stores. More information on LindenGuard can be found on the Lindenwood University homepage.

DRUG AND ALCOHOL POLICIES

Lindenwood University is committed to promoting the health and safety of its campus community through enforcement and compliance with local and state alcoholic beverage laws on campus and at university-sponsored activities.

The university affirms its adherence to the following principles:

- The misuse and/or abuse of alcoholic beverages and related behavior, such as disorderly conduct, illness due to excessive consumption of alcohol, and destruction of property, pose a danger to individual members of the university community and to the larger community.
- The promotion of alcoholic beverage consumption as the primary focus of on- and off-campus activities is inappropriate because it invites members of the university community to violate university regulations and Missouri law.
- Consumption of alcoholic beverages should only be by persons of legal age and only if enrolled in the alcohol program.
- Those who choose to consume alcoholic beverages should do so responsibly and in moderation off campus.
- Consumption of alcoholic beverages should not be the main focus of an event or the only means of refreshment at an event that is off campus.
- The responsibility for proper consumption of alcoholic beverages and for compliance with Missouri laws rests with each individual member of the university community.
- The university promotes Arrive Alive for the students who consume alcohol off campus to call a cab or other means of transportation to get back to campus.

The entire text of the *Lindenwood University Alcohol and Controlled Substances Policy*, as well as the university's penalties for possession or distribution of controlled substances by students on university premises or at institutionally sponsored activities off campus, is contained in the Lindenwood University Student Handbook.

In addition, Lindenwood University is in compliance with the federal Drug-Free Schools and Communities Act of 1989. Each year, Lindenwood renews its commitment to the letter and spirit of that law with an informational letter to students and employees, which can be accessed through <http://www.lindenwood.edu/files/resources/dfsca-2016.pdf>.

The university does not condone violations of those laws proscribing possession, use, or sale of alcoholic beverages and possession, use, sale, manufacture, or distribution of illegal drugs.

Members of the Lindenwood community should know that law enforcement and administrative action, which may include eviction from the residence halls, revocation of other privileges, or suspension or expulsion from the university, may be taken in order to protect the interests of the university and the rights and safety of others. The abuse of alcohol and drugs can have a dramatic impact on one's professional, academic, and family life. The university, therefore, encourages members of the community who may be experiencing difficulty with drugs or alcohol to seek help:

Resources

- Student Counseling and Resource Center (SCRC): 636-949-4541
- Student Health Center – BJC HealthCare: 636-949-4525
- Behavioral Health Response Hotline: 314-469-6644
- Uwill: Mental Health & Wellness Direct Crisis Connection (833) 646-1526

Alcohol

Present state laws make liable to arrest and prosecution any person under 21 years of age who consumes and/or possesses alcoholic beverages or supplies such beverages to persons under the age of 21. The National Collegiate Athletics Association (NCAA), with which the university affiliates, has policies prohibiting alcoholic beverages at any athletic event on or off campus. On the campus, university officials will not seek out abuses of this policy by indiscriminate entry into student rooms. However, any problems brought to the attention of university authorities will result in disciplinary action.

Possession, Use, and Sale of Alcoholic Beverages

The use, sale, delivery, possession, and consumption of alcoholic beverages in or on any property owned or controlled by the university is strictly prohibited except as specifically stated in university policy. The university enforces all city, state, and federal laws pertaining to the illegal use of alcoholic beverages, particularly the laws that prohibit the sale to or possession of alcoholic beverages by persons under the age of 21.

It is also a violation of university policy to possess alcohol in any area of campus unless the individual is of legal age and approved to participate in the alcohol program. Any groups or persons violating the alcohol/substance policies or laws may be subject to arrest by the St. Charles Police Department and/or disciplinary sanctions by the university.

Possession, Use, and Sale of Illegal Drugs

The use, possession, sale, manufacture, or distribution of any controlled substance is illegal under state and federal laws. The university strictly enforces such laws. Violators are subject to arrest by the St. Charles Police Department and/or disciplinary sanctions by the university. Please refer to the *Lindenwood University Alcohol and Controlled Substances Policy* listed in this document for further information.

Controlled Substances

In accordance and cooperation with local, state, and federal agencies, the university prohibits the unlawful possession, use, or distribution of illicit drugs and related paraphernalia on university property or as part of any university activity. Controlled substances include, but are not limited to, narcotics, steroids, depressants, stimulants, hallucinogens, cannabis, and any prescription drug, except when used in accordance with instructions from a proper medical authority. Students receiving federal financial assistance are required to sign pledges in that regard, and they risk the cancellation of federal financial aid if they are found to be in violation of the controlled substances policy. Violations will also result in disciplinary action by the university and may result in immediate dismissal from the university.

CRIME STATISTICS

CRIMINAL OFFENSES	On-Campus	Non-Campus	Public Property	Total	Residential
<i>Murder & Non-Negligent Manslaughter</i>					
2023	0	0	0	0	0
2024	0	0	0	0	0
2025	0	0	0	0	0
<i>Manslaughter by Negligence</i>					
2023	0	0	0	0	0
2024	0	0	0	0	0
2025	0	0	0	0	0
<i>Rape</i>					
2023	3	0	0	3	3
2024	4	0	0	4	4
2025	0	0	0	0	0
<i>Fondling</i>					
2023	2	0	0	2	2

2024	2	0	0	2	2
2025	2	0	0	2	2
<i>Incest</i>					
2023	0	0	0	0	0
2024	0	0	0	0	0
2025	0	0	0	0	0
<i>Statutory Rape</i>					
2023	0	0	0	0	0
2024	0	0	0	0	0
2025	0	0	0	0	0
<i>Robbery</i>					
2023	0	0	0	0	0
2024	0	0	0	0	0
2025	0	0	0	0	0
<i>Aggravated Assault</i>					
2023	0	0	0	0	0
2024	0	0	0	0	0
2025	0	0	0	0	0
<i>Burglary</i>					
2023	0	0	0	0	0
2024	0	0	0	0	0
2025	1	0	0	1	1
<i>Motor Vehicle Theft</i>					
2023	0	0	0	0	0

2024	0	0	0	0	0
2025	0	0	0	0	0
<i>Arson</i>					
2023	0	0	0	0	0
2024	0	0	0	0	0
2025	0	0	0	0	0
<i>Hazing</i>					
2023	0	0	0	0	0
2024	0	0	0	0	0
2025	1	0	0	1	1
HATE CRIMES					
2023	1	0	0	1	1
2024	1	0	0	1	1
2025	0	0	0	0	0
VAWA OFFENSES					
<i>Dating Violence</i>					
2023	1	0	0	1	1
2024	5	0	0	5	5
2025	4	0	0	4	4
<i>Domestic Violence</i>					
2023	0	0	0	0	0
2024	0	0	0	0	0

2025	0	0	0	0	0
<i>Stalking</i>					
2023	2	0	0	2	2
2024	4	0	0	4	4
2025	2	0	0	2	2
ARRESTS AND REFERRALS					
<i>Liquor Law Arrests</i>					
2023	0	0	0	0	0
2024	0	0	0	0	0
2025	0	0	0	0	0
<i>Liquor Law Violations Referred for Disciplinary Action</i>					
2023	109	0	0	109	109
2024	96	0	0	96	96
2025	78	0	0	78	78
<i>Drug Law Arrests</i>					
2023	0	0	0	0	0
2024	0	0	0	0	0
2025	0	0	0	0	0
<i>Drug Law Violations Referred for Disciplinary Action</i>					
2023	43	0	0	43	43
2024	43	0	0	43	43
2025	48	0	0	48	48
<i>Weapons Law Arrests</i>					

2023	0	0	0	0	0
2024	1	0	0	1	1
2025	0	0	0	0	0
<i>Weapons Law Violations Referred for Disciplinary Action</i>					
2023	0	0	0	0	0
2024	0	0	0	0	0
2025	0	0	0	0	0

Unfounded Crimes

2023- 0

2024-0

2025- 0

ANNUAL FIRE SAFETY REPORT

The daily crime and fire logs are kept in the same binder and are open for public inspection. They are available for inspection Monday-Friday, 8 a.m.-5 p.m. at the Public Safety & Security Office, located at the old Barnes & Noble bookstore location on the St. Charles campus.

Fire Drills

The Public Safety & Security Office in coordination with the St. Charles City Fire Department conducts two fire drills at each residence hall during the calendar year. During the drills, the alarms are sounded and staff members make a check of every residence hall room to verify all students have exited the building. All students are instructed to congregate at the evacuation sites as instructed in the Emergency Preparedness Plan.

Student Housing Evacuation Procedures

In the event of a fire in the residence hall, community members should quickly shut the door to their rooms and proceed to the nearest exit where they can leave the building safely. If the alarm has not sounded, students should activate the nearest pull station if they can do so safely. Once outside the building, call **911** and notify the fire department of the emergency. If possible, contact Public Safety & Security at 636-949-4911. Do not use an elevator while the alarm is activated.

Upon exiting the residence hall, please proceed to the evacuation gathering points listed in the residence hall section.

Plans for Future Improvements to Fire Safety

Currently, Lindenwood University does not have any future plans to improve fire-safety systems.

Fire Safety Education and Training

Fire extinguishers are located in each building's hallways and in the residence halls. They may only be used in case of a fire. Fire safety training is available upon request by notifying the director of Public Safety & Security.

Reporting a Fire

If a student or staff member discovers a fire, he or she should immediately evacuate the building, sound the alarm if it is not activated, dial 911, and advise the dispatcher of the situation. In the event the fire has been extinguished, the student or staff member should contact the Public Safety & Security Office at 636-949-4911 to alert security staff of the incident. Fires should also be reported to Residential Life staff (if the fire occurs in a dorm), or the Campus Facilities Office.

The Lindenwood University Student Handbook, 2024-2025, states, "Prohibited items include waterbeds, wireless routers, washers, dryers, unapproved pets, dartboards, cooking appliances (such as microwaves, electric grills, blenders, and any other cooking appliances), barbecue pits, window and window-vented air conditioners, outside antennae, halogen lamps, incense and candles, and empty alcohol containers used as decoration."

Smoking is not permitted on any Lindenwood-owned property.

BUILDING EVACUATION PROCEDURES

Residence Halls

Ayres Hall Building Background

- Three floors
- 90-bed capacity
- Fire Extinguishers: 307, 323, 223, 207, 125, first floor south exit door, lower-level staircase, inside and outside of men's bathroom lower level
- Fire alarms: 315, 302, 329, 202, 215, 220, 113, first floor south door, 009, south exit door lower level
- Fire alarm and sprinkler system

Building Evacuation Route

In the event of a bomb threat or fire in the building, all occupants need to leave the building immediately by using the closest exit. Once outside, proceed to the assembly area.

- Rooms 301-315: southwest fire escape or center staircase
- Rooms 317-329: northwest fire escape or center staircase
- Rooms 201-215: fire escape or center staircase
- Rooms 217-229: northwest fire escape or center stair
- Rooms 116-129: east main exit or south exit
- Rooms 107-113: east main exit or south exit
- Rooms 001-011: stairs to first floor east exit or south lower exit

All students, when exiting the building, are required to report to the assembly area for a building evacuation.

Evacuation Assembly Area: Grass area in front of pavilion

Blanton Hall Building Background

- Elevators
- 180-bed capacity
- Four stories
- Fire extinguishers: 430, 413, 404, 328, 313, 304, 230, 213, 204, 127, 113, 103
- Fire alarm locations: center, north, south, east, west stairwells and exits
- Fire alarm and sprinkler system

Building Evacuation Route

In the event of a bomb threat or fire in the building, all occupants need to leave the building immediately by using the closest exit. Once outside, proceed to the assembly area.

- Rooms 417-430: use the south exit at the end of the hall or use center stairs • Rooms 402-416: use the north exit at the end of the hall or use center stairs
- Rooms 317-330: use the south exit at the end of the hall or use center stairs • Rooms 302-316: use the north exit at the end of the hall or use center stairs
- Rooms 217-228: use the south exit at the end of the hall or use center stairs
- Rooms 201-215: use the north exit at the end of the hall or use center stairs
- Rooms 117-127: use the south exit at the end of the hall or front or rear door in center of building
- Rooms 103-113: use the north exit at the end of the hall or front or rear door in center of building

All students, when exiting the building, are required to report to the assembly area for a building evacuation.

Evacuation Assembly Area: Grass area facing the Welcome Center

Calvert Rogers Hall Building Background

- Elevators
- 187-bed capacity
- Four stories
- Fire extinguisher locations: 402, 413, 428, 302, 313, 328, 202, 213, 228, 102, first-floor electrical room, 128
- Fire alarm locations: center, north, south, east, west stairwells, and exits.
- Fire alarm and sprinkler system

Building Evacuation Route

In the event of a bomb threat or fire in the building, all occupants need to leave the building immediately by using the closest exit. Once outside, proceed to the assembly area.

- Rooms 402-416: use the south exit at the end of the hall or use center stairs

- Rooms 417-430: use the north exit at the end of the hall or use center stairs
- Rooms 302-316: use the south exit at the end of the hall or use center stairs
- Rooms 317-330: use the north exit at the end of the hall or use center stairs
- Rooms 202-216: use the south exit at the end of the hall or use center stairs
- Rooms 217-230: use the north exit at the end of the hall or use center stairs
- Rooms 102-113: use the south exit at the end of the hall or front or rear door in center of building
- Rooms 118-130: use the north exit at the end of the hall or front or rear door in center of building

All students, when exiting the building, are required to report to the assembly area for a building evacuation.

Evacuation Assembly Area: Rear of building in the grass area facing Guffey Hall

Cobbs Hall Building Background

- No elevator
- Three floors
- 115-bed capacity
- Basement
- Fire extinguisher locations: Floors 1-3 by east and west stairwells; none on the lower-level basement
- Fire alarm locations: 6, 108, 104, 114, 208, 204, 214, 308, 308, 304, 314
- Fire alarm and sprinkler system

Building Evacuation Route

In the event of a bomb threat or fire in the building, all occupants need to leave the building immediately by using the closest exit. Once outside, proceed to the assembly area.

- Rooms 301-308 use south or east stairs, Rooms 309-316 use south or west stairs
- Rooms 201-208 use south or east stairs, Rooms 209-216 use south or west stairs
- Rooms 101-108 use north or south exit doors or east stairs
- Rooms 109-116 north or south exit doors or west exit door
- Rooms 1-18 use east or south lower-level exit doors or north exit

All students, when exiting the building, are required to report to the assembly area for a building evacuation.

Evacuation Assembly Area: Northeast grass area behind Cobbs Hall

Flowers Hall Building Background

- Elevators
- 180-bed capacity
- Four stories
- Fire extinguisher locations: 429, 414, 403, 329, 314, 303, 229, 216, 203, 104, 116, 126 • Fire alarm locations: fourth- and third-floor center stairwells as well as north and south stairwell exits, second-floor center west exit and north and south stairwells, first floor by center east exit

and north and south stairwells.

- Fire alarm and sprinklers

Building Evacuation Route

In the event of a bomb threat or fire in the building, all occupants need to leave the building immediately by using the closest exit. Once outside, proceed to the safe area:

- Rooms 415-429: use the south exit at the end of the hall or use center stairs • Rooms 401-414: use the north exit at the end of the hall or use center stairs
- Rooms 315-329: use the south exit at the end of the hall or use center stairs • Rooms 301-314: use the north exit at the end of the hall or use center stairs
- Rooms 215-229: use the south exit at the end of the hall or use center stairs
- Rooms 201-214: use the north exit at the end of the hall or use center stairs
- Rooms 116-126: use the south exit at the end of the hall or front or rear door in center of building
- Rooms 114-104: use the north exit at the end of the hall or front or rear door in center of building

All students, when exiting the building, are required to report to the assembly area for a fire evacuation.

Evacuation Assembly Area: Grass area in rear of building facing Guffey Hall

Gamble House Building Background

- Two floors and basement
- Nine-bed capacity
- Fire extinguishers - first and second floors
- Fire alarms
- Sprinkler system - none

Building Evacuation Route In the event of a bomb threat or fire in the building, all occupants need to leave the building immediately by using the closest exit. Once outside, proceed to the assembly area.

- Rooms 3 and 4 should proceed down the stairs to the west exit door
- Rooms 1 and 2 should exit through their east rear exit doors or west main entrance door
- Room 1 could exit through the basement exit door

All students, when exiting the building, are required to report to the assembly area for a building evacuation.

Evacuation Assembly Area: East patio area behind Gamble House

Guffey Hall Building Background

- Elevators
- 187-bed capacity
- Four stories
- Fire extinguisher locations: 429, 414, 403, 329, 314, 303, 229, 214, 203

- Fire alarm locations: center, north, and south stairwells and exits. Center east and west exits
- Fire alarms and sprinkler systems

Building Evacuation Route

In the event of a bomb threat or fire in the building, all occupants need to leave the building immediately by using the closest exit. Once outside, proceed to the assembly area.

- Rooms 416-429: use the south exit at the end of the hall or use center stairs • Rooms 401-415: use the north exit at the end of the hall or use center stairs
- Rooms 316-329: use the south exit at the end of the hall or use center stairs • Rooms 301-315: use the north exit at the end of the hall or use center stairs
- Rooms 216-229: use the south exit at the end of the hall or use center stairs
- Rooms 201-215: use the north exit at the end of the hall or use center stairs
- Rooms 117-129: use the south exit at the end of the hall or front or rear door in center of building
- Rooms 101-115: use the north exit at the end of the hall or front or rear door in center of building

All students, when exiting the building, are required to report to the assembly area for a fire evacuation.

Evacuation Assembly Area: Grass area in rear of building facing the Fitness Center (north end of the building)

Irwin Hall Building Background

- Four stories
- 150-bed capacity
- Fire extinguisher locations: 404, 414, 304, 314, 204, 214, 104, 114, 14, 6
- Fire alarm locations: Center staircase on all floors, east and west lower-level basement exits.
- Fire alarms and sprinkler systems

Building Evacuation Route

In the event of a bomb threat or fire in the building, all occupants need to leave the building immediately by using the closest exit. Once outside, proceed to the assembly area.

- Rooms 409-418: west or center stairs
- Rooms 401-406: use the east or center stairs
- Rooms 309-318: use the west or center stairs
- Rooms 301-308: use the east or center stairs
- Rooms 209-218: use the west or center stairs
- Rooms 201-208: use east or center stairs
- Rooms 109-118: should use west exit or lobby north exit
- Rooms 101-107: should use east stairwell or lobby exit
- Rooms 10-17: west basement exit or second-floor north exit
- Rooms 1-08: east exit or second-floor lobby exit

All students, when exiting the building, are required to report to the assembly area for a fire evacuation.

Evacuation Assembly Area: Grass area facing McCluer Hall

Linden Lodge Building Background

- Three floors
- Elevator
- Approximately 120-bed capacity
- Fire extinguishers: located 334, 345, 234, 245, 214, 114, 134, 145
- Fire alarms: north, south, southwest, west stairwells and exits. North main lobby entrance and west lobby exits.
- Fire alarms and sprinkler systems

Building Evacuation Route

In the event of a bomb threat or fire in the building, all occupants need to leave the building immediately by using the closest exit. Once outside, proceed to the assembly area.

- Rooms 323-336: north or west stairs
- Rooms 339-355: south or west stairs
- Rooms 223-236: north or west stairs
- Rooms 239-255: south or west stairs
- Rooms 200-221: west or southwest stairs
- Rooms 105-121: northwest main lobby entrance or west lobby entrance
- Rooms 123-136: north or west exits
- Rooms 139-155: south or main lobby exit

All students, when exiting the building, are required to report to the assembly area for a fire evacuation.

Evacuation Assembly Area: East parking lot

Mathews Hall Building Background

- Elevators
- 180-bed capacity
- Four stories
- Fire extinguisher locations: 429, 414, 403, 329, 314, 303, 128, 114, 104
- Fire alarm locations: center, north, south, stairwells and exits, second-floor west exit, first-floor east exit
- Fire alarms and sprinkler systems

Building Evacuation Route

In the event of a bomb threat or fire in the building, all occupants need to leave the building immediately by using the closest exit. Once outside, proceed to the safe area.

Rooms 417-429: use the south exit at the end of the hall or use center stairs

Rooms 401-414: use the north exit at the end of the hall or use center stairs

Rooms 317-329: use the south exit at the end of the hall or use center stairs

Rooms 301-314: use the north exit at the end of the hall or use center stairs
Rooms 218-229: use the south exit at the end of the hall or use center stairs
Rooms 201-215: use the north exit at the end of the hall or use center stairs
Rooms 118-128: use the south exit at the end of the hall or front or rear door in center of building
Rooms 104-114: use the north exit at the end of the hall or front or rear door in center of building

All students, when exiting the building, are required to report to the assembly area for a fire evacuation.

Evacuation Assembly Area: Grass area in rear of building facing Guffey Hall

New Ayres Hall Building Background

- One floor
- 66-bed capacity
- Fire extinguishers located 28, 24, 22, and lobby
- Fire alarms and sprinkler systems
- Fire alarms - west main door, north emergency door

Building Evacuation Route

In the event of a bomb threat or fire in the building, all occupants need to leave the building immediately by using the closest exit. Once outside, proceed to the assembly area

- Rooms 14-28, west main entrance, or north emergency exit door

All students, when exiting the building, are required to report to the assembly area for a fire evacuation.

Evacuation Assembly Area: Area between Butler and New Ayres halls

Nicolls Hall Building Background

- Four floors
- 153-bed capacity
- Fire extinguisher locations: 319, 305, 207, 221, 23, 120, 122, 8
- Fire alarms and sprinkler systems
- Fire alarm locations, third-floor north and south stairwell; second-floor north, south and center stairwell

Building Evacuation Route

In the event of a bomb threat or fire in the building, all occupants need to leave the building immediately by using the closest exit. Once outside, proceed to the assembly area.

Rooms 314-325: use the center or north stairs

Rooms 302-313: use the center or south stairs Rooms 214-225: use the center or north stairs

Rooms 202-213: use the center or south stairs

Rooms 114-125: should exit from the north or east stairwell
Rooms 101-115: should exit from the east main exit or south stairwell
Rooms 17-25: north basement exit, north staircase fire escape, or center staircase exit leading to main entrance

All students, when exiting the building, are required to report to the assembly area for a fire evacuation.

Evacuation Assembly Area: Grass area behind Niccolls Hall

Parker Hall Building Background

- Three floors
- 161-bed capacity
- Fire extinguisher locations: 308, 310, 321, 323, 221, 223, 208, 210, 28, 110, 123, 121
- Fire alarms and sprinkler systems
- Fire alarm locations: North, south, and center stairwells and exits. Main lobby.

Building Evacuation Route

In the event of a bomb threat or fire in the building, all occupants need to leave the building immediately by using the closest exit. Once outside, proceed to the assembly area.

- Rooms 312-326: use the center or north stairs
- Rooms 301-310: use the center or south stairs
- Rooms 205, 227-232: use the center, north, or south stairs
- Rooms 201-210: use the center or south stairs
- Rooms 212-126: exit from the north or center stairwell
- Rooms 101-110: should exit from the south or center lobby exit
- Rooms 112-126: north or lobby exit

All students, when exiting the building, are required to report to the assembly area for a fire evacuation.

Evacuation Assembly Area: Grass area facing Hunter Stadium

Pfremmer Hall - Building Background

- Elevators
- Four floors
- 199-bed capacity
- Fire extinguisher locations: 403, 412, 427, 327, 316, 303, 203, 212, 229, first-floor boiler room, 112, 103
- Fire alarms and sprinkler systems
- Fire alarm locations: center, north, south, east, west stairwells and exits

Building Evacuation Route

In the event of a bomb threat or fire in the building, all occupants need to leave the building immediately by using the closest exit. Once outside, proceed to the assembly area.

Rooms 401-415: use the south exit at the end of the hall or use center stairs
Rooms 416-429: use the north exit at the end of the hall or use center stairs
Rooms 301-315: use the south exit at the end of the hall or use center stairs
Rooms 316-329: use the north exit at the end of the hall or use center stairs
Rooms 201-215: use the south exit at the end of the hall or use center stairs
Rooms 216-229: use the north exit at the end of the hall or use center stairs
Rooms 101-115: use the south exit at the end of the hall or front or rear door in center of building
Rooms 116-127: use the north exit at the end of the hall or front or rear door in center of building

All students, when exiting the building, are required to report to the assembly area for a building evacuation.

Evacuation Assembly Area: Rear of building on the grass area near the lake

Rauch Memorial Hall Building Background

- Elevators
- 199-bed capacity
- Four floors
- Fire extinguisher locations: 402, 413, 428, 302, 313, 328, 202, 213, 228, 102, first-floor electrical room, 128
- Fire alarms and sprinkler systems
- Fire alarm locations: center, north, south, east, west stairwells and exits.

Building Evacuation Route

In the event of a bomb threat or fire in the building, all occupants need to leave the building immediately by using the closest exit. Once outside, proceed to the assembly area.

- Rooms 402-414: use the east exit at the end of the hall or use center stairs
- Rooms 416-430: use the west exit at the end of the hall or use center stairs
- Rooms 302-314: use the east exit at the end of the hall or use center stairs
- Rooms 316-330: use the west exit at the end of the hall or use center stairs
- Rooms 202-214: use the east exit at the end of the hall or use center stairs
- Rooms 216-230: use the west exit at the end of the hall or use center stairs
- Rooms 102-113: use the east exit at the end of the hall or front or rear door in center of building
- Rooms 116-130: use the west exit at the end of the hall or front or rear door in center of building

All students, when exiting the building, are required to report to the assembly area for a building evacuation.

Evacuation Assembly Area: Grass area facing Blanton Hall

Reynolds Hall Building Background

- Elevators
- 199-bed capacity
- Four floors

- Fire extinguisher locations: 403, 416, 427, 303, 316, 327, 203, 216, 227, 103, 116, 127
- Fire alarms and sprinkler system
- Fire alarm locations: center, north, south, east, west stairwells and exits

Building Evacuation Route

In the event of a bomb threat or fire in the building, all occupants need to leave the building immediately by using the closest exit. Once outside, proceed to the assembly area.

- Rooms 401-413: use the south exit at the end of the hall or use center stairs • Rooms 415-429: use the north exit at the end of the hall or use center stairs
- Rooms 301-313: use the south exit at the end of the hall or use center stairs • Rooms 315-329: use the north exit at the end of the hall or use center stairs
- Rooms 201-213: use the south exit at the end of the hall or use center stairs
- Rooms 215-229: use the north exit at the end of the hall or use center stairs
- Rooms 101-112: use the south exit at the end of the hall or front or rear door in center of building
- Rooms 114-129: use the north exit at the end of the hall or front or rear door in center of building

All students, when exiting the building, are required to report to the assembly area for a building evacuation.

Evacuation Assembly Area: Rear of building on the grass area near the tennis courts

Sibley Hall Building Background

- Four floors
- 120-bed capacity
- Fire extinguisher locations: 322, 313, 222, second-floor south staircase, first-floor center staircase, first-floor south entrance, 002
- Fire alarm and sprinkler system
- Fire alarm locations: third- and second-floor center staircase, third- and second-floor west fire escape, 333, 229, north and south entrances to Sibley chapel, south and west lower-level basement exits

Building Evacuation Route

In the event of a bomb threat or fire in the building, all occupants need to leave the building immediately by using the closest exit. Once outside, proceed to the assembly area.

- Rooms 301-321: use the south or center stairs, or west fire escape
- Rooms 320-337: use the north or center stairs
- Rooms 202-216: use the south or center stairs or west fire escape
- Rooms 219-235: use the north or center stairs
- Rooms 101-117: use the south, west or south exit
- Rooms 118-125: use east or west exit

All students, when exiting the building, are required to report to the assembly area for a building evacuation.

Evacuation Assembly Area: Front of the building on the grass area near Cobbs Hall

Non-Traditional/Alternative Housing

All houses are equipped with smoke detectors in each bedroom and in the common-room area. There are two exits out of each residential facility. In the event of a fire or emergency, occupants are to immediately exit the dwelling and meet in the grassy area across the street from the residence. No fire drills are performed within these single-family houses.

General Procedures Students and Employees Should Follow

A fire can strike quickly and without warning. When the fire alarm sounds, **YOU MUST EXIT THE BUILDING!** All faculty, staff, and students must evacuate during an emergency.

In the event of a fire alarm and/or reported fire, faculty and staff members should use the following guidelines to ensure the safety of all students, faculty, and staff.

All fires must be reported to security immediately.

IF YOU SEE A FIRE, ACTIVATE THE BUILDING FIRE ALARM SYSTEM BY PULLING THE HANDLE ON ONE OF THE PULL STATIONS LOCATED ALONG THE EXIT

ROUTES. This will automatically alert security and send help on the way. It will also sound the fire alarm bells to evacuate the building and shut down the air-handling units to prevent the spread of smoke. Exit the alarmed area. If possible, follow up with a call to 911 and security from a safe location to provide more details.

EXTINGUISHING THE FIRE

When to use portable fire extinguishers:

- Usually never, unless all of the following conditions apply:
 - The fire is small, contained, and not spreading beyond its starting point.
 - The exit is to your rear and cleared, there are no obstacles to it, and there is no imminent peril.
 - The proper extinguisher is readily available.
- To operate the extinguisher, remember the word **PASS**.
 - **P – Pull the pin.**
 - **A – Aim low.**
 - **S – Squeeze.**
 - **S – Sweep.**
- Do not attempt to fight a fire if the following conditions exist:
 - You do not know what is burning.
 - The fire is in a lab with chemicals or biohazards.
 - There is potential for explosion.
 - The fire is spreading rapidly.
 - You do not have the proper equipment.
 - You cannot do so with your back to an exit.
 - The fire might block your means of escape.
 - You might inhale toxic smoke.
 - The fire is too large to handle.
 - Your instincts tell you not to do so.

After use of a fire extinguisher, please contact Facilities so that it can be replaced.
If the first attempts to put out the fire do not succeed, evacuate the building immediately.

EVACUATION

- Alert people in the immediate area of the fire and evacuate the room. All others, upon hearing the alarm or announcement, **MUST** leave the building immediately.
- Take belongings (if feasible).
- Confine the fire by closing doors while leaving the room, ensuring that everyone is out of the room.
- FOLLOW THE EVACUATION ROUTE and leave the building through the nearest safe exit.
- Walk; do not run.
- **DO NOT USE ELEVATORS!** Should the fire involve the control panel of the elevator or the electrical system of the building, power in the building may be cut and the elevator could be trapped between floors. Also, the elevator shaft can become a flue, lending itself to the passage and accumulation of hot gases and smoke generated by the fire, and they may stall in the event of a power failure or deliver occupants to the floor where the fire is actually located.
- Faculty must direct students to evacuate the building and proceed to the nearest **safe assembly area** as indicated on the classroom evacuation map.
- A faculty or staff member or the building coordinator should position himself or herself at the safe assembly area to initiate accountability.
- If there is no other option but to proceed in a direction toward the fire or obvious danger exists, persons should crawl on their hands and knees past or under dangerous conditions.
- If persons encounter smoke on their way out, **they should stay low and crawl if necessary**. It is more likely to find breathable air close to the floor. Persons can cover their noses and mouths with a wet cloth, if possible. If the hallway or stairway is filled with smoke, persons may have to evacuate horizontally or use a secondary stairway.
- If possible, a faculty/staff member or the building coordinator should check restrooms to ensure everyone is aware of the evacuation process.
- Faculty and staff or the building coordinator should move to the intersections of the building to direct pedestrian traffic to safe assembly areas.
- Assist any person in immediate danger to safety, if it can be accomplished without risk.

If **you** are trapped in a building, the following procedures should be followed:

Feel all doorknobs before opening any doors.

- **If the doorknob is hot, do not open the door.** Stay in that room.
- Seal the cracks around the door with any available material.
- Call 911 and let them know your location and that you are unable to exit.
- Keep low to the floor and await evacuation by emergency personnel.
- **If the doorknob is not hot**, brace yourself behind the door and open it slightly. If heat or heavy smoke is present, close the door and stay in that room.
 - If smoke and heat fill the hall, close the door, stay in that room, and wait for help. Call 911 and let them know your location and that you are unable to exit.
 - If you are able to move around within the building but cannot exit, find a safe room farthest from the fire.

ANNUAL FIRE SAFETY REPORT STATISTICS

Summary of Fires

Summary of Fires															
Residential Facilities	2023				2024				2025						
	Number of Fires	Cause	Injuries	Deaths	Property Damage	Number of Fires	Cause	Injuries	Deaths	Property Damage	Number of Fires	Cause	Injuries	Deaths	Property Damage

[illegible]

Irwin Hall 400 Mary Easton Circle	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mathews Hall 1713 Lion's Pride Parkway	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
McCluer Hall 1651 Mary Easton Circle	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Niccolls Hall 221 Mary Easton Circle	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Parker Hall 241 Mary Easton Circle	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Pfremmer Hall 2060 Lion's One Roar Drive	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rauch Hall 1901 Lion's Pride Parkway	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Residential Facilities	2023							2024							2025						
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Reynolds Hall 1765 Mary Sibley Drive	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sibley Hall 201 Mary Easton Circle	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Stumberg Hall 1650 James Butler Way	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
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Non-Traditional Housing

Anneric Street																
307	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
308	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
319	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
311	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
312	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
315	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
316	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
320	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
323	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
324	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
327	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
328	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
331	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
332	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
405	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
407	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
408	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
409	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
412	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
416	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

420	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
421	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
424	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Summary of Fires (Cont.)

	Number of Fires	Cause	Injuries	Deaths	Property Damage	Number of Fires	Cause	Injuries	Deaths	Property Damage	Number of Fires	Cause	Injuries	Deaths	Property Damage
Residential Facilities	2023					2024					2025				

Anneric Street (continued)															
428	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
429	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
432	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
433	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Charbo Street															
2202	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2207	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2208	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2211	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2215	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2302	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2303	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

2304-2306	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2307	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Summary of Fires (Cont.)	Number of Fires	Cause	Injuries	Deaths	Property Damage	Number of Fires	Cause	Injuries	Deaths	Property Damage	Number of Fires	Cause	Injuries	Deaths	Property Damage
Residential Facilities	2023					2024					2025				

Droste Road															
306-308	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
310-312	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
314-316	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
318-320	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
326-328	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
330-332	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
404-408	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
412-416	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
420-424	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
428-432	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
436-440	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2204	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

2208	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2212	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2304	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
S. Duchesne Drive															
502	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
506	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
510	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
518	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
522	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
538	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
604	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
608	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
612	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
616	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
620	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
624	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
628	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
632	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Summary of Fires (Cont.)

	Number of Fires	Cause	Injuries	Deaths	Property Damage	Number of Fires	Cause	Injuries	Deaths	Property Damage	Number of Fires	Cause	Injuries	Deaths	Property Damage
Residential Facilities	2023					2024					2025				
Glenco Drive															
501	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
502	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
505	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
509	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
513	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
517	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
518	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
521	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
522	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
525	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
526	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
530	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
533	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
534	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
537	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
538	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
541	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

542	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
545	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
546	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
550	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
554	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
555	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
558	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
561	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
562	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
566	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
569	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
570	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
574	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
577	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
578	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
581	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

	Number of Fires	Cause	Injuries	Deaths	Number of Fires	Cause	Injuries	Deaths	Property Damage	Number of Fires	Cause	Injuries	Deaths	Property Damage
Residential Facilities	2023				2024					2025				

Glenco Drive (continued)															
582	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
585	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
586	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
590	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
591	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
594	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
598	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
604	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
608	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
609	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
612	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
616	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
617	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
620	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

624	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
625	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
628	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
629	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
632	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
633	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
637	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Karen Street															
204	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
304	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
305	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
308	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
309	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
312	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
313	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

	Number of Cause Injuries Deaths Property Damage	Number of Caus Injurie Deaths Property Damage	Number of Fires Cause Injuries Deaths Property Damage
Residential Facilities	2023	2024	2025

Karen Street (continued)															
316	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
317	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
320	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
321	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
324	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
325	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
328	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
329	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
332	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
333	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
336	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
338	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
404	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
408	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
409	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
412	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
413	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
416	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
417	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
420	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
421	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

424	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
425	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
428	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
429	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
433	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

N. Kingshighway Street

304	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
308	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
310	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

N. 9th Street

449	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
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Patma Street

2206	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2207	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2220	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2221	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2302	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2303	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2306-2308	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2307-2309	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

MISSING STUDENTS

If a member of the university community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify the Public Safety & Security Office at 636-949-4911. All university officials are required to notify campus security immediately upon being notified about a missing student. Campus security will generate a missing person report and initiate an investigation.

After investigating the missing person report, should campus security determine the student is missing and has been missing for more than 24 hours, campus security will notify the law enforcement agency with jurisdiction in the area where the student went missing and the student's confidential contact designee. Contact will be made no later than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not an emancipated individual, the university will notify the student's parent or legal guardian and any other designated contact person within 24 hours after campus security has determined that the student has been missing for more than 24 hours. Even if the student has not registered a contact person, is above the age of 18, or is an emancipated minor, the university will contact the police department with jurisdiction in the area from which the student is missing. Should the investigation determine the student is missing prior to 24 hours, these procedures will be implemented immediately.

In addition to registering an emergency contact, students residing in on-campus housing have the option to confidentially identify an individual to be contacted by the university in the event the student is determined to be missing more than 24 hours. Students who wish to identify or change a confidential contact can do so at any point throughout the year by contacting Residential Life: Allison Johnson, Evans Commons - 3010, 636-627-4312 or ajohnson8@lindenwood.edu, or making the update in their StarRez portal. This information is confidential, accessible by authorized campus officials and law enforcement only, and will not be disclosed outside of a missing person investigation.

Title IX Policy (Emergency Assistance)

Personal safety and well-being should be the first priority for any individual who has experienced sexual harassment, misconduct, or violence, including sexual assault. Emergency assistance is available by calling 911 or law enforcement, and/or seeking medical treatment. Additionally, these are the best options to ensure preservation of evidence, in order to file criminal charges immediately or at a later date.

<u>Department or Hospital</u>	<u>Address and Contact Information</u>
St. Charles City Police Department	911 (emergency) 636-949-3300 (non-emergency)

	1781 Zumbahl Rd. St. Charles, MO 63303
SSM Health St. Joseph Hospital	636-947-5111 (emergency room) 636-947-5000 (non-emergency) 300 1 st Capitol Dr. St. Charles, MO 63301
Director, Equal Opportunity and Title IX Compliance	Paula Stewart 636-255-2265 PStewart@lindenwood.edu Evans Commons, Room 3030
Campus Public Safety & Security	636-949-4911 (24/7/365) 1905 1 st Capitol Dr. St. Charles, MO 63301
Student Counseling Resource Center	636-949-4541 M-F 8:00 am – 5:00 pm Evans Commons, 3 rd Floor Wellness Center
After Hours: Call Uwill	(833) 646-1526

Lindenwood University recognizes the worth and dignity of all people and the limitless value of their potential. Harassment and discrimination in all forms, including sexual harassment and sexual assault, and all other forms of sexual violence are antithetical to the values of Lindenwood University, violations of university policy, and, in some instances, violations of state and/or federal law. All members of the University community are expected to refrain from engaging in harassment and discrimination. When the University learns that discrimination has occurred, the University is committed to remedying the discrimination and its effects.

Purpose of Policy

The Title IX Policy has been developed to educate the campus community on appropriate conduct, to set forth the University's process for addressing reports of Title IX Sexual Harassment, and to provide a process for the prompt and equitable resolution of Complaints. On May 6, 2020, the Department of Education released Title IX Regulations that were required to be implemented by August 14, 2020. In accordance with the Title IX Regulations, this Title IX policy addresses the process that applies to conduct that meets the definition of Title IX Sexual Harassment. The University encourages any member of the campus community, including faculty, staff and students who has experienced any type of sexual harassment or misconduct to report their experience either directly to the Title IX Coordinator, or Public Safety and Security Department, or through the

online reporting form <https://www.lindenwood.edu/student-life/campus-security/reporting-crime-or-incident/>

Nondiscrimination Statement

Lindenwood University does not discriminate on the basis of race, ethnicity, color, religion, national origin, disability, veteran status, marital/familial status, possession of a General Education Development Certificate (GED) as compared to a high school diploma, sexual orientation, gender identity, gender expression, sex, age, or genetic information, or other legally-protected traits as required by the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, Titles VI and VII of the Civil Rights Act of 1964 and other applicable laws.

Lindenwood University does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX of the Education Amendment of 1972. Inquiries about Title IX may be referred to Lindenwood University's Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights, or both. For further information, visit <https://ocrcas.ed.gov/contact-ocr> for the address and phone number of the U.S. Department of Education office that serves your area, or call 1-800-421-3481.

Scope of Policy

This Policy applies to all faculty, staff, and students. This Policy addresses only Title IX Sexual Harassment. Allegations of discrimination based upon other protected traits and allegations of sex discrimination that do not fit within this Policy's definition of Title IX Sexual Harassment will be addressed under other University policies.

In order for this Policy to apply, the University must have actual knowledge of alleged Title IX Sexual Harassment that occurred:

1. Against a Party who is participating in or attempting to participate in the University's education program or activity in the United States;
2. On Lindenwood University property, or;
3. Off Lindenwood's University property and within an education program or activity including locations, events, or circumstances over which the University exercises substantial control over both the Respondent and the context in which the alleged sexual harassment occurs, or;
4. Any building owned or controlled by a student organization that is officially recognized by the University irrespective of whether the building is on campus or off campus.

Definitions

Definitions of Conduct Prohibited By This Policy

Title IX Sexual Harassment is defined as conduct:

1. on the basis of sex;
2. that occurs within the University's educational program or Activity;
3. within the United States; and, involves:
 - a. a University employee conditioning the provision of an aid, benefit, or service on an individual's participation in unwelcome sexual conduct;
 - b. unwelcome conduct that is determined by a reasonable person to be so severe, pervasive, and objectionably offensive that it effectively denies a person equal access to the University's educational program or activity;
 - c. Sexual Assault;
 - d. Dating Violence;
 - e. Domestic Violence; or,
 - f. Stalking

Sexual Assault is defined in 20 U.S.C. § 1092(f)(6)(A)(v), "means an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting [UCR] system of the Federal Bureau of Investigation [FBI]."

1. Rape: The carnal knowledge of a person, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity.
2. Sodomy: Oral or anal sexual intercourse with another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity.
3. Sexual Assault With An Object: To use an object or instrument to unlawfully penetrate however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity.
4. 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 their age or because of their temporary or permanent mental incapacity.
5. Incest: Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
6. Statutory Rape: Nonforcible sexual intercourse with a person who is under the statutory age of consent.

Dating Violence is violence committed by a person

1. Who is or has been in a social relationship of a romantic or intimate nature with the victim; and
2. Where the existence of such a relationship will be determined based on a consideration of the following factors:
 - a. The length of the relationship
 - b. The type of relationship
 - c. The frequency of interaction between the persons involved in the relationship.

Domestic Violence includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

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.

Other Definitions Applicable to this Policy

Actual Knowledge: notice of sexual harassment or allegations of sexual harassment to the University's Title IX Coordinator or any official of the University who has authority to institute corrective measures on behalf of the University. Imputation of knowledge based solely on vicarious liability or constructive notice is insufficient to constitute actual knowledge. The standard is not met when the only official of the University with actual knowledge is the Respondent.

Advisor: A person selected by a Complainant or Respondent to support that person during a proceeding under this Policy, or a person appointed by the University to ask cross-examination questions, if the Party has not selected an Advisor. Complainant and Respondent may each select an Advisor of their choice. University employees who provide confidential support services (Advocates, Counseling Services staff, Health Services staff, and pastoral counselors) may not serve as Advisors. Additionally, the Title IX Coordinator, Campus Public Safety, and the Dean of Students, for example, have an actual or perceived conflict of interest preventing them from serving in this role. The Advisor may be, but is not required to be an attorney. Each Party is permitted to have their Advisor attend any meetings, interviews, or hearings that occur pursuant to this Policy. A Complainant or Respondent should select as an Advisor a person whose schedule allows attendance at the scheduled date and time for any meetings because delays will not normally be allowed due to the scheduling conflicts of an Advisor.

During the live hearing under the Title IX Grievance Process, the Advisors of the Complainant and the Respondent will present cross examination questions to the other Party. This cross examination must be conducted by an Advisor, and cannot be conducted by the Complainant or Respondent. If either Party does not have an Advisor at the time of the live hearing under the Title IX Grievance process, then the University will provide an Advisor to the Party.

Amnesty: The University will not pursue disciplinary action against any person for possession or consumption of alcohol or low level drugs use when that possession or consumption is revealed in the course of a good faith report of Title IX Sexual Harassment or other good faith statements made in connection with an investigation under this policy.

Lindenwood University recognizes that students who have been drinking and/or using drugs (either such use is voluntary or involuntary) at the time sexual harassment occurs may be hesitant to report such incidents due to the potential consequences for their own conduct. The University strongly encourages students to report incidents of sexual harassment. A witness to or individual who experiences sexual harassment, acting in good faith, who discloses any incident of sexual harassment to the University will not be sanctioned under the University's Code of Conduct for violations of alcohol and/or drug use policies occurring at or near the time of the incident(s) of sexual harassment or sexual violence. Amnesty does not preclude or prevent action by police or other legal authorities pursuant to relevant state or federal criminal statutes.

Appeals: Both Parties are provided the opportunity to appeal the determination regarding responsibility or, the dismissal of Formal Complaint or any allegations within a Formal Complaint on the bases of procedural irregularity, new evidence, or bias. For additional information about appeals see Section IV.

Complainant: an individual who is alleged to have been the target of conduct that could constitute Title IX Sexual Harassment.

Consent: Consent to engage in sexual activity must exist from beginning to end of each instance of sexual activity. Consent is demonstrated through mutually understandable words and/or actions that clearly indicate a willingness to engage in, and continue to engage in, a specific sexual activity. In order to be valid, consent must be knowing, voluntary, active, present, and ongoing. To give consent, a person must be awake, of legal age, and have the capacity to reasonably understand the nature of their actions. Individuals who are physically or mentally incapacitated cannot give consent. Some indicators that an individual is incapacitated due to intoxication may include, but are not limited to, vomiting, unresponsiveness, inability to communicate coherently, inability to dress/undress without assistance, inability to walk without assistance, slurred speech, loss of coordination, or inability to perform other physical or cognitive tasks without assistance. When alcohol is involved, incapacitation is a state beyond drunkenness or intoxication. When drug use is involved, incapacitation is a state beyond being under the influence of or impaired by the use of the drug. Alcohol and other drugs impact

individuals differently. Determining whether an individual is incapacitated requires an individualized determination.

Silence, without actions evidencing permission, does not demonstrate consent. Where force or coercion is alleged, the absence of resistance does not demonstrate consent. The responsibility of obtaining consent rests with the person initiating sexual activity. The University encourages verbal consent to be present at all times at each step of sexual activity.

Consent to engage in sexual activity may be withdrawn by either person at any time. A previous or current dating or sexual relationship, by itself, is not sufficient to constitute consent. Once withdrawal of consent has been expressed, the sexual activity must cease. Consent is automatically withdrawn by a person who is no longer capable of giving consent (due to falling asleep or passing out into a state of unconsciousness, for example).

When determining whether a person has the capacity to provide consent, the College will consider whether a sober, reasonable person in the same position knew or should have known that the other Party could or could not consent to sexual activity. When determining whether consent has been provided, all the circumstances of the relationship between the Parties will be considered.

Formal Complaint: a document signed by a Complainant or signed by the Title IX Coordinator alleging conduct that, if proven, would constitute Title IX Sexual Harassment against a Respondent and requesting that the College investigate the allegations. At the time of filing a Formal Complaint, the Complainant must be participating in or attempting to participate in the educational program or activity of the University with which the Formal Complaint is filed. A Formal Complaint may be filed with the Title IX Coordinator in person, by mail, or by electronic mail.

Investigator: A person or persons designated by the University to investigate the allegations of a Formal Complaint. The Investigator may be one or more members of the University's Public Safety, a University Administrator, the Title IX Coordinator, or another person or persons designated by the Dean of Students, or Human Resources, including an external investigator(s).

Party or Parties: A term referring individually or collectively to the Complainant(s) and/or Respondent(s).

Remedies: Measures taken by the University following a determination that a violation of this Policy has occurred designed to restore or preserve equal access to the University's education program or activity. Remedies may be disciplinary or punitive and may burden the Respondent who has been determined to have violated this Policy.

Report: The submission of information to the Title IX Coordinator or a Campus Official regarding a potential violation of this Policy. A Report is not a Formal Complaint and, therefore, will not be investigated and does not trigger the Grievance Process.

Respondent: An individual who has been alleged to have engaged in conduct that, if proven, would constitute a violation of this Policy.

Responsible Reporters: Responsible Reporters are persons who, as a result of their profession, may be aware of cases of abuse or violence. At Lindenwood University, all faculty, select administrators, staff, and student staff (with the exception of, psychological counselors, health care providers, victim services advocates and pastoral counselors while performing that role as their primary employment with the University) are designated as Responsible Reporters with regard to cases of suspected sexual harassment, sexual assault/violence, sexual misconduct, and relationship violence. It is every person's responsibility to keep our community safe and free from discrimination and violence. Suspected incidents need to be immediately reported to the Title IX office or Public Safety and Security.

Retaliation: Acts or attempted acts to retaliate or seek retribution against anyone who has reported Sexual harassment, who has made a Formal Complaint, or who has participated (or is expected to participate) in any manner in an investigation, proceeding, or hearing under this Policy. Prohibited retaliatory acts include, but are not limited to, intimidation, threats, coercion, or discrimination. A finding of retaliation under this policy is not dependent on a finding that the underlying sexual harassment occurred. Retaliation constitutes a violation of the Sexual Misconduct Policy.

Standard of Evidence: The standard of evidence used to determine responsibility under this Policy is the preponderance of the evidence standard. This standard of evidence is applied to all matters within the Scope of this Policy. Preponderance of the evidence means it is more likely than not that the respondent is responsible for a violation of this policy.

Supportive Measures: Non-disciplinary, non- punitive, individualized services offered by the University on an individual basis to a Complainant or Respondent as appropriate, as reasonably available, and without fee or charge, before or after the filing of a Formal Complaint or where no Formal Complaint has been filed. Such measures are designed to restore or preserve equal access to the University's educational program or activity without unreasonably burdening the other Party. Examples of supportive measures include:

1. Counseling;
2. Extensions of deadlines or other course- related adjustments;
3. Modifications of work or class schedules;
4. Campus escort services;
5. Mutual restrictions on contact between the Parties;
6. Changes in work or housing locations;
7. Leaves of absence; and
8. Increased security and monitoring of certain areas of the campus.

Supportive Measures will be maintained as confidential by the University to the extent that confidentiality will not impair the ability to provide the Supportive Measures. The Title IX Coordinator is responsible for coordinating the effective implementation of Supportive Measures.

Title IX: Title IX of the Educational Amendments of 1972, 20 U.S.C. §§1681 et seq., and its implementing regulations, 32 C.F.R. Part 106, which prohibit discrimination on the basis of sex, gender identity, or gender expression in education programs or activities operated by recipients of federal financial assistance. Lindenwood University is required to comply with Title IX.

Title IX Coordinator: The person or persons designated by Lindenwood University as a Title IX Coordinator, including any persons designated as an “acting,” “deputy” or “interim” Title IX Coordinator. In the event that special circumstances require the Title IX Coordinator to designate another person to address their responsibilities, the term also includes the Title IX Coordinator’s designee. The Title IX Coordinator is responsible for the oversight of the investigation and resolution of all reports of sexual harassment, responsible for monitoring compliance with procedural requirements, recordkeeping and timeframes outlined in this Policy, and responsible for coordinating the effective implementations of supportive measures and any remedies. Additional information on the role of the Title IX Coordinator can be found [here](#).

Witness: Any individual who has seen, heard, or otherwise knows or has relevant information about an alleged violation of this Policy, but not including the Investigator. Witnesses are expected to provide a statement during a hearing. Witnesses are protected from retaliation, which includes retaliation from the Complainant, Respondent, or from any another Party or Parties.

Witnesses who provide statements pertaining to a formal grievance process under Title IX will be asked to participate in the live hearing process that is part of the formal grievance process. During the live hearing, witnesses may be asked questions from the Complainant or Respondent’s Advisor.

Policy Description

Section I. Reporting and Confidentiality

An individual who reports Title IX Sexual Harassment, can be assured that all reports will be taken seriously, and that each individual will be treated with dignity, respect, and in a non-judgmental manner from the initial report to final result. Similarly, a Respondent can expect to be treated fairly and respectfully from initial report to final result. A Respondent is presumed not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.

Official Reporting Procedures

Responsible Reporters: All Responsible Reporters will promptly report to the Title IX Coordinator any and all information that the Responsible Reporter has about conduct that reasonably may constitute Title IX Sex Discrimination. Responsible Reporters are not permitted to report the information anonymously. Responsible Reporters are required to report all such information even if the Complainant elects not to or is unable to make an official Report. This allows for the Title IX Coordinator to connect the Complainant with resources and support both on and off campus. A Responsible Reporter may report but is not required to report, conduct that they have personally experienced that may constitute Title IX Sex Discrimination.

Confidential Employees: All Confidential Employees who receive information about conduct that reasonably may constitute Title IX Sex Discrimination must promptly inform the person who provides the information: (a) that the Confidential Employee is not required to notify the Title IX Coordinator of the information; (b) how to contact the Title IX Coordinator; (b) how to make a Complaint; (c) that the Title IX Coordinator may be able to offer supportive measures, an Informal Resolution, or an investigation under this Policy.

All other non-student employees: All employees who are not Required Reporters, Confidential Employees, or full-time students of the College, who receive information about conduct that may reasonably constitute Title IX Sex Discrimination must either (a) notify the Title IX Coordinator of the information; or (b) provide the Title IX Coordinator's contact information and information about how to make a Complaint to the person who reported the information.

All others: All other members of the Lindenwood University Community who become aware of information about conduct that reasonably may constitute Title IX Sex Discrimination are encouraged to report the information to the Dean of Students, Public Safety and Security, or Title IX Coordinator and/or share the Title IX Coordinator's contact information with the person who provided the information.

Anonymous Reporting: The University accepts anonymous reports about conduct that may constitute Title IX Sex Discrimination through its on-line reporting system located on the Student Life Reporting Sexual Harassment web page. While anonymous reports are accepted, the University's ability to address the conduct alleged in an anonymous report is significantly limited.

Reporting to Police: Some sexual misconduct may constitute violations of criminal law. A Complainant has the right to choose whether or not to file a Complaint with law enforcement agencies. The Title IX Coordinator as well as Public Safety and Security are available to facilitate a report to law enforcement when a Complainant seeks to make such reports.

All members of the Lindenwood University Community are encouraged to report conduct that may violate of this policy to the Dean of Students, Public Safety and Security, or Title IX Coordinator. For purposes of this policy, the administrators in each of these areas are identified by the University as reporting authorities and provide the report to the Title IX Coordinator who will initiate the University's processes provided in this Policy. Responsible Reporters are

required to report an incident of sexual harassment, sexual assault, or sexual misconduct to the Public Safety and/or a Title IX Coordinator even if the Complainant elects not to or is unable to make an official report. This allows for the Title IX Coordinator to connect the Complainant with resources and support both on and off campus.

A report does not automatically trigger an investigation. In most cases the affected individual decides if they want their allegations to be investigated. An investigation will be initiated when a Formal Complaint is made. When a report of sexual harassment is made, a preliminary assessment of the reported information is made in order to respond to any immediate health or safety concerns. If the affected individual's identity is disclosed in the report, the Title IX Coordinator will extend an invitation to meet with the affected individual to discuss their procedural options and provide information on supportive measures. If the report is from a third Party, the Title IX Coordinator may reach out to the reporting Party to gain additional information if needed.

Outreach to the Parties and Intake Meeting

After a report of alleged Title IX Sexual Harassment is received, and whether or not a Formal Complaint is filed, the Title IX Coordinator will contact the Complainant and Respondent, if they are identified in the report, in order to offer them Supportive Measures and to discuss their options regarding the University process. During this meeting, the Title IX Coordinator will also review the rights of the Complainant and Respondent in regard to their participation in any formal or informal resolution process under the Title IX Grievance Procedures.

The preliminary assessment includes the notification to Public Safety if they were not the office who took the original report. Public Safety can help facilitate the reporting of the conduct to the St. Charles City police should the Complainant elect to pursue criminal charges. The police may be notified automatically by Public Safety or a University official in any incident of sexual assault where there is a continuing threat to the Complainant or larger campus community. Public Safety will also assess the reported information for the need for a Campus Safety Alert or timely warning under the Clery Act.

If it is determined at the time of the preliminary assessment that the reported behavior, if proven, would constitute a violation of this Policy, and the Complainant files a Formal Complaint, then the Title IX grievance procedure will begin. See Section IV.

If it is determined at the time of the preliminary assessment that the reported behavior, if proven, would not constitute a violation of this Policy but would constitute a violation of the University's Sexual Misconduct definitions, the Employee Standards of Conduct, or any other University policy, then the report will be addressed through the University's applicable policy or policies.

Both the Complainant and the Respondent will receive notice of their rights and resources. Those rights include, but are not limited to the following:

- The right to have disclosures of sexual harassment, sexual assault, domestic violence, dating violence and stalking treated seriously;
- The right to be treated with fairness and respect throughout the process;
- The right to be informed of University policies and procedures being applied to the case and have those policies and procedures followed without material deviation whenever possible;
- The right to have the University keep information related to the case as confidential as possible;
- The right to be accompanied by an Advisor during any meeting, interview, or hearing conduct in connection with your case;
- The right to receive Supportive Measures;
- The right to be notified of the time frame for major stages of the University's process;
- The right to have a reliable, thorough, and impartial investigation, including the right to meet with the Investigator to present relevant information, witnesses, and other evidence;
- The right to have a determination of the facts of the case be based on a preponderance of the evidence standard;
- The right to be notified in writing of the outcome of any formal University process related to the case;
- The right to be protected from retaliation by any member of the University community for participating in the University's process;
- The right to access an appeal process if/when an outcome has been determined with respect to the case.

Confidential and Anonymous Reporting

A member of the University community may file a report of Title IX Sexual Harassment anonymously through the University's on-line reporting system. While anonymous reports are accepted, the University's ability to address the conduct alleged in an anonymous report is significantly limited.

Members of the Lindenwood University Counseling Services staff and pastoral counselors performing that role on behalf of the University are confidential resources and do not report incidents. In their capacity and function, they do not make identifiable reports of incidents to the Official On-Campus Resources unless the Party specifically requests them to do so; however, the University encourages counselors to inform Parties to report incidents to Public Safety, which can be done directly or anonymously.

If the Complainant does not wish to pursue Resolution

The University may dismiss a Formal Complaint or any allegations therein, if at any time during the investigation, the Complainant notifies the Title IX Coordinator in writing that the Complaint would like to withdraw the Formal Complaint or any allegations therein. The Title IX Coordinator may sign a Formal Complaint to initiate the grievance process against a Respondent if doing so is not unreasonable in light of the known circumstances.

Section II. Supportive Measures

Overview

Promptly after receipt of a Report, the Title IX Coordinator will contact the Complainant and Respondent (if identified or identifiable based upon the Report) to discuss the availability of Supportive Measures. Supportive Measures are available with or without the filing of a Formal Complaint. In determining Supportive Measures to be provided, the Title IX Coordinator will make an individualized determination, considering the Parties' wishes and other relevant factors of the non-disciplinary, non-punitive measures that will be provided to the Complainant and Respondent to restore or preserve equal access to the University's educational programs or activities, to protect the safety of the Parties, and/or to deter Title IX Sexual Harassment. All Supportive Measures will be provided without fee or charge and without unreasonably burdening the other Party.

Supportive Measures may include access to counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restriction on contact between the Parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of campus, and other similar measures. Supportive Measures may also include any measure that can be arranged by the University, to the extent reasonably available, to support the safety and wellbeing of the Party.

The implementation of Supportive Measures is coordinated by the Title IX Coordinator, and they are kept confidential to the extent possible without impairing the ability for Supportive Measures to be implemented.

Examples of Supportive Measures

Academic measures: Assistance in changing sections of a course, assistance in requesting a withdrawal or incomplete in a course, assistance in requesting alternative measures of completing coursework, and providing notice to faculty for flexibility during a certain time. Academic measures may also include leaves of absences or withdrawals from the University.

Housing measures: Relocating a student's University housing assignment pending the outcome of the Grievance Process. Housing measures may also include facilitating changes within on-campus options or exploring alternative housing options.

Restrictions from College activities and/or facilities.

A Party may be denied, on a temporary basis, participation in a university activity or privilege for which they may be otherwise eligible as determine to be appropriate. A Party may also be prohibited from certain facilities including, but not limited to, academic buildings, fraternities, athletic facilities and/or practice and competition spaces, and transportation services.

Work or job assignment changes: Changes to a Party's work or job assignment (including internships) may be made on a temporary basis.

No-Contact Directive:

All No-Contact Directives are mutual in nature, and both Parties receive written notification of when a No-Contact Directive is implemented. Generally, No Contact is defined as having no direct or indirect contact with another Party or Parties at any time. This includes, but is not limited to, communication that is written, verbal, or physical. Written communication is understood to include all electronic means of communication, including, but not limited to, email, instant messaging text messaging, and all forms of social media. Verbal communication includes phone calls and voice mail messages. A No-Contact Directive may include additional restrictions and terms. Violations of the No-Contact Directive may result in disciplinary action.

Emergency Removal:

If there is an immediate threat to the physical health or safety of any student or other individual arising from an allegation of Title IX Sexual Harassment, the University may initiate emergency removal of the Respondent from the campus community.

Prior to implementing an emergency removal, the University gathers and assesses the information available to complete an individualized safety and risk analysis. The analysis will be conducted by an individual(s) who are free from bias or conflict of interest, who has relevant knowledge and experience, and who will not be involved in any later Grievance Process related to the student who is being evaluated for potential removal.

The analysis of whether an immediate threat to physical health and safety exists will focus on the specific Respondent and consider the specific circumstances arising from the allegations of the Title IX Sexual Harassment that potential pose an immediate threat to a person's physical health or safety. If a person expresses subjective fear, the University will consider it and will also apply an objective reasonable person standard. The University will consider Respondent's propensity, opportunity, and ability to carry out a stated or potential threat. The analysis will evaluate whether Supportive Measures or other less restrictive means can negate or sufficiently minimize the threat. As part of its analysis, the University may rely on objective evidence and current medical knowledge and may consult with a licensed evaluator to analyze the information gathered. The University will also consider the Respondent's rights under any applicable federal and/or state disability laws.

The University also will carefully evaluate the relationship between a threat and the physical health or physical safety of any individual of the campus community. In some but not all cases, threatening speech or virtual interactions without an associated action may rise to the level of a threat to physical health or physical safety. If the threat posed is in the nature of potential emotional impact only, the University will instead focus on identifying appropriate Supportive Measures.

The University's assessment of the appropriateness of emergency removal will account for its multiple potential impacts, including whether providing Supportive Measures will be sufficient to ensure equal educational access; the adverse impacts of separating a Respondent from educational opportunities and benefits; the protection of the health and safety of the University's community; and, the anticipated timeline of an investigation and hearing. Because these evaluations are necessarily fact specific, in some cases the University may determine that restricting a Respondent's participation in specific programs or activities will adequately address the situation.

Through all stages of the process, the University will ensure that the emergency removal will not impose a premature sanction on the Respondent or circumvent the Grievance Process. An emergency removal does not equate to a determination that a Respondent has engaged in a violation of this policy and will not result in a presumption of responsibility in any subsequent Grievance Process.

If the University determines that emergency removal of a Respondent is appropriate, the Respondent will be notified immediately in writing. The written notice will include details about the specifically identified emergency threat of physical safety or harm underlying the decision. In addition, the written notice includes information about the Respondent's opportunity to appeal the decision. The Respondent is provided with 5 business days to respond if they are appealing the emergency removal.

In the event a Formal Complaint alleges conduct that could constitute Title IX Sexual Harassment and identifies an employee as a Respondent, the University may decide to place the Respondent on administrative leave, in emergency and non-emergency situations. The purpose of such an administrative leave is to allow temporary separation of the employee while the Grievance Process is ongoing. The University will determine the terms and conditions of the leave on a case-by-case basis. The decision process for placing an employee-Respondent on leave will respect their rights under Title VII, Americans with Disabilities Act, and all other applicable employment laws.

Section III. Title IX Grievance Process

For the purpose of addressing Formal Complaints of Title IX Sexual Harassment, the following grievance process will be used. Note that this grievance process is applied equally to both Parties. The University will provide remedies to a Complainant only where a determination of responsibility for Title IX Sexual Harassment has been made against the Respondent. The University will follow the grievance process outlined below before any disciplinary sanctions or other actions that are not supportive measures are made against the Respondent.

Both Parties will have the opportunity to review all relevant evidence that is collected during the investigation, both inculpatory and exculpatory. No credibility determinations will be made based on a Parties' status as Complainant, Respondent, or Witness. The Respondent cannot be

found responsible for a violation of this Policy until a determination is made that the Respondent is responsible for a violation of this Policy.

The University strives to complete the grievance process within a reasonably prompt time frame. Both Parties will be notified of the time frames allotted to them throughout the process. The Title IX Grievance Process ordinarily takes 90 days, not including when the University is not in session, to be completed, from the receipt of the Formal Complaint through the investigation and hearing, and concluding with a determination of responsibility. The University may extend this time frame for good cause by providing notice to the Parties. Should there be a request for a temporary delay in the grievance process or the limited extension of time frames, written notice will be provided to the Complainant and the Respondent of the reason for the delay. Requests for a delay will be considered for good cause considerations, such as the absence of a Party, a Party's advisor, or a witness; concurrent law enforcement activity; or the need for language assistance or accommodation of disabilities. Requests for delays from either Party need to be sent to the Title IX Coordinator in writing via email stating the reason for the request and the amount of time that is being requested.

A preponderance of the evidence is the standard when determining if the Respondent is responsible or not responsible for a violation of policy. After all applicable processes, finds a Respondent responsible, appropriate sanctions will be assigned. Potential sanctions can be found in Section VI.

At the conclusion of the hearing process both Parties will have the ability to appeal the outcome, for any of the following reasons:

1. Procedural irregularity that affected the outcome of the matter,
2. New evidence that was not readily available at the time determination regarding responsibility or dismissal was made, that could have affected the outcome of the matter,
3. The Title IX Coordinator, Investigator(s), had a conflict of interest or bias for or against Complainants or Respondents generally or the individual Complainant or Respondent that affected the outcome of the matter; and
4. The sanction was disproportionate to the conduct.

Notice of Allegations

When the University receives a Formal Complaint, the University will provide written notice to the Parties that includes the following:

1. Notice of the University's grievance process, including any informal resolution process.
2. Notice of the allegations potentially constituting Title IX Sexual Harassment, including sufficient details known and sufficient time (not less than 7 days) to prepare a response before any initial interview. The details will include the identities of the Parties involved in the incident, the conduct that is in violation of the policy, and the date and location of the incident, if known. The written notice will also include a statement that the Respondent is

presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the grievance process. Both Parties will also be notified of their right to have an Advisor.

3. If during the course of the investigation, the University determines that there are additional allegations that will need to be investigated, that were not included in the initial notice of allegations, the University will provide notice of the additional allegations in written form.

Dismissal of a Formal Complaint

If the conduct alleged in a Formal Complaint would not, if proven, constitute Title IX Sexual Harassment then the University must dismiss the Formal Complaint with regard to that conduct for purposes of Sexual Harassment under Title IX and this Policy. When the dismissal of a Formal Complaint occurs, the Complainant may still be able to move forward with a formal process under the sexual misconduct policy, the student code of conduct, the Employee Standards of Conduct, or other applicable University policies.

Formal Complaints may also be dismissed during the investigation or hearing process for the following reasons; the Complainant notifies the Title IX Coordinator in writing that the Complainant would like to withdraw the Formal Complaint or any allegations therein; the Respondent is no longer enrolled or employed by the University; or specific circumstances prevent the University from gathering evidence sufficient to reach a determination as to allegations of the Formal Complaint.

Upon dismissal of a Formal Complaint the University will promptly send written notice of the dismissal and reason of the dismissal to both Parties. Both Parties will have the right to appeal if the University dismisses the formal complaint prior to a hearing.

Consolidation of Formal Complaints

The University may consolidate Formal Complaints as to allegations of sexual harassment against more than one Respondent, such as with an organization or team, or by more than one Complainant against one or more Respondents, or where the allegations of sexual harassment arise out of the same fact pattern or circumstances.

Investigation of Formal Complaint

The burden of gathering sufficient evidence to reach a determination regarding responsibility will rest with the University. Both Parties will have an equal opportunity to meet with the Investigator, provide any witnesses, including expert witnesses, and submit any evidence they wish to provide to the Investigator. The Investigator will conduct the investigation in a manner appropriate in light of the circumstances of the case, which will typically include interviews with the Complainant, the Respondent, and any Witnesses. The Investigator will provide advance written notice to Parties of the date, time, location, participants, and purpose of any requested meeting(s). Investigation

interviews will be conducted in a thorough, impartial, and fair manner; all involved individuals will be treated with appropriate sensitivity and respect.

Interviews will be supplemented by the gathering of any physical, documentary, and other evidence, as appropriate and available. The burden of gathering relevant, admissible information sufficient for the University to reach a determination of whether a violation of this Policy has occurred rests on the University.

The Investigator will decide which individuals to interview based on the information the Investigator gathers as part of the investigation and, with respect to Witnesses offered by a Party, the Investigator may ask the Witnesses to describe the information the Party expects the Witness to provide. The Title IX Coordinator may direct that additional interviews be conducted.

The Investigator will not ask questions or gather information or documents protected by a legally recognized privilege, including treatment records of a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in a professional capacity, without written consent to use such documents in the Grievance Process from the person protected by the privilege. The Investigator will not seek information about a Complainant's sexual predisposition and will only allow submission of or pursue information about a Complainant's prior sexual behavior if such questions and evidence: (1) are offered to prove that someone other than the Respondent committed the alleged misconduct; or, (2) concern specific incidents of the Complainant's prior sexual behavior with respect to the Respondent and are offered to establish Consent.

The investigation will be conducted in a manner that is respectful of individual privacy concerns. To be clear, however, confidentiality cannot be promised during an investigation because, for example, the Investigator may need to speak with Witnesses and others to gather evidence. The Parties are not restricted from discussing the allegations under investigation or from gathering and presenting relevant evidence. However, where the investigation reveals intentional efforts by a Party to fabricate or alter information they submit or to influence the information a Witness provides to the Investigator, conduct charges may result. Reports or information from an individual, group, or expert which is external to the University and identified by a complainant or respondent as relevant information to the investigation is subject to review by the University before the external report or information is included in the University's investigative report.

Each Party is able to have their Advisor attend any related meeting or proceeding related to the investigation and the formal grievance process.

Prior to the conclusion of the investigation, the Parties and their Advisors will be provided the opportunity to review and inspect all evidence, including all statements collected from the Parties and any witnesses, that was obtained as part of the investigation. Both Parties and their advisors will be provided with copies, either electronic or hard copy, of all evidence that has been collected through the investigation for their review and inspection. The Parties and their Advisors will have ten (10) calendar days to inspect and review the evidence and submit a written response to the

Investigator. The Parties' written response can include any comments, feedback, additional documents, evidence, requests for additional investigative steps, names of additional witnesses, or any other information they deem relevant.

The Investigator will evaluate the Parties' responses and conduct any additional investigative steps based on the written response provided by the Parties. Upon completion of any additional investigative steps, the Investigator will issue an investigative report to the Parties and their Advisors. The investigative report will summarize all of the relevant, admissible information obtained during the investigation, including inculpatory evidence and exculpatory evidence. The Investigator may include an assessment of part and witness credibility, but credibility decisions will not be based upon a person's status as Complainant, Respondent, or Witness.

The investigative report will be provided to the Parties and their Advisors and they will have 10 business days to submit a written response to the investigative report. Any additional response to the investigative report that is timely submitted to the Investigator will be included as part of the final investigative report. The final investigative report and all evidence will be available at any hearing. Any hearing on the allegations investigated will not be held sooner than ten (10) business days after the final investigative report is provided to the Parties and their Advisors.

Live Hearing

After the investigation is complete, a live hearing will be held, where relevant questions of both Parties and will allow for each Party's advisor to ask the other Party and any witnesses all relevant questions and follow-up questions, including those that challenge credibility.

At the request of either Party, the University will provide for the live hearing to occur with the Parties in separate rooms with technology allowing for the Parties to all see and hear the Party or witness answering questions. The University can also make the determination to have a virtual hearing without the request from either Party.

Cross examination will be conducted directly, orally and in real time, by the Party's Advisor and never by the Party personally. If a Party does not have an Advisor at the time of the hearing, then the University will provide an Advisor to that Party for the purpose of asking cross-examination questions to the other Party. Prior to cross-examination, each question will be determined if it is relevant before a Party or witness answers the question. If a question is excluded, an explanation will be provided as to why the question is being excluded. Questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the Complainant's prior sexual behavior are offered to prove that someone other than the Respondent committed the alleged conduct, or if the questions and evidence regarding the prior sexual behavior with respect to the Respondent are offered to prove consent.

No inference will be made about the determination of responsibility based solely on a Party's or Witness's absence from the live hearing or refusal to answer cross-examination or other questions.

The hearing will be recorded, and the recording will be made available to the Parties for inspection and review.

Determination Regarding Responsibility

After the conclusion of the live hearing, a written determination regarding responsibility will be issued. This notification will be provided to both Parties simultaneously, and the determination becomes final either (i) at the time the Parties are provided with a written determination of any appeal, if an Appeal is filed, or (ii) the date that time for the filing of the appeal passes without the filing of an Appeal.

The written determination will include:

1. Identification of the allegations potentially constituting Title IX Sexual Harassment.
2. The procedural steps taken from the receipt of the Formal Complaint through the determination, including notifications to Parties, when interviews took place, site visits, methods used to gather evidence, and hearings held;
3. Finding of fact supporting the determination;
4. Conclusions regarding the application of the University's Policies to the facts;
5. A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the University imposes on the Respondent, and whether remedies designed to restore or preserve equal access to the University's educational program or activity will be provided by the University to the Complainant; and,
6. The procedures and permissible bases for and appeal afforded to both Parties.

Appeals

The University will offer to both Parties the opportunity to appeal a determination regarding responsibility and if there is a dismissal of a formal complaint or any allegations, on any of the following bases:

1. Procedural irregularity that affected the outcome of the matter;
2. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could have affected the outcome of the matter;
3. The Title IX Coordinator, Investigator(s), or Decisionmaker had a conflict of interest or bias for or against Complainants or Respondents generally or the individual Complainant or Respondent that affected the outcome of the matter; and,
4. The sanction was disproportionate to the conduct.

Both Parties will have five (5) business days to submit a written explanation of the basis for their Appeal to the Title IX Coordinator. When an Appeal is received, the Title IX Coordinator will notify both Parties that an Appeal was received and provide notice of the Appeal procedures. Both

Parties will have the opportunity to submit a written statement in support of, or challenging the outcome for the appeals process. Both Parties will be provided a written decision simultaneously that describes the result of the Appeal and the rationale for the result.

Informal Resolution

After a Formal Complaint has been signed and before the determination of responsibility has been provided to the Parties, either Party may request informal resolution as an alternative to formal resolution of the complaint. Both the Complainant and the Respondent must voluntarily agree to the informal resolution before the College facilitates an informal resolution. Informal resolution will not be allowed where the Formal Complaint alleges that an employee sexually harassed a student.

An informal resolution does not involve a full investigation and adjudication. During the informal resolution process, a facilitator will attempt to help the Parties come to an agreement about how to resolve a Formal Complaint. The Grievance Process will pause for a period of 15 business days, unless a longer or shorter time is set by the Title IX Coordinator, to allow the Parties to pursue informal resolution. The University will provide the Parties with written notice that discloses the allegations, the requirements of the informal resolution process, and that at any time prior to agreeing to a resolution, any Party has the right to withdraw from the informal resolution process and resume the formal grievance process with respect to the Formal Complaint, and any consequence resulting from participating in the informal resolution process, including the records that will be maintained or could be shared.

Outcomes of Informal Resolution

The informal resolution process may include, but is not limited to, the following outcomes:

- Facilitated agreement between the Complainant and the Respondent
- Formal restorative conference
- Informal restorative conference
- Counseling sessions
- Alcohol education
- Extension of No Contact Order
- Completion of education plan

If the Parties agree to an informal resolution, the Facilitator will document it in a written agreement for the Parties to sign. The written agreement will be presented to the Title IX Coordinator for final approval and implementation. The Title IX Coordinator will give deference to the Parties but will not approve an agreement that the Title IX Coordinator deems to be impractical, unduly burdensome, or inconsistent with the University's obligations under this Policy, Title IX, or another applicable policy or law.

Section IV. Records

The University will maintain the records identified in this section of this Policy for a period of seven (7) years. The records maintained will be kept confidential and not disclosed, except as permitted or required by law. The records may be maintained in paper or digital files.

In connection with each Report and each Formal Complaint, the University will maintain the following records, to the extent they exist:

- Documentation of any Report of alleged Title IX Sexual Harassment;
- Documentation of any Supportive Measures or if no Supportive Measures are provided, the reasons why and an explanation of how the University's response was not clearly unreasonable;
- The Formal Complaint;
- Documentary evidence gathered in the course of an investigation and photographs or descriptions of nondocumentary evidence gathered in the course of an investigation;
- Written responses of the Parties provided prior the finalization of the investigation report;
- The Investigative Report;
- The recording of any Live Hearing;
- The Written Determination;
- Any Appeal and written decision of any Appeal;
- Records of the sanctions and/or remedies;
- Records of any other steps taken to restore or preserve equal access to the University's Education Program or Activity,
- Any written agreement of an informal resolution; and
- A statement documenting the basis for the college's conclusion that its response to a report or Formal Complaint was not deliberately indifferent.

The University will also maintain all materials used to train its Title IX Coordinators, Investigators, Decisionmakers, and facilitators of informal resolutions, and a copy of each version of its Title IX Policy.

For cases involving reported conduct where: (A) a student is alleged to have committed acts that would, if proven, constitute the following offenses or attempts to commit the following offenses including Arson, Assault Offenses, Burglary, Criminal Homicide- manslaughter by negligence, Criminal homicide- murder and non-negligent manslaughter, Destruction/Damage/Vandalism of property, Kidnapping/abduction, Robbery, or Forcible Sex Offenses; and, (B) the allegations have been addressed through the procedures set forth in this Policy; and (C) through those procedures, the student has been determined to have violated this Policy, the University will notify the student's parent(s) or guardian(s) of the final result of the disciplinary proceeding. The disclosure of the final result will only include the name of the student, the violation committed, and any sanction imposed by the University against the student.

Section V. Sanctions for Title IX Grievance Processes

If a Party is found responsible for a violation of this Policy, sanctions within the range noted in this policy may be imposed upon that Party. The listed sanctions are provided for purposes of notice as to the range of possible sanctions and does not reflect the probability that any particular outcome will occur.

When determining the appropriate sanctions, the following factors will be taken into account: Respondent's prior disciplinary history; how the University has sanctioned similar incidents in the past; the nature of the conduct at issue; the impact of the conduct on the Complainant; the impact of the conduct on the Lindenwood community; any other mitigating or aggravating circumstances, and the University's obligation to eliminate Title IX Sexual Harassment, prevent its recurrence, remedy its effects and maintain an environment free from Title IX Sexual Harassment.

Range of possible disciplinary sanctions for students

University Expulsion: Permanent separation of the student from Lindenwood University. Records will be permanently maintained by the University, and the transcript will note the expulsion.

University Suspension: Separation of the student from Lindenwood for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified. Students who are suspended forfeit all fees that have been paid to the University; and are ineligible to visit the campus (including fraternity chapter houses) unless permission is granted by the Dean of Students or their designee. In addition, a "suspension" notation is placed on their College transcript until the term of suspension has expired (notation changed to "withdrew" after suspension ends). Students must seek readmission as outlined in the Academic Policies section of the Handbook.

Revocation of Admission: Applicants and admitted students are expected to abide by the same code of conduct as Lindenwood University students and are responsible for adhering to the same Code of Conduct. Lindenwood University reserves the right to revoke admission to admitted or deposited students for fraud, misrepresentation, violation of University standards, or for other serious violations committed by a student prior to enrolling at Lindenwood.

Withholding and/or Revocation of Degree: Lindenwood University reserves the right to withhold or revoke a degree awarded from the University.

Withholding Diploma: The University may withhold a student's diploma for a specified period of time. The student may also be denied participation in commencement exercises while charges are pending or as a sanction. In addition, the University may withhold a student's transcript if the student has judicial charges pending or the student was found responsible for violating the Policy.

Conduct Probation: A written reprimand for violation of specified regulations. Probation is for a designated period of time and includes the probability of more severe disciplinary sanctions, such as suspension or expulsion, if the student is found to violate any institutional regulation(s) during

the probationary period. Students on probation are normally not permitted to join a fraternity or sorority or represent the college in any way.

Written Warning: A notice in writing to the student that the student is violating or has violated University policies. **Loss of Privileges:** Denial of specified privileges for a designated period of time. This includes, but is not limited to, loss of position in club or organization, suspension from athletic team or performing group, loss of privileges to use specified facilities, prohibition from participation in co-curricular activities, loss of privilege to live in campus housing, loss of privilege to join a fraternity or sorority, or restricted access to a fraternity chapter house.

Restitution: Compensation for loss, damage, or injury. This may take the form of appropriate service and/or monetary or material replacement.

Discretionary Sanctions: Work assignments, essays, behavioral contracts, alcohol and drug assessment or substance use advising, service to the University, community service, or other related discretionary assignments.

No Contact Directive: The University may impose a no contact directive in cases where an agreement cannot be reached or is not applicable. Generally, "no contact" is defined as having no direct or indirect contact at any time. This includes, but is not limited to, communication that is written, verbal, or physical. Written communication is understood to include all electronic means of communication, including, but not limited to, email, instant messaging, and text messaging. Verbal communication is understood to include phone calls and voice mail messages. A "no contact" directive may include additional restrictions and terms. Students found responsible for violation of the no contact may face sanctions that result in immediate removal from campus, suspension, or expulsion.

Residence Hall Relocation: Students may be assigned to a different residential space on campus if they violate policy or demonstrate an inability to continue living in their current community or room.

Residence Hall Separation: Separation of the student from the residence halls for a definite period of time, after which the student is eligible to return. Conditions for readmission to the residence halls may be specified.

Educational Activity: The student is required to complete a project or activity designed to help the student understand why the behavior was inappropriate. The educational activity is designed to correspond to the severity and nature of the violation and to clarify the impact of that behavior on members of the Lindenwood Community. Educational activities may include, but are not limited to, assessments of behaviors, community service, workshops, papers, and similar assignments.

Range of potential sanctions for Employees:

Training: The employee will be required to complete training to help the employee understand why their behavior was inappropriate. The training is designed to correspond to the severity and nature of the violation and to clarify the impact of that behavior on members of the Lindenwood community.

Verbal Warning: The verbal warning is the first official step in the University's progressive discipline process for employees. The purpose of the verbal warning is to remind the employee of their personal responsibility and to set guidelines for acceptable behavioral changes required to satisfactorily address the concern. This action is only appropriate in cases that are relatively minor.

Written Letter of Reprimand: A written letter of reprimand is used to identify and describe the continuing problem and to restate the essentials of desired performance or behavior and the employee's obligation to meet it.

Suspension Without Pay: The employee may be suspended without pay for a period of time.

No Contact Directive: The University may impose a no contact directive in cases where an agreement cannot be reached or is not applicable. Generally, no contact is defined as having no direct or indirect contact at any time. This includes, but is not limited to, communication that is written, verbal, or physical. Written communication is understood to include all electronic means of communication, including, but not limited to, email, instant messaging, and text messaging. Verbal communication is understood to include phone calls and voice mail messages. A "no contact" directive may include additional restrictions and terms. Employees found responsible for violation of the no contact may face sanctions that result in immediate removal from campus, suspension, or expulsion.

Termination of Employment: For the most egregious kind of conduct or after all measures of progressive discipline have been established, termination of employment may be appropriate.

Policy Management

The Title IX Policy is owned, implemented, and administered by Lindenwood University's Director of Equal Opportunity and Title IX Compliance.

Campus Resources

The University recognizes that deciding whether to make a report and choosing how to proceed can be difficult decisions. Lindenwood encourages any individual who has questions or concerns to seek the support of campus and community resources who can provide information about available supports, services, and procedural options, and assistance to Parties in the event that a report and/or Formal Complaint under this policy are pursued. Individuals are encouraged to use all available resources, regardless of when or where the incident occurred.

**Director, Equal Opportunity and
Title IX Compliance**

Paula Stewart
636-255-2265
pstewart@lindenwood.edu
Evans Commons, Room 3030

Public Safety & Security

636-949-4911 (24/7/365)
1905 1st Capitol Dr.
Suite A

Student Counseling and Resource Center

636-949-4541
Evans Commons
3rd Floor Wellness Ctr.

Pastoral Counseling

Campus Chaplain
Jesse Lee
636-949-4651

Dean of Students Office

636-627-4312
Evans Commons
Room 3010

International Student Services

636-949-4982
Spellmann Center
Room 3015

Reporting to the Police

Public Safety and Security or the Office of Title IX Compliance will help facilitate the reporting of incidents of sexual assault, domestic violence, dating violence, and stalking to the St. Charles City Police Department (or law enforcement agency with jurisdiction) should the Complainant desire to pursue potential criminal charges. The police may be notified directly of an incident of sexual assault or relationship violence if the assailant is not known or otherwise identified or should the circumstances surrounding the incident pose a continuing threat to the Complainant or larger campus community.

Training and On-Going Education

The Title IX Coordinator and Investigators, and any person who facilitates informal resolution receive training on the following: definition of sexual harassment; scope of the institution's education programs and activities; issues related to dating violence, domestic violence, sexual assault and stalking, sexual assault and stalking; how to conduct an investigation and grievance process including hearings, appeals, and informal resolution processes including basic procedural rules, as applicable; relevant evidence and how it should be used during a proceeding; proper

techniques for questioning witnesses; and how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias including “actual and perceived” conflicts of interest.

Investigators will also receive training issues of relevance to create an investigative report that fairly summarizes relevant evidence. All materials used in training Title IX Coordinators, Investigators, and any person who facilitates an informal resolution process will not rely on sex stereotypes and will promote impartial investigations and adjudications of Formal Complaints of Title IX Sexual Harassment.

Prevention Programs

The university engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking. These programs

- Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and
- Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels.

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students and employees that

- a. Identify domestic violence, dating violence, sexual assault, and stalking as prohibited conduct;
- b. Define using definitions provided both by the Department of Education as well as state law what behavior constitutes domestic violence, dating violence, sexual assault, and stalking;
- c. Define what behavior and actions constitute consent to sexual activity in the State of Missouri and/or using the definition of consent found in the Student Code of Conduct if state law does not define consent;
- d. Provide a description of safe and positive options for bystander intervention. “Bystander intervention” means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. “Bystander intervention” includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene;
- e. Provide information on risk reduction. “Risk reduction” means options designed to decrease perpetration and bystander inaction and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.
- f. Provide an overview of information contained in the Annual Security Report in compliance with the Clery Act.

The university has developed an annual educational campaign consisting of presentations that include distribution of educational materials to new students and new employees. In addition, according to the 2013 Reauthorization of the Violence Against Women Act, institutions must implement “primary prevention and awareness programs for all incoming students and new employees” AND “ongoing prevention and awareness campaigns for students and employees” that include the above a-f. While “campaign” is yet to be defined, examples of “primary prevention programs” as they relate to incoming students may be found here: <http://www.ovw.usdoj.gov/docs/campus-minimum-standards-orientation.pdf>

How to be an Active Bystander

Bystanders play a critical role in the prevention of sexual and relationship violence. They 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.” The university wants to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. Persons may not always know what to do even if they want to help. Below is a list of some ways to be an active bystander. Further information regarding bystander intervention may be found. If someone is in immediate danger, dial 911. This could be when a person is yelling at or being physically abusive toward another and it is not safe to interrupt.

1. Watch out for friends and fellow students/employees. If someone appears to be in trouble or could need help, ask if the person is OK.
2. Confront people who seclude, attempt to seduce, have intimate contact with, or have sex with people who are incapacitated.
3. Speak up when someone discusses plans to take sexual advantage of another person.
4. Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
5. Refer people to on- or off-campus resources listed in this document for support with health, counseling, or legal assistance.

Risk Reduction

With no intent to blame the victim and while recognizing that only rapists are responsible for rape, the following are some strategies to reduce **your** risk of sexual assault or harassment (taken from the Rape, Abuse, and Incest National Network, www.rainn.org).

1. Be aware of your surroundings. Knowing where you are and who is around you may help you find a way to get out of a bad situation.
2. Try to avoid isolated areas. It is more difficult to get help if no one is around.
3. Walk with purpose. Even if you do not know where you are going, act like you do.
4. Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably is not the best place to be.
5. Try not to load yourself down with packages or bags, as this can make you appear more vulnerable.
6. Make sure your cell phone is with you and charged and that you have cash money.

7. Do not allow yourself to be isolated with someone you do not trust or someone you do not know.
8. Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
9. When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
10. Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
11. Do not leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you have left your drink alone, just get a new one.
12. Do not accept drinks from people you do not know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, do not drink from the punch bowls or other large, common open containers.
13. Watch out for your friends and vice versa. If a friend seems dazed or confused, seems overly intoxicated, or is acting out of character, get him or her to a safe place immediately. 14. If you suspect you or a friend have been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly other tests or panels as well).
15. If you need to get out of an uncomfortable or scary situation, here are some things that you can try:
 - a. Remember that being in this situation is not your fault. You did not do anything wrong; it is the person who is making you uncomfortable that is to blame.
 - b. Be true to yourself. Do not feel obligated to do anything you do not want to do. "I do not want to" is always a good enough reason. Do what feels right and comfortable to you.
 - c. Have a code word with your friends or family so that if you do not feel comfortable you can call them and communicate your discomfort without alerting the person who is making you uncomfortable. Your friends or family can then come to get you or make up an excuse for you to leave.
 - d. Lie. If you do not want to hurt the person's feelings, it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.
16. Try to think of an escape route. How would you try to get out of the room? Where are the doors and windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
17. If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

STUDENT NONDISCRIMINATION, NON-HARASSMENT AND NONRETALIATION POLICY (NON-TITLE IX)

PURPOSE

Lindenwood University is committed to maintaining an environment that is free from unlawful discrimination, harassment and retaliation, including sexual discrimination, sexual and gender-based harassment and violence, relationship violence, stalking and retaliation. The University does not discriminate on the basis of sex – or any other protected category – in matters of education, extracurricular activities, programs, activities, athletics, admissions, housing, services, financial aid, or in the context of employment (collectively, the “programs and employment”). Harassment, including sexual harassment, denies or limits a person’s ability to participate in or benefit from the University’s programs and employment and can be forms of prohibited discrimination.

This policy defines harassment, discrimination and retaliation – including sexual misconduct – that is prohibited by the University and provides the campus community with the process for handling reports of harassment, discrimination, retaliation and sexual misconduct that do not fall under Lindenwood’s Title IX Sexual Harassment Policy.

SCOPE

This policy applies reported and actual conduct in which the respondent is a student, faculty, staff, or a non-University-affiliated party. In the event the respondent is a third party or other non-University-affiliated party, the University will take appropriate corrective action and determine the appropriate manner of response consistent with the goals of this policy.

POLICY

- **I. SEXUAL MISCONDUCT**

This Policy applies to Sexual Misconduct that includes sex-based discrimination and harassment that does not fall within the definition of Title IX Sexual Harassment. It also includes Title IX Sexual Harassment that occurs outside the University’s education programs and activities or outside the United States (such as in a study abroad program). The University’s handling of reports or complaints of Sexual Misconduct meeting these criteria will follow the procedures set forth herein. Sexual Misconduct as used in this policy includes “Non-Title IX Sexual Harassment” and “Sex Discrimination” as defined below.

1. NON-TITLE IX SEXUAL HARASSMENT

Non-Title IX sexual harassment (“sexual harassment”) is unwelcome communication or conduct of a sexual nature, including unwelcome sexual advances, requests for sexual favors and other verbal, written or physical conduct of a sexual nature, without regard to whether the parties are of the

same or different genders or gender identities. It includes, but is not limited to:

- a. Quid Pro Quo Sexual Harassment, Hostile Environment Sexual Harassment, Sexual Assault, Domestic Violence, Dating Violence, or Stalking, that occurs outside of the University's Education Programs or Activities or outside the United States;
- b. Unwelcome conduct that does not rise to the level of Hostile Environment Sexual Harassment, as defined in this Policy, but that:
 - is sufficiently serious (severe, pervasive, *or* persistent) and objectively offensive so as to deny or limit a person's ability to participate in or benefit from the University's programs, services, opportunities, or activities; or
 - that has the purpose or effect of unreasonably interfering with an individual's work or academic performance.

2. SEX DISCRIMINATION

- a. Sex Discrimination means material, adverse treatment of a person or group on the basis of sex. Discrimination occurs when persons are excluded from participation in, or denied the benefits of, any University program or activity on the basis of a protected status.
- b. Pregnancy discrimination is a type of Sex Discrimination and means treating a woman unfavorably because of pregnancy, childbirth, or a medical condition related to pregnancy or childbirth.

The University's process for resolving reports of sexual misconduct will be prompt and equitable and conducted with the oversight of the Title IX Coordinator. If the Title IX Coordinator decides a formal investigation and resolution process is warranted, even if no formal complaint has been filed by a Complainant, the process shall be as follows.

• II. OTHER PROHIBITED DISCRIMINATION, HARASSMENT AND RETALIATION

Lindenwood does not discriminate, nor permit discrimination by any member of the University community, and prohibits unlawful discrimination, harassment, and retaliation including on the basis of race, color, national origin, age, sex, sexual orientation, gender identity, gender expression, pregnancy, religion, disability, veteran status, genetic information and other status protected under applicable law

(collectively, “protected categories”) in University admissions, employment, access, activities, treatment, educational programs, services and all other areas where it is prohibited by law.

- **III. NON-RETALIATION**

Lindenwood also prohibits retaliation, including retaliation for making a report, for participating in an investigation, or for otherwise engaging in lawfully protected activity. All members of the campus community are able to make reports and discuss concerns free from retaliation.

- **IV. REPORTING**

All concerns and/or reports of potential instances of conduct prohibited by this Policy – including unlawful discrimination, harassment, and/or retaliation involving students, should be made to the Title IX Coordinator.

Concerns and/or reports of unlawful discrimination, harassment, and/or retaliation involving employment should be made to the Human Resources Department.

In all instances, reports should be made as soon as reasonably practicable.

- **V. RESPONSE FOLLOWING A REPORT**

When the University receives a report of conduct covered by this Policy, it will evaluate the information received and formulate an appropriate responsive plan. This can include gathering additional information to make an initial assessment and/or conducting an investigation into the report. Some instances may be resolved through informal means, while others may be resolved through an investigation, depending on the circumstances of each particular situation.

Investigations will be conducted in a thorough and impartial manner by a qualified investigator designated by the University. All parties, witnesses, and individuals are expected to provide full and truthful information during the investigative process. Knowingly providing false or misleading information is a violation of University policy and can subject a student or employee to disciplinary action. The investigator or designee will also provide updates, as appropriate, about the timing and the status of the investigation. Parties to an investigation will have an equal opportunity to provide information, to be heard, to submit information, and to identify witnesses who may have relevant information.

If, after an investigation, the University determines prohibited conduct has occurred by using a preponderance of the evidence standard, the individual(s) responsible for

such conduct will be informed of the same in writing. The University will also include the corresponding appropriate sanction(s) for the confirmed misconduct, up to and including dismissal from the University.

• VII. APPEAL PROCESS

Appeals to the outcome of the investigation must be submitted within seven (7) days of the appealing party receiving the outcome of the investigation. Appeals must be submitted in writing to the Title IX Coordinator, or designee, and set forth the basis and grounds for the appeal which may only be one or more of the following:

- a. There was a material deviation from the procedures set forth in this policy that would significantly impact the outcome of the matter or that may reasonably have resulted in a different finding;
- b. The sanction is disproportionate to the violation;
- c. New or relevant information, not available at the time of the investigation or determination, has arisen that would significantly impact the outcome of the matter;
- d. A conflict of interest or bias on the part of the investigator improperly influenced the outcome.

Dissatisfaction with the outcome of an investigation is not grounds for appeal in and of itself. The University's decision on an appeal is final and not subject to additional or further appeals.

SEX OFFENDER REGISTRY

STATE OF MISSOURI SEX OFFENDER LIST

<http://www.mshp.dps.mo.gov/CJ38/search.jsp>

The CSCPA further amends the Family Educational Rights and Privacy Act of 1974 (FERPA) to clarify that nothing in the act can prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders.

The federal Campus Sex Crimes Prevention Act, enacted on Oct. 28, 2000, requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a state concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a state to provide notice, as required under state law, of each institution of higher education in that state at which the person is employed, carries on a vocation, volunteer's services, or is a student.

In Missouri, the Missouri State Highway Patrol maintains a database of all registered sex offenders. Anyone can access the registry by clicking on the following links

<http://www.mshp.dps.mo.gov/CJ38/search.jsp> or

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

APPENDIX A: DEFINITIONS

1. **Criminal Homicide:** These offenses are separated into two categories: murder and non-negligent manslaughter and negligent manslaughter.

A. Murder and non-negligent manslaughter is defined as the willful (non-negligent) killing of one human being by another. **Count one offense per victim.**

Classify as murder and non-negligent manslaughter: Any death caused by injuries received in a fight, argument, quarrel, assault, or commission of a crime.

The following are not classified as murder and non-negligent manslaughter:

Suicides, fetal deaths, traffic fatalities, accidental deaths, assaults with intent to murder, and attempts to murder (classify assaults and attempts to murder as aggravated assaults), situations in which a victim dies of a heart attack as the result of a crime (even in instances where an individual is known to have a weak heart), or justifiable homicide (which is defined as and limited to the killing of a felon by a peace officer in the line of duty or the killing of a felon during the commission of a felony by a private citizen).

B. Manslaughter by Negligence is defined as the killing of another person through gross negligence. **Count one offense per victim.**

The following are classified as manslaughter by negligence: Any death caused by the gross negligence of another. In other words, it is something that a reasonable and prudent person would not do.

The following are not classified as manslaughter by negligence: Deaths of persons due to their own negligence; accidental deaths not resulting from gross negligence or traffic fatalities.

Remember that the findings of a court, coroner's inquest, etc. do not affect classification or counting of criminal incidents.

2. **Sexual Assault:** Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.

A. Rape is 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. This offense includes the rape of both males and females. **Count one offense per victim.**

B. Fondling is 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 incapacity. **Count one offense per victim.** Fondling is recognized as an element of the other sex offenses. Fondling is only counted if it is the only sex offense.

C. Incest is sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law. **Count one offense per victim.**

D. Statutory rape is sexual intercourse with a person who is under the statutory age of consent. **Count one offense per victim.** The statutory age of consent differs by state. In Missouri, a person commits the crime of statutory rape in the second degree if, being 21 years of age or older, the person has sexual intercourse with another person who is less than 17 years of age. A person commits the crime of statutory rape in the first degree if he or she has sexual intercourse with another person who is less than 14 years old. Remember, if force was used or threatened or the victim was incapable of giving consent because of his/her youth or temporary or permanent mental impairment, classify the offense as rape, not statutory rape. The ability of the victim to give consent must be a professional determination by a law enforcement agency.

3. Robbery is the taking or attempting to take anything of value from the care, custody, or control of a person or persons by force, threat of force or violence, and/or by putting the victim in fear. **Count one offense for each distinct operation, including attempts.**

Essential Elements of a Robbery

- ☐ Committed in the presence of a victim (usually the owner or person having custody of the property).
- ☐ Victim is directly confronted by the perpetrator.
- ☐ Victim is threatened with force or put in fear that force will be used.
- ☐ Involves a theft or larceny.

4. Aggravated assault is 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. **Count one offense per victim.**

5. Burglary is the unlawful entry of a structure to commit a felony or a theft. **Count one offense per distinct operation.**

6. Motor vehicle theft is the theft or attempted theft of a motor vehicle. **Count one offense for each stolen vehicle.**

7. Arson is 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. **Count one offense for each distinct incident of arson occurring on Clery geography.**

8. Hazing is any willful act, occurring on or off the campus, and is directed against a student or a prospective member of an organization that recklessly endangers the health or safety of that individual for the purpose of initiation or admission into or continued membership in any such organization to the extent that such person is knowingly placed at probable risk of the loss of life or probable bodily or psychological harm. **Count one offense per victim.**

9. Hate Crimes-A hate crime is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. There are eight reportable categories under the Clery Act:

- A. Race: A preformed negative 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.
- B. Religion: 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., Jews, Protestants, atheists.
- C. Sexual Orientation: A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation.
- D. Gender: 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.
- E. Gender Identity: 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.
- F. Ethnicity: 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.
- G. National Origin: A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.
- H. Disability: 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.

In addition to the previously listed seven criminal offenses, the following are included only if they are motivated by an above listed bias:

- A. **Larceny-theft** is the unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. (Larceny and theft mean the same thing in the UCR.) **Constructive possession** is the condition in which a person does not have physical custody or possession but is in a position to exercise dominion or control over a thing.
- B. **Simple assault** is an unlawful physical attack by one person upon another in which 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.

C. Intimidation is 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.

D. Destruction/damage/vandalism of property is 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.

10. Domestic violence- Felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a child in common; by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or by another 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.

11. Stalking is engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others or suffer substantial emotional distress. Stalking can be a form of sexual harassment and is prohibited by the university's policy on harassment and the Student Code of Conduct. Such harassment can be either physical stalking or cyber stalking. Stalking may present a safety concern. Reports of stalking should be directed to the Public Safety & Security Office or to the Title IX coordinator, Paula Stewart, (636) 255-2265, or other reporting contact.

12. Dating violence is violence committed by a person who has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length, type of relationship, and frequency of interaction between persons involved in the relationship.

13. Weapons: carrying, possessing, etc. is defined as 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. This classification encompasses weapons offenses that are regulatory in nature.

14. Drug-abuse violations are defined as 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, or the unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. This also includes arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.

15. Liquor-law violations are defined as 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.

16. Consent is an affirmative, conscious decision—indicated clearly by words (e.g., saying “yes”) or actions—to engage in mutually acceptable sexual activity. A verbal “no,” even if perceived to be indecisive, constitutes a lack of consent.

- The person initiating sexual contact must have the other person’s consent. Sexual contact without consent is sexual assault.
- Consent may not be inferred from silence or passivity.
- It is the responsibility of the person initiating the sexual activity to obtain the other party’s consent throughout the duration of the sexual activity. Consent to one form of sexual activity does not imply consent to other forms of sexual activity. ▪ Consent may be withdrawn at any time.
- Consent must be given freely, willingly, and knowingly by each participant to any desired sexual contact.

A person is not able to give valid consent in the following situations:

- When an individual is incapacitated because of alcohol or other drugs - an individual who is incapacitated cannot consent to sexual activity. An individual is incapacitated if he/she is physically helpless, unconscious, or unaware due to drug or alcohol consumption (voluntarily or involuntarily) or for some other reason.
- Where alcohol is involved, incapacitation is a state beyond drunkenness or intoxication. Some indicators of incapacitation may include, but are not limited to, lack of control over physical movements, being unaware of circumstances or surroundings, or being unable to communicate for any reason.
- When an individual is sleeping or unconscious. In some situations, an individual’s ability to freely, willingly, and knowingly consent is taken away by another person or circumstance. Examples include, but are not limited to
 - When an individual is physically forced to participate.
 - When an individual is intimidated, coerced, threatened—even a perceived threat—isolated, or confined.

17. Campus Security Authority (CSA) - Refers to individuals or offices of the university who have been designated to receive reports of sexual assault or relationship violence. While a student or employee is encouraged to report an incident to a person of her/his choice, the university has designated the following reporting contacts to receive reports of sexual assault or relationship violence. The designated reporting contacts have been trained to make the reporting party aware of available options and alternatives to aid the reporting party in making an informed decision as to a course of action and to enable the reporting party to follow through in that decision. The designated reporting contacts are

- Public Safety & Security Office: If the incident requires immediate emergency attention, contact the St. Charles Police Department.
- Residential Community Coordinators or Residential Advisors (RCC’s or RAs)
- Office of Student Development
- Vice President for Human Resources
- Title IX Coordinator

- Coaches and/or athletic staff
- Any staff or faculty that deals with student organizations, activities, or sports.

18. Title IX Coordinator—This term refers to the person responsible for overseeing all sex discrimination, sexual harassment, and sexual assault and relationship violence complaints at the university. The Title IX coordinator is also responsible for conducting an annual report and review of all complaints to identify and address any patterns or systemic problems within the university community. All inquiries should be directed to Paula Stewart, Director, Equal Opportunity and Title IX Compliance, at 636-255-2265.

19. Accused party refers to any individual who is identified by a reporting party as the perpetrator of a sexual assault.

20. Reporting party refers to any individual who makes a report about an incident involving sexual assault or relationship violence. A reporting party does not need to be a victim of sexual assault or relationship violence and may act as a third party to file a report on a student's behalf. To avoid confusion, however, in most contexts within this policy, "reporting party" refers to the person who has experienced the sexual assault.

21. Force is the use of physical violence and/or imposing on someone physically to gain sexual access. Force also includes threats, intimidation (implied threats), and coercion that overcomes resistance or produces consent ("Have sex with me or I'll hit you." "Okay, don't hit me; I'll do what you want." Lying on top of a victim to prevent him or her from being able to move).

22. Coercion is an unreasonable pressure for sexual activity. When someone makes clear to someone else that he or she does not want sex, that he or she wants to stop, or that he or she does not want to go past a certain point of sexual interaction, continued pressure beyond that point can be coercive. ("You had better have sex with me or I'll make sure you never get into another fraternity social again/tell people you are a whore/tell people you have an STD.")

23. Mental or physical incapacitation or impairment occurs when a person cannot make rational and reasonable decisions. In other words, the person is unable to understand the "who, what, when, where, why, and how" of his or her sexual interaction and, as a result, cannot give effective consent. A person may be mentally or physical incapacitated because of

- Intoxication due to alcohol or drug use;
- A mental illness, intellectual disability, or physical disability; ▪ Sleep or sleep deprivation.
- Involuntary physical restraint.

A person is also mentally and/or physical incapacitated if he or she has been given the "date rape drug" or similar substances such as Rohypnol, Ketamine, GHB, or Burundanga. Administering such drugs to another student is a crime, constitutes a violation of this policy, and renders the victim incapable of giving consent to any form of sexual activity. More

information on these and similar drugs is available at www.911rape.org.

Missouri State Statutes

Sexual Intercourse: (Section 566.010) Any penetration, however slight, of the female sex organ by the male sex organ, whether or not an emission results.

Deviate Sexual Intercourse: (Section 566.010) 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 penis, female genitalia, 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.

Rape in the first degree: (Section 566.030) A person commits the offense of rape in the first degree if he or she has sexual intercourse with another person who is incapacitated, incapable of consent, or lacks the capacity to consent, or by the use of forcible compulsion. Forcible compulsion includes the use of a substance administered without a victim's knowledge or consent that renders the victim physically or mentally impaired so as to be incapable of making an informed consent to sexual intercourse.

Rape in the second degree: (Section 566.031) A person commits the offense of rape in the second degree if he or she has sexual intercourse with another person knowing that he or she does so without the person's consent.

Statutory rape and attempt, first degree: (Section 566.032) A person commits the offense of statutory rape in the first degree if he or she has sexual intercourse with another person who is less than 14 years of age

Statutory rape and attempt, second degree: (Section 566.034) A person commits the offense of statutory rape in the second degree if being 21 years of age or older, he or she has sexual intercourse with another person who is less than 17 years of age.

Statutory sodomy in the first degree: (Section 566.062) A person commits the offense of statutory sodomy in the first degree if he or she has deviate sexual intercourse with another person who is less than 14 years of age.

Statutory sodomy in the second degree: (Section 566.064) A person commits the offense of statutory sodomy in the second degree if being 21 years of age or older, he or she has deviate sexual intercourse with another person who is less than 17 years of age.

Sodomy: (Section 566.060) A person commits the offense of sodomy in the first degree if he or she has deviate sexual intercourse with another person who is incapacitated, incapable of consent, or lacks the capacity to consent, or by the use of forcible compulsion. Forcible compulsion includes the use of a substance administered without a victim's consent that renders the victim physically or mentally impaired so as to be incapable of making an informed consent to sexual intercourse.

Sexual Conduct: (Section 566.020 (14)) "Sexual conduct," sexual intercourse as defined in section 566.010; deviate sexual intercourse as defined in section 566.010; actual or simulated

acts of human masturbation; physical contact with a person's clothed or unclothed genitals, pubic area, buttocks, or the breast of a female in an act of apparent sexual simulation or gratification; or any sadomasochistic abuse or acts including animals or any latent objects in an act of apparent sexual simulation or gratification.

Incest: (Section 568.020) A person commits the offense of incest if he or she marries or purports to marry or engages in sexual intercourse or deviate sexual intercourse with a person he or she knows to be, without regard to legitimacy, his or her

1. Ancestor or descendant by blood or adoption; or
2. Stepchild, while the marriage creating that relationship exists; or
3. Brother or sister of the whole or half-blood; or
4. Uncle, aunt, nephew or niece of the whole blood

Domestic Violence (RSMo 455.010) abuse or stalking committed by a family or household member

“Abuse” includes but is not limited to the occurrence of any of the following acts, attempts, or threats against a person who may be protected pursuant to this chapter, except abuse shall not include abuse inflicted on a child by accidental means by an adult household member or discipline of a child, including spanking, in a reasonable manner.

“Family” or “household member,” refers to 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;

Domestic Assault in the First Degree (RSMo 565.072) A person commits the offense of domestic assault in the first degree if he or she attempts to kill or knowingly causes or attempts to cause serious physical injury to a domestic victim, as the term “domestic victim” is defined under section 656.002.

Domestic Assault in the Second Degree (RSMo 565.073) A person commits the offense of domestic assault in the second degree if the act involves a domestic victim, as the term “domestic victim” is defined under section 565.002, and he or she

1. Knowingly causes physical injury to such domestic victim by any means, including but not limited to, use of a deadly weapon or dangerous instrument, or by choking or strangulation; or
2. Recklessly causes serious physical injury to such domestic victim; or
3. Recklessly causes physical injury to such domestic victim by means of any deadly weapon

Dating Violence: Dating violence is not defined under Missouri law.

Stalking (RSMo 455.010) “Stalking” is when any person purposely engages in an unwanted course of conduct that causes alarm to another person, or a person who resides together in the same household with the person seeking the order of protection when it is reasonable in that

person's situation to have been alarmed by the conduct. As used in this subdivision

- a) "Alarm" means to cause fear of danger of physical harm;
- b) "Course of conduct" means a pattern of conduct composed of two or more acts over a period of time, however short, that serves no legitimate purpose. Such conduct may include, but is not limited to, following the other person or unwanted communication or unwanted contact.

Stalking in the First Degree (RSMo 565.225) A person commits the offense of stalking in the first degree if he or she purposely, through his or her course of conduct, disturbs or follows with the intent of disturbing another person and

- 1) Makes a threat communicated with the intent to cause the person who is the target of the threat to reasonably fear for his or her safety, the safety of his or her family for household member, or the safety of domestic animals or livestock as defined in section 276.606 kept at such person's residence or on such person's property. The threat shall be against the life of, or a threat to cause physical injury to, or the kidnapping of the person, the person's family or household members, or the person's domestic animals or livestock as described in section 276.606 kept at such person's residence or on such person's property; or
- 2) At least one of the acts constituting the course of conduct is in violation of an order of protection and the person has received actual notice of such order; or
- 3) At least one of the actions constituting the course of conduct is in violation of a condition of probation, parole, pretrial release, or release on bond pending appeal; or
- 4) At any time during the course of conduct, the other person is 17 years of age or younger and the person disturbing the other person is 21 years of age or older; or
- 5) He or she has previously been found guilty of domestic assault, violation of an order of protection, or any other crime where the other person was the victim; or
- 6) At any time during the course of conduct, the other person is a participant of the address confidentiality program under sections 589.660 to 589.681, and the person disturbing the other person knowingly accesses or attempts to access the address of the other person.