



**CAMPUS CRIME REPORT
SECURITY AND SAFETY GUIDELINES
2009**

Nazarene Theological Seminary complies with Title II of the Student Right-to-Know Campus Security Act of 1990 known as the Crime Awareness and Campus Security Acts of 1990 and The Drug-Free Schools and Communities Act Amendment of 1989. Nazarene Theological Seminary has designated a Campus Security Survey Administrator (CSSA). This person, along with other staff members, is responsible to complete the annual Campus Crime and Security Survey. This two-part report (Campus Crime Report and Security and Safety Guidelines) includes information regarding security, sexual misconduct policy and the alcohol and drug use policy and is distributed to faculty, staff and students.

**CAMPUS CRIME REPORT
January 1 through December 31**

Criminal Offenses - On Campus	2006	2007	2008
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex offenses – Forcible	0	1	0
Sex offenses – Non-forcible	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	2	3	1
Motor vehicle theft	0	1	1
Arson	0	0	0
Hate Crimes* - On Campus:			
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex offenses – Forcible	0	0	0
Sex offenses – Non-forcible	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0
Any other crime involving bodily injury	0	0	0

*Hate crimes or “prejudice” crimes are those which show evidence of prejudice based on race, gender, religion, sexual orientation, ethnicity/national origin or disability.

On Campus (cont.)

Arrests – On Campus

	2006	2007	2008
Illegal weapons possession	0	0	0
Drug law violations	0	0	0
Liquor law violations	0	0	0

Disciplinary Actions

Illegal weapons possession	0	0	0
Drug law violations	0	0	0
Liquor law violations	0	0	0

Public Property

	2006	2007	2008
<u>1700 block of Meyer Boulevard</u>			
<u>6400 block of The Paseo</u>			
<u>6400 block of Woodland Avenue</u>			

Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex offenses – Forcible	0	0	0
Sex offenses – Non-forcible	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0

Criminal Offenses – Noncampus:

	2006	2007	2008
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex offenses – Forcible	0	0	0
Sex offenses – Non-forcible	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	1
Motor vehicle theft	0	0	0
Arson	0	0	0

Hate Crimes* Noncampus:

Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0

Sex offenses – Forcible	0	0	0
Sex offenses – Non-forcible	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0
Any other crime involving bodily injury	0	0	0

*Hate crimes or “prejudice” crimes are those which show evidence of prejudice based on race, gender, religion, sexual orientation, ethnicity/national origin or disability.

Arrests	2006	2007	2008
Illegal weapons possession	0	0	0
Drug law violations	0	0	0
Liquor law violations	0	0	0

Disciplinary Actions

Illegal weapons possession	0	0	0
Drug law violations	0	0	0
Liquor law violations	0	0	0

The above statistical report is available to the general public at <http://ope.ed.gov/security>. Nazarene Theological Seminary provides a website to its current crime report, at <http://www.nts.edu/resources>.

If you would like more details regarding the crimes mentioned above or you would like to review any reported crimes for the past three years, please contact the Dean for Administration in the Business Office.

Nazarene Theological Seminary will provide timely warning to the campus community of any occurrences of the above crimes that are reported to the Dean for Administration, Maintenance or local police agencies and are considered to represent a threat to students and/or employees.

SECURITY AND REPORTING CRIMES

Be aware that our campus facilities are accessible to all persons. All Seminary students and personnel are asked to assist in making the campus as safe as possible by keeping watch on each other's vehicles and personal possessions, and to help control access to the buildings by securing doors and taking notice of strangers. Be alert to suspicious situations and promptly report them. If you are a victim, or witness any on-campus offense: AVOID ANY ACTIONS THAT MIGHT INCREASE THE RISK TO YOU OR TO OTHERS.

Security & Emergency Policy

Open & Closing Time:

Regular Public Access:

Under normal circumstances, the main seminary building doors will be unlocked at 7:00 a.m. and locked at 4:30 p.m. Monday through Thursday. The Library will post its hours of operation.

Evening 2 Week Module Class Access:

The Formal Lounge doors will be left unlocked until 10:00 p.m. All other entrance doors to the main building will be locked at 4:30 p.m. The Library will observe extended evening hours.

Evening 14 Week Semester Access:

The Formal Lounge doors will be unlocked until 8:00 p.m.
The Library will be open its regular academic session hours.

The Maintenance staff is responsible for opening and closing the main seminary building. The Library staff is responsible for opening and closing the Library.

After Hours Access:

Use of the seminary facilities by the public and students after hours is permitted only when given permission by the Dean for Administration, to be coordinated by the Maintenance Supervisor. Use of the Library and /or Library Conference Room after hours should be cleared through the Library Office.

Faculty and staff have access to their offices/workstations after hours, but prior arrangement must be made if after hours use extends into the period when the alarm system is armed. Prior arrangement is made with the Dean for Administration's office and the Maintenance Supervisor.

Alarm System:

2 Week Module:

The alarm system is programmed to arm at 11:30 p.m. and to disarm at 6:00 a.m.

14 Week Semester & Summer Session:

The alarm system is programmed to arm at 10:00 p.m. and to disarm at 6:00 a.m.

Emergency:

Assault, Rape, Break-Ins, Burglary:

In the event of an emergency *during regular business hours*, call 911 (emergency telephones are located at the end of each hallway) and then dial “O” to inform the Receptionist and to have the Maintenance Supervisor contacted for immediate assistance.

Fire:

In the event of a fire, pull an emergency fire alarm located at the end of each hall and call 911 to report the fire. If you are trapped in the building, call 911 on the “Area of Rescue” phone, noting your location posted on the wall by the phone. If possible, evacuate from the building. [Fire evacuation drills are regularly scheduled during the year.]

Weather Related:

In the event of a weather-related emergency, notify the Receptionist and/or Dean for Administration’s Office and/or the Maintenance Supervisor.

In the event of a tornado alert, evacuate to the interior hallway on the first floor of the main building, or the library workroom.

Crimes, Fire and Medical Emergencies

Nazarene Theological Seminary is in Jackson County and falls under the jurisdiction of the Kansas City Police Department. Crime incidents will be reported to the Metro Patrol Division, including all matters needing the attention of the police. Seminary personnel will cooperate fully with the police on matters that necessitate their intervention. Law enforcement authorities of Kansas City, Missouri will be informed as directed by the Seminary of any significant crime situations that would involve the Seminary and its relationship with the community.

Nazarene Theological Seminary's fire protection is provided by the Kansas City Fire Department. Medical emergencies are responded to by the city of Kansas City, as well as medical facilities in the surrounding area. Dr. D. Martin Butler, Dean for Administration, is the liaison officer between all these agencies and the Seminary.

<u>Who to Call</u>	<u>Emergency</u>	<u>Non-Emergency</u>
Crime	911	(816) 268-5400
Counseling		(816) 268-5400
Police	911	(816) 234-5520
Fire	911	(816) 784-9200
Ambulance	911	

Campus Alert Policy

The Dean for Administration or his/her designee will issue a campus security alert to students, faculty and staff when a situation arises that constitutes a reportable crime under the Clery Act or presents a potentially serious or continuing threat to the campus community. Alerts are generally sent via e-mail, but phone calls will also be made to key NTS personnel.

The decision to issue a security alert is made on a case-by-case basis in light of all the facts surrounding the incident. Whenever practicable, the Dean for Administration will consult with the President's office or the Dean of the Faculty before issuing an alert. A balancing of a variety of factors weighs into the decision of whether or not to issue an alert. Factors include:

- Is there a risk of compromising law enforcement efforts?
- Is there a continuing danger to the community?
- Is the crime random or targeted to a specific individual?
- Has a suspect been taken into custody?
- Have the facts been confirmed?

The purpose of an alert is to notify students, faculty and staff of a dangerous situation on or near campus so that they can take steps to enhance their safety. It is also aimed at preventing similar or repeat occurrences by increasing awareness of criminal incidents. At the same time, such alerts encourage reporting of information, which may lead to the arrest or conviction of the offender. Anyone with information warranting a security alert should make a report to the Dean for Administration.

The decision to issue an alert can require anywhere from an hour to 24 hours. An alert will not be distributed until sufficient information and accurate facts concerning the incident are secured. Although time frames can vary, there should be minimal delay in deciding to issue a warning.

A call to the Dean for Administration reporting a violent crime or emergency involving students will also initiate a response from campus personnel for counseling or victim support services.

For any non-life threatening criminal action or other non-life threatening campus emergency contact the Dean for Administration by calling (816) 268-5421. Be sure to leave your call back number. If no response, contact the Seminary switchboard, during normal business hours by calling (816) 268-5400.

If law enforcement or medical help is needed for non-emergency situations, please notify the Dean for Administration and/or Maintenance and he/she will contact the proper authorities.

Criminal actions or campus incidents that do not require an immediate response are filed with the Dean for Administration and maintained in written form.

Sex Offenders on Campus

Under the Campus Sex Crimes Prevention Act, persons required to register under a state offender registration program must notify the state concerning each post secondary school at which the offender works or is a student. In Missouri, sex offenders must register with the police department in the city or county in which they live or work. To view a registry list, contact either the Kansas City Police at 1125 Locust, Kansas City, MO 64106 at (816) 234-5220 or the Jackson County Sheriff at (816) 524-4302 or at the Jackson County website at <http://www.jacksongov.org>. The State of Missouri provides a registered sex offender Internet site by counties through the State Highway Patrol website located at:

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

For information on sex offenders on campus, contact the Dean for Administration, (816) 268-5421. Additional information is available through the national registrant website at <http://www.nsopr.gov>.

Note: The Sheriff's office does not have information of where the offenders work or attend school. The State Highway Patrol will notify in writing the Kansas City Police Department if a registrant is attending or working on campus. The Kansas City Police Department is responsible for relaying the information to Nazarene Theological Seminary.

SEXUAL HARASSMENT & SEXUAL ASSAULT POLICY

Note: The requirements concerning issues of sexual harassment and sexual assault are presented and affirmed in compliance with the Higher Education Amendments of 1992, 34CFR Part 668, and the mission of Nazarene Theological Seminary.

Definitions

Sexual Harassment: Sexual Harassment is defined as unwelcome sexual advances, requests for sexual favors, and other physical and expressive behavior of a sexual nature where: 1) Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or education; 2) Submission or rejection of such conduct by an individual is used as the basis for academic or employment decisions affecting the individual; or 3) Such conduct has the purpose or effect of denying or limiting a student's ability to participate in or benefit from the school's programs on the basis of sex, interfering with an individual's academic or professional performance or creating an intimidating, hostile, or demeaning employment or educational environment.

Sexual Assault: Sexual Assault is defined as any sexual act directed against another person, forcible and/or against that person's will; or not forcibly or against that person's will where the victim is incapable of giving consent.

Statement of Policies Regarding Sexual Harassment and Sexual Assault

Sexual harassment is both immoral (e.g., 1 Thessalonians 4:3-8) and illegal (Title VII of the 1964 Civil Rights Act for employees and Title IX of the 1972 Education Act for students). Sexual harassment of either employees or students whether by faculty members, staff, administrators, other students or non-employee third parties is not tolerated at Nazarene Theological Seminary. Any person enrolled or employed by the Seminary who believes that he/she has been a victim of some form of sexual harassment should report the incident immediately. The Seminary will take prompt, effective action to end any sexual harassment, prevent its recurrence and, as appropriate, remedy its effects. The perpetrator is subject to disciplinary proceedings. Before, during, and after disciplinary proceedings, the Seminary will take all necessary steps to protect the victim from additional harassment on campus.

Persons to Whom Complaints of Sexual Harassment Should Be Made

Persons who feel that they have been sexually harassed should report the matter immediately to the liaisons listed in the following sections. The liaison(s), upon receipt of the complaint, shall report the allegation to the Registrar.

Complaints By or On Behalf of a Student

A student or an employee (either faculty or staff), who has knowledge of the harassment of a student, should report allegations of sexual harassment immediately to the Dean of the Faculty, the Dean for Administration, or the Registrar. A sexual harassment grievance filing form and assistance are available from the above individuals.

Complaints By an Employee

A faculty member should report allegations of personal sexual harassment to the Dean of the Faculty, Dean for Administration, or Registrar. A staff employee should report allegations of personal sexual harassment to the Dean for Administration or Registrar.

Alternate Liaisons

In the event a party desiring to report sexual harassment believes the individual designated to receive his/her complaint is associated with the allegation, the party may report the allegation directly to the President and/or Registrar.

Complaints Against an Administrator

All allegations of sexual harassment involving an administrative officer shall be reported to the President or any member of the Executive Committee of the Board of Trustees. An allegation of sexual harassment involving the President shall be reported to any member of the Executive Committee of the Board of Trustees.

Complaints Against a Trustee

An allegation of sexual harassment involving a Board of Trustee member shall be reported to the Chair of the Board of Trustees or any member of the Executive Committee of the Board of Trustees.

Procedure for Making an Informal or Formal Sexual Harassment Complaint

Informal Complaint

If the complaint is not placed in a formal complaint, the matter will be handled informally by the designated sexual harassment liaison(s). The liaison will report the matter to the Registrar. If the informal process does not successfully resolve the complaint, a formal complaint may be filed and the formal complaint process followed. It should be noted, however, that even if no formal complaint is filed, the Seminary has a duty to investigate all concerns of sexual harassment, regardless of the complainant's cooperation, to the extent that it is able to do so without cooperation.

Formal Complaint

Against a Student

All formal allegations of sexual harassment involving students will be investigated immediately and impartially by a Seminary representative designated by the President. If the determination is made by the investigating representative that sexual harassment has occurred, the liaison will decide on the appropriate disciplinary action up to and including expulsion from the Seminary and will inform the complainant and the alleged perpetrator of said action. Either the complainant or the alleged perpetrator may appeal the decision to the Seminary Cabinet, which shall serve as a final review and appeal for all cases of alleged student sexual harassment. Cases involving students and employees will follow the employee process, in consultation with the President.

Against an Employee

In the event a member of the faculty or staff is alleged to have engaged in an act of sexual harassment, the Registrar shall undertake an initial investigation to determine whether the matter can be resolved or should be referred to a three-member review panel. The review panel shall be appointed by the President and will consist of a Cabinet member, faculty member, and staff member, who shall investigate the matter and decide on the appropriate disciplinary action up to and including termination from employment. The review panel will report the decision to the complainant and the alleged perpetrator. Either the complainant or the alleged perpetrator may appeal the decision to the President, whose decision shall be final.

Against an Administrator or a Trustee

In the event an allegation of sexual harassment involves a member of the President's Cabinet, including the President, or a member of the Board of Trustees, the chairman of the Board of Trustees shall appoint a three-member panel consisting of a faculty member, Board of Trustee member (not a member of the Executive Committee), and an Executive Committee member, who shall investigate the matter and make recommendations as outlined hereinafter. In the event a Cabinet member other than the President is involved, the investigating panel's recommendation shall go to the President. The President shall act upon the recommendation after consulting with the Executive Committee. In the event the allegations involve the President, the Chairman of the Board of Trustees shall receive the investigating panel's recommendation and shall act on those recommendations after consulting with the Executive Committee of the Board of Trustees.

Against a Third Party

Appropriate measures within legal boundaries will be taken to restrict a third party perpetrator from the Seminary campus and to prevent future occurrences.

Retaliation against Anyone Who Reports Sexual Harassment is Prohibited

The Seminary prohibits retaliation against anyone reporting or cooperating in the investigation of a sexual harassment complaint. Strong, responsive action will be taken if retaliation occurs. Students and employees will not suffer adverse consequences as a result of reporting sexual harassment in good faith.

Addendum:

- All records of the investigation shall remain confidential and subject to release only to the panel and the reviewer, unless otherwise required by law. The final decision shall be conveyed to both the complainant and the alleged perpetrator.
- Panel members shall not consist of individuals all of the same gender.
- The individual appointing the reviewing panel shall not serve on the panel.
- The reviewing panel shall consult with the Seminary's legal counsel when necessary.

DRUG ABUSE PREVENTION PROGRAM

The Drug Abuse Prevention Program of Nazarene Theological Seminary is written to comply with "The Drug-Free Schools and Communities Act Amendments of 1989" (Public Law 101-226).

Standards of Conduct

Nazarene Theological Seminary is an official institution of the Church of the Nazarene and supports the covenant of Christ and conduct of the church as set forth in the Manual of the Church of the Nazarene. Positively, these rules emphasize wholesome and character building modes of conduct. Negatively, the rules prohibit the drinking of alcoholic beverages, illegal use of narcotic or hallucinatory drugs, the use of tobacco in any form, or marijuana; immoral sexual conduct; gambling; use of profane or vulgar language; and possession of obscene literature. In addition, disorderly or destructive conduct is not in harmony with the goal of character building, and will not be tolerated. The unlawful possession, use, or distribution of illicit drugs and alcohol by students and/or employees on the property of Nazarene Theological Seminary or at any of the activities sponsored by the institution is considered to be sufficient reason for dismissing a person as a student in the institution and for terminating the service of an employee.

Violation of Seminary policies or regulations can, upon review by the Seminary administration, result in dismissal from this institution. The decision whether or not the infraction warrants dismissal will be made by the President, Dean of the Faculty, Dean for Administration, the Registrar, and Director of Library Services.

The Drug Abuse Prevention policy of Nazarene Theological Seminary provides that either a student or an employee may, upon the first infraction of the code of conduct stated above, be dismissed as a student or terminated as an employee. Because of

circumstances the Seminary administration may judge to be of a mitigating nature, it may choose not to dismiss a student or to terminate the services of an employee. In such cases the offending party will be required to participate in a Drug Abuse Prevention Program administered by Center Point Counseling and Recovery Center, 9221 Ward Parkway, Kansas City, MO (816-444-5511). Cost for participating in the program will be born by the employee or student. A person who participates in the Center Point program will be considered on probation until Center Point certifies that he/she has successfully completed the Center Point Drug Rehabilitation Program.

Drug and Alcohol Rehabilitation Programs Available to Students and Employees: Nazarene Theological Seminary has entered into an agreement with Center Point Counseling and Recovery Center of Kansas City, MO. According to the agreement, Center Point will conduct any drug or alcohol program needed by a student or an employee of Nazarene Theological Seminary. Center Point, therefore, is the official agency through which all Drug Rehabilitation needed by students or employees of Nazarene Theological Seminary will be conducted.

Institution Imposed Sanctions

The sanctions imposed by Nazarene Theological Seminary on students or employees who violate the code of conduct are stated in the official Student Handbook of the institution (page 40). Breaking either local, state or federal laws against drug or alcohol abuse will include expulsion or termination of employment. The Seminary retains the right to dismiss a student or terminate an employee upon the first infraction against local, state or federal law. The seminary administration, after a review of all circumstances, may choose to refer the offender to Center Point Counseling and Recovery Center, Kansas City, MO for participation in the Center Point Drug Rehabilitation Program. If the administration of the institution chooses to refer a student or employee to Center Point rather than to either dismiss the student or terminate the employee then the person participating in the Center Point program will be placed on probation until Center Point certifies successful completion of its rehabilitation program.

Review of the Nazarene Theological Seminary Drug Abuse Prevention Program

The Drug Abuse prevention program of Nazarene Theological Seminary will be reviewed on an as needed basis to a) determine its effectiveness and implement changes if they are needed; b) to insure that the sanctions developed are consistently enforced.

Legal Sanctions

Because of the harmful effects of alcohol and drug abuse, local, state and federal governments have enacted laws making it a criminal offense to unlawfully possess, use or distribute illicit drugs or alcohol. These laws cover the “one time,” “social” or

“recreational” users, as well as the alcoholic and drug addict. In order to assist you in understanding the potential legal implications of such conduct, a summary of the criminal sanctions that may be imposed under local, state, and federal laws is provided below.

Alcohol

Missouri Law: Any person under the age of 21 who purchases or attempts to purchase, or has in his or her possession any intoxicating liquor, is guilty of a misdemeanor and may, upon conviction, be punished by a fine between \$50 and \$1,000 or by CAMPUS imprisonment for up to one year, or both. Persons who knowingly furnish alcohol to minors are also guilty of a misdemeanor and subject to the same sanctions.

Illicit Drugs

The severity of sanctions imposed for both possession and distribution offenses depend on the quantity of drugs, prior convictions, and whether death or serious injury resulted. Sanctions may be increased for offenses that involve distribution to minors or occur on or near Seminary premises. In addition, other federal laws require or permit forfeiture of personal or real property used to illegally possess, facilitate possession, transport or conceal a controlled substance. A person’s right to purchase or receive a firearm or receive federal benefits, such as student loans, grants, contracts, or professional or commercial licenses, may also be revoked or denied as a result of drug conviction.

Missouri Law: The penalty for persons convicted of possession of illicit drugs in Missouri includes a prison sentence up to 7 years and a maximum fine of \$15,000, unless an offense involves smaller quantities (35 gms. or less), which is punishable from 1 to 3 years in prison and a fine of \$5,000.

<http://www.moga.mo.gov/STATUTES/C195.HTM>

Federal Law: A conviction for possession of illicit drugs carries prison sentences and fines. This information can be viewed at:

<http://www.usdoj.gov/dea/agency/penalties.htm>

For additional information on programs and policies of U.S. college campuses see the Higher Education Center for Alcohol and Drug Prevention website:

<http://www.higheredcenter.org>, Phone: 800-676-1730

Any questions concerning this crime report and these security and safety guidelines may be directed to D. Martin Butler, Dean for Administration at 816-268-5421.