

Maryville University - Main Campus
2019 COMBINED ANNUAL SECURITY REPORT & FIRE SAFETY REPORT
Crime and Fire Statistics for 2016, 2017 and 2018
(Information for 2019-2020 Academic Year)

Introduction

This report is provided in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act, as amended. It provides students and employees of Maryville University - Main Campus ("University") with information on: the University's security arrangements, policies and procedures; programs that provide education on such things as drug and alcohol abuse, awareness of various kinds of sex offenses, and the prevention of crime generally; and procedures the University will take to notify the campus community in the event of an emergency. Its purpose is to provide students and employees with information that will help them make informed decisions relating to their own safety and the safety of others.

Policy for Preparing the Annual Report

This report is prepared by the Director of Public Safety in cooperation with local law enforcement authorities and includes information provided by them as well as by the University's campus security authorities and various other elements of the University. Each year an e-mail notification is made to all enrolled students and employees that provides the website link to access this report. Prospective students and employees are also notified of the report's availability. Hard copies of the report may also be obtained at no cost by contacting Maryville University Public Safety Office, Buder Commons, 635 Maryville University Drive, St. Louis, MO 63141, 314-529-9500.

The University is committed to taking the actions necessary to provide a safe and secure working/learning environment for all students and staff. As a member of the campus community, you can feel safe and comfortable knowing that security procedures are in place that represent best practices in the field, and are constantly tested and re-evaluated for their effectiveness.

General Safety and Security Policies

Campus Security Personnel & Relationship with Local Law Enforcement

The Maryville University Department of Public Safety is responsible for campus safety at the University.

Public Safety provides security related services including but not limited to: Crime prevention, responding to incidents of crime, reporting/documentation, initial response to fire hazards, medical

assistance, residential security matters, key lock protocols and student code of conduct matters. The public safety department provides these services as non-sworn security responders. Public Safety Officers are Security officers and are not sworn officers, and they therefore do not have the power to arrest. However, they are responsible for enforcing university policies, and those policies include enforcing violations of the law. Public Safety Officers document violations of University policy/law and contact local law enforcement agencies to report observed violations of federal laws and state law. Public Safety Officers are certified as outlined in the St. Louis County Ordinance 701.115. The jurisdiction of the public safety department consists of the main campus (650 Maryville University Drive, St. Louis) located within the city limits of Town & Country. This jurisdiction includes all administration, academic and sports facilities, residence halls, maintenance yards and open spaces.

The public safety department consists of a Director who is charged with oversight of the overall operations, an Assistant Director of Public Safety who manages patrol services daily functions, Sergeants who are responsible for supervision for shift personnel and officers who carry out security and parking services and office support personnel.

While the University does not have any written agreements with local law enforcement agencies regarding the investigation or crimes or other matters, it does maintain a close working relationship with local police. The public safety department works with Town & Country Police Department, Chesterfield Police Department, and St. Louis County Police Department. Town & Country Police Department provide law enforcement services to the university beyond the capability of the public safety department.

Campus Security Authorities

The University has designated certain officials to serve as campus security authorities. Reports of criminal activity can be made to these officials. They in turn will ensure that the crimes are reported for collection as part of the University's annual report of crime statistics. The campus security authorities to whom the University would prefer that crimes be reported are listed below.

- Department of Public Safety at 314-529-9500
- Title IX Coordinator at 314-529-9981
- Dean of Students at 314-529-9476
- Residential Life Director at 314-529-9362
- Athletic Director at 314-529-9288
- Health & Wellness Staff at 314-529-9520
- Director of Student Involvement at 314-529-9388
- Assistant Dean of Diversity and Inclusion at 314-529-9434
- Director of Academic Success at 314-529-6303

Reporting a Crime or Emergency

The University encourages accurate and prompt reporting of all criminal actions, emergencies, or other incidents occurring on campus, on other property owned by the University, or on nearby public property to the appropriate administrator and appropriate police agencies. Such a report is encouraged even when the victim of a crime elects not to make a report or is unable to do so.

Reporting may be accomplished by contacting the public safety department directly at **314.529.9500**. *If there is an actual emergency requiring police, fire or medical response, please call 911 from a campus phone.* In addition, several blue light emergency phones are located on campus. These phones automatically ring to the public safety cell phone.

Public safety is available 24 hours a day and will respond immediately to your location. Response time may be affected by various factors, such as the number and location of available personnel and/or their involvement at the time a report is received. Response to an incident may also involve other personnel *e.g.*, Office of Student Life in an incident of violence, members from 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 beyond the capabilities of public safety. To contact Town & Country police, who have law enforcement jurisdiction covering the Maryville University campus, please dial 314.737.4600 for the non-emergency number. “**911**” should be dialed in an emergency.

If you are unsure what you have witnessed or experienced is a crime, please contact the public safety department and we will assist you with your situation. Public safety officers are available 24 hours a day to answer your calls. In response to a call, public safety will take the required action, either dispatching an officer to your location, asking you to come to our office, or assisting you in contacting another agency such as the Town & Country Police Department.

All criminal and policy violation reports are forwarded to the Office of Student Life for review for potential conduct action. If assistance is required from the Town & Country Police Department or the West County Fire Department, a public safety officer will contact the appropriate unit.

By promptly reporting crimes to the public safety department (314) 529-9500 and/or:

- Title IX Coordinator at 314-529-9981
- Dean of Students at 314-529-9476

it will ensure inclusion in the annual crime statistics and will aid in providing timely warning notices to the community, when appropriate.

Confidential Reporting

The University will protect the confidentiality of victims. Only those with a need to know the identity for purposes of investigating the crime, assisting the victim or disciplining the perpetrator will know the victim’s identity.

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 a designee of Maryville can file a report on the details of the incident without revealing your identity, except in cases of sexual violence, which we are required to report to the Title IX coordinator. 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 crimes statistics for the institution.

The University encourages its professional counselors, if and when they deem it appropriate, to inform the person they are counseling to report crimes on a voluntary, confidential basis for inclusion in the annual report of crime statistics. The University does not have pastoral counselors.

Daily Crime Log

MU Department of Public Safety maintains a Daily Crime Log which is available to the public for review, at the MU Department of Public Safety Office in the Buder Commons building, 635 Maryville University Dr. St. Louis, MO from 8 a.m.– 4:30 p.m. Monday through Friday, excluding holidays.

Security of and Access to Campus Facilities

Access to campus buildings and grounds is a privilege extended to students, faculty, staff, and visitors. The university encourages an open environment with limited constraints 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 controlled by card access after normal business hours, and all of these buildings have varied levels of access. Most academic and administrative buildings do not have a public safety officer assigned to them. However, officers patrol the academic, administrative and residence hall buildings on a regular basis to evaluate and monitor security related matters. For information about the access protocol for a specific building, see the building manager, a department head, or contact public safety at **314.529.9500**.

All residence halls are equipped with an automated card access control system on the exterior doors that are used by students to enter their building. Guests and other visitors may visit residence halls as long as they have been authorized by a member of the community. The security doors to student residence halls remain locked 24 hours a day.

Maryville University is committed to campus safety and security. Exterior lighting and landscape control is a critical part of that commitment. Members of the facilities and public safety departments periodically conduct security surveys to ensure campus lighting is adequate and the landscape appropriately controlled. Public safety officers conduct routine checks of lighting on campus during regular assigned patrol duties. If they observe that some lights are out or very dim they will initiate a service request for facilities to repair the problem. We encourage community members to report any deficiency in lighting to facilities at 314.529.9304 or public safety at 314.529.9500. 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, etc. Public safety officers, on a scheduled basis, check the university's emergency blue light phones, fire extinguishers, sprinkler valves, panic alarms, ADA doors, CCTV systems, etc., and document their findings by completing a checklist and completing a work order for 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 complete a work order form through the Maryville portal system before any work orders can be completed. This form allows the student to decide if he/she would like to be present when the work order is completed (which must be mentioned in the work order). In times of emergency, members of the facilities department 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 facilities (or designee).

Educational Programs Related to Security Awareness and Prevention of Criminal Activity

The University seeks to enhance the security of its campus and the members of the campus community by periodically presenting educational programs to inform students and employees about campus security procedures and practices, to encourage students and employees to be responsible for their own security and the security of others and to inform them about the prevention of crimes. These programs are discussed below.

During orientation in August and throughout the month of September during “Campus Safety Month”, students are informed about a variety of services offered by the public safety department. Crime prevention programs and sexual assault prevention programs are offered on a continual basis. Periodically, during the academic year, the public safety department, in cooperation with other university organizations and departments, presents crime prevention awareness sessions on sexual assault, stalking, domestic and dating violence, alcohol abuse, date rape drugs, theft prevention, etc. During the 2018-2019 academic year, MU offered approximately thirteen crime prevention and security awareness programs. Topics such as personal safety, residence hall security, drug and alcohol abuse awareness and sexual assault prevention are some examples of programs offered during the prior academic year.

When a new employee is hired, the Office of Human Resources provides information on how to obtain a copy of the Annual Security Report. This report contains information pertaining to campus security procedures, practices and crime prevention programs. All employees are encouraged to participate in programs offered by the public safety department.

All members of the community are continually reminded they must be responsible for their own security and the security of others. This message is reinforced through security awareness programs offered by the department, the annual disclosure form, in the "timely warnings" distributed to the campus community, and with the department motto “It takes all of us working together to keep the campus safe”.

Monitoring Off Campus Locations of Recognized Student Organizations

The University does not have any officially recognized student organizations with off campus locations and therefore does not monitor or record criminal conduct occurring at such locations.

Disclosure of the Outcome of a Crime of Violence or Non-Forcible Sex Offense

Upon written request, the University will disclose to the alleged victim of a crime of violence (as that term is defined in section 16 of title 18, United States Code), or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by the University against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of the paragraph.

The previous paragraph does not apply to victims of dating violence, domestic violence, sexual assault, or stalking because under the Violence Against Women Act both the accused and accuser in these cases are given the results without the need to make a written request.

Drug and Alcohol Policy

The use, sale, delivery, possession and consumption of alcoholic beverages in or on any property owned or controlled by the university are strictly prohibited except as specifically stated in university policy. The public safety department enforces all University policies. Any 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 person(s) under the age of 21 and State underage drinking laws fall under the jurisdiction of Town & Country Police or other MO police agencies, though the University will assist these agencies in doing so as necessary.

It is also a violation of university policy to possess alcohol in any public area of campus even if the person in possession is of legal age. Any groups or persons violating the alcohol/substance policies or laws may be subject to arrest by local law enforcement and/or disciplinary sanctions by the university.

Maryville University is committed to promoting the health and safety of its campus community through a program of alcohol education and the implementation of relevant policies. The university enforces 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 community at large.
- 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 by personal choice.
- Those who choose to consume alcoholic beverages should do so responsibly and in moderation.
- Consumption of alcoholic beverages should not be the main focus of an event or the only means of refreshment at an event.
- The responsibility for proper consumption of alcoholic beverages and for compliance with laws of Missouri rests with each individual member of the university community.

Maryville University also enforces policies related to drugs and if the policy is also a violation of federal, state, or local laws, other law enforcement agencies may be involved (that the University will assist as necessary). The possession, sale, manufacture, use or distribution of illegal drugs is prohibited on campus or as any part of the University's activities. Violators of the University's policies or federal and state laws regarding illegal drugs will be subject to disciplinary action and possibly criminal prosecution.

Drug and Alcohol Abuse Prevention Program

In compliance with the Drug-Free Schools and Communities Act, the University has a drug and alcohol abuse and prevention program and conducts a biennial review of this program to evaluate its effectiveness. Mayville University also sends an annual notification to students and employees related to

drugs and alcohol that contains the Alcohol and Controlled Substances Policy. For more information, see below.

- Alcohol and Controlled Substances Policy:
<https://www.maryville.edu/policies/alcohol-and-controlled-substances-policy>
- Alcohol eCHECKUP TO GO webpage:
<https://interwork.sdsu.edu/echeckup/usa/alc/coll/index.php?id=MARYVILLE>
- Biennial review of the University's drug and alcohol abuse prevention program: Copies can be obtained through the Health and Wellness Office located in the University Library, 610 Maryville University Drive, St. Louis, MO 63141.

The following alcohol, and drug, programs were presented by various departments during the calendar year 2018.

- Violence Awareness Month - including Alcohol & Drug Education: Pamphlets, display table, programs and collaborations with other groups on campus.
- Alcohol Awareness Week - A variety of activities including table information and a trivia night.
- E-CHUG - online, alcohol awareness learning tool which is anonymous, personalized and required by athletics.
- Nutrition Counseling – fall and spring have the opportunity to sponsor a dietetic intern from a local IHE to provide information about alcohol calories & nutritional value.
- Stress Relief – midterm and finals – information available about the negative effects of alcohol and other drugs – including OTC Rx and its potential to hinder learning.
- Great Sex Programs – held monthly. Food–Fun–Topics: relationships, sexual health, safety, alcohol and drug impact, personal exploration of feelings and thoughts about self and others.
- Missouri College Health Behavioral Survey was conducted with our undergraduate students to assess their alcohol, tobacco and drug use and the safeguards and consequences of use. Comparison is available with other state of Missouri IHE and 6 other private campuses.
- Step Up - Bystander training which encourages students to help one another in a variety of situations to reduce harm.
- Toilet Papers – Bi-monthly publication posted in bathroom stalls in residence halls and at various other locations that provide brief excerpts on issues of general health, nutrition, alcohol, other drugs and safety.
- LIVE-engaged Grant CHOICES – Offered grant money to student group
- Recovery Group - A program sponsored by Personal Counseling that deals with alcoholism support and education. Expanding efforts to engage students in recovery to improve success at Maryville.
- New Student Orientation – Division for Student Success offered programming during orientation that addressed issues facing college students and resources available to support them. Topics focused on alcohol use/abuse, sexual assault, eating disorders, and long distance relationships.
- Campus Safety Month - Public Safety collaborated with other departments to provide a variety of crime prevention and safety programs throughout the entire month of September.
- Safe Spring break and Safe winter break promotions - about general safety during spring break on Maryville HEROS You Tube.
- Week of Wellness – sexual safety, drunk driving safety, travel safety, etc.

- Arrive Alive Event – Partnership with Town & Country Police and West County Fire and EMS. Topics focused on distracted and drunk driving.

Policies, Procedures, and Programs Related to Dating Violence, Domestic Violence, Sexual Assault, and Stalking

Consistent with applicable laws, the University prohibits dating violence, domestic violence, sexual assault, and stalking. Toward that end, Maryville University issues this statement of policy to inform the campus community of our programs to address domestic violence, dating violence, sexual assault and stalking as well as the procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking, which will be followed regardless of whether the incident occurs on or off campus when it is reported to a University official.

The University’s policy used to address complaints of this nature, as well as the procedures for filing, investigating and resolving complaints, may be found at:

- Sexual Harassment Policy: <https://www.maryville.edu/policies/sexual-harassment-policy/>

The following sections of this report discuss the University’s educational programs to promote the awareness of dating violence, domestic violence, sexual assault and stalking; provides information concerning procedures students and employees should follow and the services available in the event they do become a victim of one of these offenses; and advises students and employees of the disciplinary procedures that will be followed after an allegation that one of these offenses has occurred.

Primary Prevention and Awareness Program

The University conducts a Primary Prevention and Awareness Program (PPAP) for all incoming students and new employees. The PPAP advises campus community members that the University prohibits the offenses of dating violence, domestic violence, sexual assault and stalking. They are also informed of the topics discussed below, including relevant definitions, risk reduction, and bystander intervention.

Crime Definitions

Crime Type (Missouri Revised Statutes)	Definitions
Dating Violence	The institution has determined, based on good-faith research that Missouri law does not define the term dating violence.
Domestic Violence	Missouri’s protective order statutes provide the following definitions (Mo. Rev. Stat. § 455.010):

Crime Type (Missouri Revised Statues)	Definitions
	<ul style="list-style-type: none"> • “Domestic violence” is abuse or stalking committed by a family or household member. • "Family" or "household member", [includes] 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. <p>In addition, Missouri criminal statutes include various degrees of the crime “Domestic Assault,” as follows:</p> <ul style="list-style-type: none"> • Domestic Assault, First Degree (Mo. Rev. Stat. § 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 565.002. <ul style="list-style-type: none"> ▪ Mo Rev. Stat. § 565.002(6) indicates that a “domestic victim” is a household or family member as the term “family” or “household member” is defined in 455.010, including any child who is a member of the household or family. • Domestic Assault in the Second Degree (Mo. Rev. Stat. § 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. • Domestic Assault, Third Degree (Mo. Rev. Stat. § 565.074): A person commits the offense of domestic assault in the third degree if he or she attempts to cause physical injury or knowingly causes physical pain or illness to a domestic victim, as the term "domestic victim" is defined under section 565.002. • Domestic Assault in the Fourth Degree (Mo. Rev. Stat. § 565.076): A person commits the offense of domestic assault in the fourth degree if the act involves a domestic victim, as the term "domestic victim" is defined under section 565.002, and: (1) The person attempts to cause or recklessly causes physical injury, physical pain, or illness to such domestic victim; (2) With criminal negligence the person causes physical injury to such domestic victim by means of a deadly weapon or dangerous instrument; (3) The person purposely places such domestic victim in apprehension of immediate physical injury by any means; (4) The person recklessly engages in conduct which creates a substantial risk of death or serious physical injury to such domestic victim; (5) The person knowingly causes physical

Crime Type (Missouri Revised Statues)	Definitions
	<p>contact with such domestic victim knowing he or she will regard the contact as offensive; or (6) The person knowingly attempts to cause or causes the isolation of such domestic victim by unreasonably and substantially restricting or limiting his or her access to other persons, telecommunication devices or transportation for the purpose of isolation.</p>
<p>Stalking</p>	<ul style="list-style-type: none"> • Stalking, First Degree (Mo. Rev. Stat. § 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 or 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 defined 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 seventeen years of age or younger and the person disturbing the other person is twenty-one 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. • Stalking, Second Degree (Mo. Rev. Stat. § 565.227.1): A person commits the offense of stalking in the second degree if he or she purposely, through his or her course of conduct, disturbs, or follows with the intent to disturb another person. • As used in the definitions of stalking above, the term "disturbs" shall mean to engage in a course of conduct directed at a specific person that serves no legitimate purpose and that would cause a reasonable person under the circumstances to be frightened, intimidated, or emotionally distressed.
<p>Sexual Assault</p>	<p>The institution has determined, based on good-faith research, that Missouri's criminal statutes do not define the term sexual assault.</p> <p>However, Missouri's protective order statutes indicate that "sexual assault" means causing or attempting to cause another to engage involuntarily in any sexual act by force,</p>

Crime Type (Missouri Revised Statues)	Definitions
	threat of force, duress, or without that person’s consent. (Mo. Rev. Stat. § 455.010(1)(e)).
Rape, Fondling, Incest, Statutory Rape	<p>For purposes of the Clery Act, the term “sexual assault” includes the offenses of rape, fondling, incest, and statutory rape. These definitions under Missouri law are as follows:</p> <ul style="list-style-type: none"> • Rape in the First Degree (Mo. Rev. Stat. § 566.030.1): 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 which 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 (Mo. Rev. Stat. § 566.030.1): 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 that person's consent. • Fondling: The institution has determined, based on good-faith research, that Missouri law does not define the term fondling. • Incest (Mo. Rev. Stat. § 568.020.1): 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. • Statutory Rape, First Degree (Mo. Rev. Stat. § 566.032.1): 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 fourteen years of age. • Statutory Rape, Second Degree (Mo. Rev. Stat. § 566.034.1): A person commits the offense of statutory rape in the second degree if being twenty-one years of age or older, he or she has sexual intercourse with another person who is less than seventeen years of age.
Other “sexual assault” crimes	<p>Other crimes under Missouri law that may be classified as a “sexual assault” include the following:</p> <ul style="list-style-type: none"> • Sodomy in the First Degree (Mo. Rev. Stat. § 566.060.1): 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 knowledge or

Crime Type (Missouri Revised Statues)	Definitions
	<p>consent which renders the victim physically or mentally impaired so as to be incapable of making an informed consent to sexual intercourse.</p> <ul style="list-style-type: none"> • Sodomy in the Second Degree (Mo. Rev. Stat. § 566.061.1): A person commits the offense of sodomy in the second degree if he or she has deviate sexual intercourse with another person knowing that he or she does so without that person's consent. • Statutory Sodomy, First Degree (Mo. Rev. Stat. § 566.062.1): 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 fourteen years of age. • Statutory Sodomy, Second Degree (Mo. Rev. Stat. § 566.064.1): A person commits the offense of statutory sodomy in the second degree if being twenty-one years of age or older, he or she has deviate sexual intercourse with another person who is less than seventeen years of age. • Child Molestation, First Degree (Mo. Rev. Stat. § 566.067.1): A person commits the offense of child molestation in the first degree if he or she subjects another person who is less than fourteen years of age to sexual contact and the offense is an aggravated sexual offense. • Child Molestation, Second Degree (Mo. Rev. Stat. § 566.068.1): A person commits the offense of child molestation in the second degree if he or she: (1) Subjects a child who is less than twelve years of age to sexual contact; or (2) Being more than four years older than a child who is less than seventeen years of age, subjects the child to sexual contact and the offense is an aggravated sexual offense. • Child Molestation, Third Degree (Mo. Rev. Stat. § 566.069.1): A person commits the offense of child molestation in the third degree if he or she subjects a child who is less than fourteen years of age to sexual contact. • Child Molestation, Fourth Degree (Mo. Rev. Stat. § 566.071.1): A person commits the offense of child molestation in the fourth degree if, being more than four years older than a child who is less than seventeen years of age, subjects the child to sexual contact. • Sexual Misconduct Involving a Child (Mo. Rev. Stat. § 566.083.1): A person commits the offense of sexual misconduct involving a child if such person: (1) Knowingly exposes his or her genitals to a child less than fifteen years of age under circumstances in which he or she knows that his or her conduct is likely to cause affront or alarm to the child; (2) Knowingly exposes his or her genitals to a child less than fifteen years of age for the purpose of arousing or gratifying the sexual desire of any person, including the child; (3) Knowingly coerces or induces a child less than fifteen years of age to expose the child's genitals for the purpose of arousing or gratifying the sexual desire of any person, including the child; or (4)

Crime Type (Missouri Revised Statues)	Definitions
	<p>Knowingly coerces or induces a child who is known by such person to be less than fifteen years of age to expose the breasts of a female child through the internet or other electronic means for the purpose of arousing or gratifying the sexual desire of any person, including the child.</p> <ul style="list-style-type: none"> • Sexual Misconduct, First Degree (Mo. Rev. Stat. § 566.093.1): A person commits the offense of sexual misconduct in the first degree if such person: (1) Exposes his or her genitals under circumstances in which he or she knows that his or her conduct is likely to cause affront or alarm; (2) Has sexual contact in the presence of a third person or persons under circumstances in which he or she knows that such conduct is likely to cause affront or alarm; or (3) Has sexual intercourse or deviate sexual intercourse in a public place in the presence of a third person. • Second Degree Sexual Misconduct (Mo. Rev. Stat. § 566.095.1): A person commits the offense of sexual misconduct in the second degree if he or she solicits or requests another person to engage in sexual conduct under circumstances in which he or she knows that such request or solicitation is likely to cause affront or alarm. • Sexual Abuse in the First Degree (Mo. Rev. Stat. § 566.100.1): A person commits the offense of sexual abuse in the first degree if he or she subjects another person to sexual contact when that person is incapacitated, incapable of consent, or lacks the capacity to consent, or by the use of forcible compulsion. • Sexual Abuse, Second Degree (Mo. Rev. Stat. § 566.101.1): A person commits the offense of sexual abuse in the second degree if he or she purposely subjects another person to sexual contact without that person's consent.
<p>Consent (as it relates to sexual activity) (Mo. Rev. Stat. § 556.061(14))</p>	<p>Consent or lack of consent may be expressed or implied. Assent does not constitute consent if: (a) It is given by a person who lacks the mental capacity to authorize the conduct charged to constitute the offense and such mental incapacity is manifest or known to the actor; or (b) It is given by a person who by reason of youth, mental disease or defect, intoxication, a drug-induced state, or any other reason is manifestly unable or known by the actor to be unable to make a reasonable judgment as to the nature or harmfulness of the conduct charged to constitute the offense; or (c) It is induced by force, duress or deception.</p>

University Definition of Consent

The University uses the following definition of consent in its Sexual Harassment Policy for the purpose of determining whether sexual violence (including sexual assault) has occurred:

The expectations of the University Community regarding sexual harassment (including sexual violence/assault) can be summarized as follows: In order for individuals to engage in sexual activity of any

type with each other, there must be clear, knowing, and voluntary consent prior to and during sexual activity. Consent requires an affirmative act or statement by each participant. Consent is not passive. Silence—without actions demonstrating permission—cannot be assumed to show consent. Anything but a clear, knowing and voluntary consent to any sexual activity is equivalent to a “no”.

Consent to some form of sexual activity cannot be automatically taken as consent to any other form of sexual activity.

Previous relationships or prior consent do not imply consent to future sexual acts.

If coercion, intimidation, threats, and/or physical force are used, there is no consent.

If a person is mentally or physically incapacitated or impaired such that the person cannot understand the fact, nature, or extent of the sexual situation, there is no consent.

In order to give effective consent, a person must be of legal age. In the State of Missouri, the legal age of consent is 14. (If you are over 18 but fewer than 21, the age of consent is 14. If you are over 21, you may not have sexual intercourse with anyone under 17.) Sexual acts with someone less than 14 are a violation of state law and of this policy.

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.”¹ We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. Below is a list² of some ways to be an active bystander. If you or someone else is in immediate danger, dial 911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

1. Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.
2. Confront people who seclude, hit on, try to make out 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 in health, counseling, or with legal assistance.

¹ Burn, S.M. (2009). A situational model of sexual assault prevention through bystander intervention. *Sex Roles*, 60, 779-792.

² Bystander intervention strategies \adapted from Stanford University’s Office of Sexual Assault & Relationship Abuse

Risk Reduction

With no intent to victim blame and recognizing that only abusers are responsible for their abuse, the following are some strategies to reduce one's risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, www.rainn.org)

1. **Be aware** of your surroundings. Knowing where you are and who is around you may help you to 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 don't know where you are going, act like you do.
4. **Trust your instincts**. If a situation or location feels unsafe or uncomfortable, it probably isn't 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. **Don't allow yourself to be isolated** with someone you don't trust or someone you don't 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. **Don't leave your drink unattended** while talking, dancing, using the restroom, or making a phone call. If you've left your drink alone, just get a new one.
12. **Don't accept drinks from people you don't 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, don't drink from the punch bowls or other large, common open containers.
13. **Watch out for your friends, and vice versa**. If a friend seems out of it, is way too intoxicated for the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately.
14. **If you suspect you or a friend has 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 others).
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**. Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.
 - c. **Have a code word with your friends or family** so that if you don't feel

comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.

- d. **Lie.** If you don't 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.
1. **Try to think of an escape route.** How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
2. **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.

Other Information Covered by the PPAP

The PPAP also provides information on possible sanctions and protective measures that may be imposed following a determination that an offense of dating violence, domestic violence, sexual assault, or stalking has occurred, an explanation of the disciplinary procedures that will be followed when one of these offenses is alleged, the rights of the parties in such a proceeding, available resources, and other pertinent information. Much of this information is set forth in the upcoming sections of this security report.

Ongoing Prevention and Awareness Campaign:

The University also conducts an Ongoing Prevention and Awareness Campaign (OPAC) aimed at all students and employees. This campaign covers the same material as provided in the PPAP, but is intended to increase the understanding of students and employees on these topics and to improve their skills for addressing the offenses of dating violence, domestic violence, sexual assault and stalking.

PPAP and OPAC Programming Methods:

The PPAP and OPAC are carried out in a variety of ways, using a range of strategies, and, as appropriate, targeting specific audiences throughout the institution. Some of these programs may involve the distribution of educational materials, inviting guest speakers to campus, providing programs to the community, programs during orientation, addressing topics during academic classes (i.e. First Year Experience), etc. In addition, the university offers several programs dealing with issues of sexual assault prevention. During orientation, the orientation leaders speak to incoming students about the issues of sexual assault, alcohol abuse, domestic violence, etc. In addition, health & wellness and personal counseling provide several programs throughout the year that deal with sexual assault prevention. The public safety department offers R.A.D. Defense, which is a 12- hour course that discusses issues of sexual assault, acquaintance rape, and other forcible and non-forcible sex offenses and how not to become a victim of these crimes. Several hours are spent teaching women how to be safe and learning basic self-defense techniques to assist them should they be attacked. For more information on programs offered through public safety, contact the Public Safety Department at 314.529.9500.

Health & Wellness, Personal Counseling, Public Safety, and several student groups provide several programs throughout the year that deal with domestic and other types of interpersonal violence, personal safety, alcohol and drug abuse, etc. They also distribute a variety of brochures about the harmful effects

of drugs, alcohol, and tobacco and promote the Missouri Department of Highway Safety– C.H.E.E.R.S. program that promotes free soda for designated drivers at local bars and restaurants.

These are some of the following alcohol, drug, and sexual assault programs presented by various departments during the calendar year 2018. Topics ranged from alcohol and drug issues, sexual health, smoking, wellness, nutrition, exercise, stress relief, self-care tips, resources in the area, HPV vaccine information, etc.

- Violence Awareness Month - including Alcohol & Drug Education: Pamphlets, display table, programs and collaborations with other groups on campus
- Alcohol Awareness Week - A variety of activities including table information and a trivia night.
- E-CHUG - online, alcohol awareness learning tool which is anonymous, personalized and required by athletics.
- Nutrition Counseling – fall and spring have the opportunity to sponsor a dietetic intern from a local IHE to provide information about alcohol calories & nutritional value.
- Stress Relief – midterm and finals – information available about the negative effects of alcohol and other drugs – including OTC Rx and its potential to hinder learning.
- Great Sex Programs – held monthly. Food–Fun–Topics: relationships, sexual health, safety, alcohol and drug impact, personal exploration of feelings and thoughts about self and others.
- Missouri College Health Behavioral Survey was conducted with our undergraduate students to assess their alcohol, tobacco and drug use and the safeguards and consequences of use. Comparison is available with other state of Missouri IHE and 6 other private campuses.
- Social Norming campaign – dispelling myths about whether or not students want other students to intervene when in trouble– This is mostly done during our BEST DAY EVER promotion during the fall and spring.
- Health Educators promoting Responsible Options (Hero’s) - train specific student groups who influence other students encouraging the promotion of health and wellness topics throughout the year including resources.
- Step Up - Bystander training which encourages students to help one another in a variety of situations to reduce harm.
- Toilet Papers – Bi-monthly publication posted in bathroom stalls in residence halls and at various other locations that provide brief excerpts on issues of general health, nutrition, alcohol, other drugs and safety
- LIVEengaged Grant CHOICES – Offered grant money to student groups who would like to conduct a learning experience about alcohol, tobacco or other drug focus.
- Recovery Group - A program sponsored by Personal Counseling that deals with alcoholism support and education. Expanding efforts to engage students in recovery to improve success at Maryville.
- Meditation - on-going mediation for students, staff and faculty to improve wellbeing and reduce stress.
- New Student Orientation – Division for Student Success offered programming during orientation that addressed issues facing college students and resources available to support them. Topics focused on alcohol use/abuse, sexual assault, eating disorders, and long distance relationships.
- Campus Safety Month - Public Safety collaborated with other departments to provide a variety of crime prevention and safety programs throughout the entire month of September.
- Ask, Listen, Refer – suicide prevention tool used by faculty/staff and students to help people know how to help someone they suspect is suicidal

- Circle of 6 Safety App - during promotions with Center for Civic Engagement and Democracy and Men stepping up to prevent domestic/relationship violence
- Safe Spring break and Safe winter break promotions - about general safety during spring break on Maryville HEROS YouTube.
- Week of Wellness – sexual safety, drunk driving safety, travel safety, etc.

Procedures to Follow if You are a Victim of Dating Violence, Domestic Violence, Sexual Assault, or Stalking:

If you are a victim of a sexual assault, domestic violence, dating violence, or stalking, go to a safe place and call 911 or the Department of Public Safety at 314-529-9500. At the earliest opportunity, you should also contact the University’s Title IX Coordinator at 314-529-9981 or by visiting the Donius University Center, Suite 100.

Victims will be notified in writing of the procedures to follow, including:

1. To whom and how the alleged offense should be reported (contact the Title IX Coordinator or refer to the other resources listed in this report).
2. The importance of preserving evidence that may be necessary to prove the offense in a criminal proceeding or disciplinary action or to obtain a protective order.
3. The victim’s options regarding notification to law enforcement, which are: (a) the option to notify either on-campus or local police; (b) the option to be assisted by campus security authorities in notifying law enforcement if the victim so chooses (the institution is obligated to comply with such a request if it is made); and (c) the option to decline to notify such authorities.
4. Where applicable, the rights of victims and the institution’s responsibilities regarding orders of protection, no-contact orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court.

If a report of domestic violence, dating violence, sexual assault or stalking is reported to the University, below are the procedures that the University will follow:

Incident Being Reported	Procedure Institution Will Follow
Sexual Assault	<ol style="list-style-type: none"> 1. Depending on when reported (immediate vs delayed report), institution will provide complainant with access to medical care 2. Institution will assess immediate safety needs of complainant 3. Institution will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department 4. Institution will provide complainant with referrals to on and off campus mental health providers 5. Institution will assess need to implement interim or long-term protective measures, if appropriate.

	<ol style="list-style-type: none"> 6. Institution will provide the victim with a written explanation of the victim’s rights and options 7. Institution will provide a “No trespass” (PNG) directive to accused party if deemed appropriate 8. Institution will provide written instructions on how to apply for Protective Order 9. Institution will provide a copy of the policy applicable to Sexual Assault to the complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution 10. Institution will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is 11. Institution will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation
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<p>Stalking</p>	<ol style="list-style-type: none"> 1. Institution will assess immediate safety needs of complainant 2. Institution will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department 3. Institution will provide written instructions on how to apply for Protective Order 4. Institution will provide written information to complainant on how to preserve evidence 5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate 6. Institution will provide the victim with a written explanation of the victim’s rights and options 7. Institution will provide a “No trespass” (PNG) directive to accused party if deemed appropriate
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<p>Dating Violence</p>	<ol style="list-style-type: none"> 1. Institution will assess immediate safety needs of complainant 2. Institution will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department 3. Institution will provide written instructions on how to apply for Protective Order 4. Institution will provide written information to complainant on how to preserve evidence 5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate 6. Institution will provide the victim with a written explanation of the victim’s rights and options
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	7. Institution will provide a “No trespass” (PNG) directive to accused party if deemed appropriate
Domestic Violence	<ol style="list-style-type: none"> 3. Institution will assess immediate safety needs of complainant 4. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department 5. Institution will provide written instructions on how to apply for Protective Order 6. Institution will provide written information to complainant on how to preserve evidence 7. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate 8. Institution will provide the victim with a written explanation of the victim’s rights and options 9. Institution will provide a “No trespass” (PNG) directive to accused party if deemed appropriate

Preservation of Evidence & Forensic Examinations

Victims of physical assault are advised to not remove clothing items worn during or following an assault, as they frequently contain valuable fiber, hair, and fluid evidence. Don’t bathe or wash, or otherwise clean the environment in which the assault occurred. You can obtain a forensic examination at:

- St. Luke’s Hospital - 232 South Woods Mill Road, Chesterfield, MO 63017 314-434-1500
- Missouri Baptist University Hospital - 3015 North Ballas Road, St. Louis, MO 63131 314-996-5000
- Mercy Hospital - 615 South New Ballas Road Saint Louis, MO 63141 314-364-3000.

Completing a forensic examination does not require you to file a police report, but having a forensic examination will help preserve evidence in case you decide at a later date to file a police report.

Victims are also advised to retain evidence in electronic formats (e.g., text messages, emails, photos, social media posts, screenshots, etc.). Such evidence is valuable in all situations, and it may be the only type of evidence available in instances of stalking. As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, he or she nevertheless should consider speaking with Campus Public Safety or other law enforcement to preserve evidence in the event that the victim decides to report the incident to law enforcement or the University at a later date to assist in proving that the alleged criminal offense occurred or that may be helpful in obtaining a protection order.

Security/Law Enforcement & How to Make a Police Report

Although the university strongly encourages all members of its community to report violations of this policy to law enforcement (including on campus law enforcement and/or local police), it is the victim's choice whether or not to make such a report. Furthermore, victims have the right to decline to notify law enforcement. However, the University (Director of Public Safety who can be reached at 314-529-9564 or Title IX Coordinator who can be reached at 314-529-9981) will assist any victim with notifying law enforcement if the victim so desires.

- Maryville University Department of Public Safety 314-529-9500
- Town & Country Police Department 1011 Municipal Drive St. Louis, MO 63131 314-737-4600
- To make a police report, a victim should contact the local police agency listed above either by phone or in-person. The victim should provide as much information as possible, including name, address, and when and what occurred, to the best of the victim's ability.

Information about Legal Protection Orders

In Missouri, victims may obtain an Adult Order of Protection, which provides protective relief for victims of domestic violence, stalking, or sexual assault. Information about Adult Orders of Protection may be found at: <http://www.courts.mo.gov/page.jsp?id=533>.

A protection order may be obtained by filing a petition with the court. Courts can issue two types of orders: (1) Ex Parte Orders, which act as a temporary emergency order to protect a victim, for up to 15 days, until a court hearing, and (2) Full Orders of Protection, which may be issued for up to one year. Additional information about the orders may be found at: <http://www.courts.mo.gov/file.jsp?id=69655>.

- A Petition for Order of Protection should be filed for in the Family Court of Saint Louis. The address is: 105 South Central Avenue – Room S16, Clayton, Missouri 63105. The phone number is 314-615-4725. More information is available here: http://stlcountycourts.com/DEP_Family_Court.php
- Information about obtaining an Order of Protection in St. Louis County can be found here: <http://www.stlouiscodvcouncil.com/adultabuseorder.pdf>.
- The circuit court clerk's office can provide the necessary forms and may assist in completing the forms. Forms may also be found online at: <http://www.courts.mo.gov/file.jsp?id=537>. A victim should be prepared to present documentation and/or other forms of evidence when filing for an order of protection.

Victims may contact local domestic violence and sexual assault advocates for assistance in obtaining a protection order.

- Advocates from the St. Louis County Order of Protection Assistance (COPA) program may be available Monday through Friday during regular office hours to meet with Petitioners at the time they are filing the petition for Order of Protection. If you need special accommodations, you may want to contact the COPA office at (314) 615-3210 and schedule an appointment to meet with an advocate.

- Advocates are also available at weekly Domestic Violence (DV) Court dockets and through several community domestic violence agencies. <http://www.stlcountycourts.com/family-court/adult-abuse-domestic-violence-court/>.

When a protection order is granted, it is enforceable statewide. If you have obtained a protection order and need it to be enforced in your area, you should contact the local police department.

The institution will also enforce any temporary restraining order or other no contact order against the alleged perpetrator from a criminal, civil, or tribal court. Any student or employee who has a protection order or no contact order should notify the Maryville University Department of Public Safety and provide a copy of the restraining order so that it may be kept on file with the institution and can be enforced on campus, if necessary. Upon learning of any orders, the institution will take all reasonable and legal action to implement the order.

The institution does not issue legal orders of protection. However, as a matter of institutional policy, the institution may impose a no-contact order between individuals in appropriate circumstances. The institution may also issue a “no trespass warning” if information available leads to a reasonable conclusion that an individual is likely to cause harm to any member of the campus community. A person found to be in violation of a No Trespass Warning may be arrested and criminally charged.

Available Victim Services:

Victims will be provided written notification about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available to them, both within the University and in the surrounding community. Those services include:

University Resources

- Health & Wellness Center - Provides students with health education, emergency care and treatment of minor illness or injury, referrals and resources for confidential care. University Library 610 Maryville University Dr. 314-529-9520
- Office of Personal Counseling - Personal Counseling and referral to off-campus resources University Library 610 Maryville University Dr. 314-529-9520
- After Hours Counseling Support Line 314-529-9556.
- Student Financial Aid – Sometimes a victim of a crime may feel the need to take a leave of absence from school. If a student is considering a leave of absence based on the circumstances of a complaint, he/she should understand there may be financial aid implications in taking such leave. This should be discussed with financial aid personnel, and the Title IX Coordinator can assist in facilitating this conversation if desired. The University’s financial aid website can be found at: <https://www.maryville.edu/admissions/financial-aid/>

State/Local Resources

- St. Luke’s Hospital
232 South Woods Mill Road, Chesterfield, MO 63017
314-434-1500
- Missouri Baptist Hospital
3015 North Ballas Road, Saint Louis, MO 63131
314-996-5000

- Mercy Hospital
615 South New Ballas Road, Saint Louis, MO 63141
314-364-3000
- Mercy Hospital Behavioral Health
615 New Ballas Road, Saint Louis, MO 63141
314-251-4845
- St. Anthony's Medical Center
10010 Kennerly Road, Saint Louis, MO 63128
314-525-4400
- St. Mary's Behavioral Health
6420 Clayton Road, Richmond Heights, MO 63117
314-344-6700
- CenterPointe Hospital
763 S. Ballas Road, Suite 130 Saint Louis, MO 63141
1-800-345-5407
- YWCA Advocacy Group/Rape Crisis Center
3820 West Pine Blvd., Saint Louis, MO 63108
314-531-7273-Hotline
314-726-6665
- Legal Services of Eastern Missouri (LSEM)
4232 Park Forest Avenue, St. Louis, MO 63108
314-534-4200
1-800-444-0514

National Resources

- National Domestic Violence Hotline: 1-800-799-7233
- National Sexual Assault Hotline: 1-800-656-4673
- Rape, Abuse and Incest National Network (RAINN):
<https://www.rainn.org/>
- US Dept. of Justice Office on Violence Against Women:
<https://www.justice.gov/ovw>
- National Coalition Against Domestic Violence:
<http://www.ncadv.org/>
- National Sexual Violence Resource Center:
<http://www.nsvrc.org/>
- U.S. Citizenship and Immigration Services:
<https://www.uscis.gov/>
- Immigration Advocates Network:
<https://www.immigrationadvocates.org/>

Accommodations and Protective Measures:

The University will provide written notification to victims about options for, and available assistance in, changing academic, living, transportation, and working situations or protective measures. If victims request these accommodations or protective measures and they are reasonably available the University is obligated to provide them, regardless of whether the victim chooses to report the crime to campus security or local law enforcement. The written notification will include information regarding the accommodation options, available assistance in requesting accommodations, and how to request accommodations and protective measures (i.e., the notification will include the name and contact information for the individual or office that should be contacted to request the accommodations).

Examples of options for a potential change to the academic situation may be to transfer to a different section of a class, withdraw and take a class at another time if there is no option for moving to a different section, etc. Potential changes to living situations may include moving to a different room or residence hall. Possible changes to work situations may include changing working hours. Possible changes in transportation may include having the student or employee park in a different location, assisting the student or employee with a safety escort, etc.

Requests of this nature should be made to the Title IX Coordinator at 314-529-9981 or by visiting the Donius University Center, Suite 100, and the Title IX Coordinator is responsible for deciding what, if any, accommodations or protective measures will be implemented. When determining the reasonableness of such a request, the Title IX Coordinator may consider, among other factors, the following:

- The specific need expressed by the complainant.
- The age of the students involved.
- The severity or pervasiveness of the allegations
- Any continuing effects on the complainant
- Whether the complainant and alleged perpetrator share the same residence hall, dining hall, class, transportation or job location. Whether other judicial measures have been taken to protect the complainant (e.g., civil protection orders).

The University will maintain as confidential any accommodations or protective measures provided a victim to the extent that maintaining confidentiality would not impair the University's ability to provide them. However, there may be times when certain information must be disclosed to a third party in order to implement the accommodation or protective measure. Such decisions will be made by the Title IX Coordinator in light of the surrounding circumstances, and disclosures of this nature will be limited so that only the information necessary to implement the accommodation or protective measure is provided. In the event it is necessary to disclose information about a victim in order to provide an accommodation or protective order, the University will inform the victim of that necessity prior to the disclosure, including which information will be shared, with whom it will be shared and why.

Procedures for Disciplinary Action:

Whether or not criminal charges are filed, the university or a person may file a complaint under the "Sexual Harassment Policy (includes Sexual Violence/Assault)" alleging that a student (Title IX-Sexual Harassment/Misconduct Policy) or employee (University Policy against Discrimination and Harassment)

violated the university's policy on sexual misconduct. Maryville University uses these policies to investigate and adjudicate allegations of dating violence, domestic violence, sexual assault or stalking. Reports of all domestic violence, dating violence, sexual assault and stalking made to public safety will automatically be referred to the Title IX Coordinator for investigation regardless if the complainant chooses to pursue criminal charges.

The complaint resolution procedures are invoked once a complaint is filed to one of the following individuals:

Title IX Coordinator

Karlla Dozier
Donius University Center 110
314-529-9981
kdozier@maryville.edu

Deputy Title IX Coordinator

Joseph Fitzpatrick
Donius University Center 111
314-529-9476
jfitzpatrick@maryville.edu

Maryville's Sexual Harassment policy is available at <https://www.maryville.edu/policies/sexual-harassment-policy/> and provides information including a link to file an OCR report.

Major steps in the policy for Employees (Staff/Faculty):

- A Maryville agent must report with actions described in the policy within 7 day
- Complaint filed with appropriate administrator within a reasonable time
- Investigator consults with Director of Public Safety to determine if there is a serious or continuing threat that may require issuance of a timely warning.
- Investigation is commenced by appropriate administrator or designee.
- Interim measures may be implemented.
- Notification of respondent and appropriate officer/supervisor having jurisdiction over respondent. Written report issued by investigator summarizing investigation, identifying findings of fact and stating whether complaint has been substantiated by a preponderance of the evidence.
- Recommendations as to the appropriate disciplinary and remedial action to be taken if prohibited discrimination occurred.
- Report provided to complainant, respondent and officer/supervisor having jurisdiction over the respondent who is responsible for implementing remedial measures.
- Informal resolutions may be used in lieu of formal investigation and determination:
 - Explain University policies and procedures regarding discrimination and harassment.
 - Help individual evaluate a wide variety of options for informally resolving discrimination complaints.
 - Serving as a facilitator between parties.
 - Serving as a mediator.
 - Referring individuals to other campus resources or counseling.

- The written informal resolution agreement identifies the allegation and remedial measures and is signed by both parties.
- If determined that a violation occurred, the report will include remedial measures, if any, and disciplinary sanctions imposed.

Major steps in the policy for Students:

- Receipt of complaint
- Investigator consults with Director of Public Safety to determine if there is a serious or continuing threat that may require issuance of a timely warning.
- Commence investigation of complaint being made
- Appropriate interim measures taken, if appropriate.
- Investigator will notify the respondent a complaint has been made
- At the conclusion of the investigation, a notice of outcome letter is sent both to the complainant and the respondent. Investigator produces a written report determining the complaint.
- The written report is available to the parties and appropriate officer/supervisor of the University having jurisdiction over the respondent.
 - The written report summarizes the scope of the investigation, identifying the findings of fact determined by a preponderance of the evidence, and determine whether a violation occurred.
 - If determined that a violation occurred, the report will include remedial measures, if any, and disciplinary sanctions imposed.
- Informal resolutions may be used in lieu of formal investigation and determination:
 - Explain University policies and procedures regarding discrimination and harassment.
 - Help individual evaluate a wide variety of options for informally resolving discrimination complaints.
 - Serving as a facilitator between parties.
 - Serving as a mediator.
 - Referring individuals to other campus resources or counseling.
 - The written informal resolution agreement identifies the allegation and remedial measures and is signed by both parties.

If determined that a violation occurred, the report will include remedial measures, if any, and disciplinary sanctions imposed.

Usually, the resolution of domestic violence, dating violence, sexual assault and stalking complaints are completed within 60 days of the report. However, each proceeding allows for extensions of timeframes for good cause with written notice to the accuser and the accused of the delay and the reason for the delay.

Appeal:

The complainant or respondent may appeal the determination of a complaint only on the following grounds: (1) there is a substantial likelihood that newly discovered information, not available at the time evidence was presented to the investigator, would result in a different decision; (2) there was a procedural error significant enough to call the outcome of the investigation into question; (3) there was a clear error in factual findings; (4) there was bias or prejudice on the part of the investigator or the Vice

President for Student Life; or (5) the punishment or the corrective action imposed is disproportionate to the offense.

Appeals must be filed with the Vice President for Academic Affairs or a designee, in cases where the complainant is a student or non-faculty University employee, or with the Vice President for Finance and Facilities or a designee, in cases where the complainant is a faculty University employee, (“Appellate Officer”), within 10 University business days of transmission of the written report from the Vice President for Student Life or a designee determining the outcome of the complaint. The appeal must be in writing and contain the following: (1) name of the complainant; (2) name of the respondent; (3) a statement of the determination of the complaint, including corrective action, if any; (4) a detailed statement of the basis for the appeal including the specific facts, circumstances, and argument in support of it; and (5) requested action, if any.

The appellant may request a meeting with the Appellate Officer, but the decision to grant a meeting is within the Appellate Officer’s discretion. However, if a meeting is granted, then the other party will be granted a similar opportunity.

The Appellate Officer will resolve the appeal within a timely manner of receiving the appeal and may take any and all actions that he/she determines to be in the interest of a fair and just decision. The decision of the Appellate Officer is final. The Appellate Officer shall issue a written statement of the resolution of the appeal, including any changes made to the previous written determination. The written statement shall be provided to the complainant and respondent within a timely manner of reaching the resolution.

During the course of the process described in the previous section, both the accuser and the individual accused of the offense are entitled to:

1. A prompt, fair and impartial process from the initial investigation to the final result.
 - A prompt, fair and impartial process is one that is:
 - Completed within reasonably prompt timeframes designated by the institution’s policy, including a process that allows for the extension of timeframes for good cause, with written notice to the accuser and the accused of the delay and the reason for the delay.
 - Conducted in a manner that:
 - Is consistent with the institution’s policies and transparent to the accuser and the accused.
 - Includes timely notice of meetings at which the accuser or accused, or both, may be present; and
 - Provides timely access to the accuser, the accused and appropriate officials to any information that will be used during the informal and formal disciplinary meetings.
 - Conducted by officials who do not have a conflict of interest or bias for or against the accuser or the accused.
 - Proceedings conducted by officials who, at a minimum, receive annual training on the issues related to dating violence, domestic violence, sexual assault and stalking and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.
 - Such training addresses topics such as relevant evidence and how it should be used during a proceeding, proper techniques for questioning witnesses, basic procedural rules

for conducting a proceeding, and avoiding actual and perceived conflicts of interest. The following conferences and trainings have been attended by University official responsible for implementing the procedures related to the Sexual Harassment Policy:

- University Wide Legal Update
- Advanced Title IX Investigator and Coordinator Training
- Annual Heartland Campus Safety Summit
- The same opportunities to have others present during any institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice. The institution may not limit the choice of the advisor, but may establish limits regarding the extent to which that the advisor may participate in the proceeding, as long as those limits apply equally to both parties.
- Have the outcome determined using the preponderance of the evidence standard.
- Simultaneous, written notification of the results of the proceeding, any procedures for either party to appeal the result, any change to the result, and when the result becomes final. For this purpose, “result” means “any initial, interim and final decision by an official or entity authorized to resolve disciplinary matters” and must include the rationale for reaching the result and any sanctions imposed.

Possible Sanctions or Protective Measures that the University May Impose for Dating Violence, Domestic Violence, Sexual Assault or Stalking Offenses:

Following a final determination in the institution’s disciplinary proceeding that dating violence, domestic violence, sexual assault, or stalking has been committed, the institution may impose a sanction depending on the mitigating and aggravating circumstances involved.

The possible sanctions for employees include: written warning; counseling/education; written documentation in personnel file; suspension with pay*; suspension without pay*; reassignment; demotion; and termination of employment.

**An employee may be suspended for any length of time as determined appropriate by the Vice President for Finance & Facilities. Following a suspension, the individual will be required to meet with the Director of Human Resources to discuss re-entry and expectations going forward.*

The possible sanctions for students include: formal warning; conduct probation; restriction or loss of privilege; restriction or removal of guest privileges; education; behavioral contract; housing probation; administrative move; removal from housing; administrative hold on university account; restriction on eligibility to represent the University at any official function or in any intercollegiate competition; interim suspension, suspension, or expulsion.

If a suspension is imposed on a student, it may be for part of a semester, a full semester, or an entire academic year. Following a suspension, the student will be required to meet with the Dean of Students to discuss re-entry and expectations going forward.

The University may implement protective measures following the report of domestic violence, dating violence, sexual assault and/or stalking which may include some or all of the following actions: no contact order between the parties, anti-retaliation policy that applies to third parties, change in housing, change in academic settings, change in work space, remote participation (telephone, video

conferencing, use of privacy screen, safety escorts, etc.), or removal of respondent from campus. Sexual assault, domestic violence, dating violence, and stalking are criminal acts which also may subject the perpetrator to criminal and civil penalties under federal and state law.

The Title IX Coordinator or their designee will determine whether interim interventions and protective measures should be implemented, and, if so, take steps to implement those protective measures as soon as possible. Examples of interim protective measures include, but are not limited to: an order of no contact, residence hall/apartment relocation, adjustment of course schedules, a leave of absence, or reassignment to a different supervisor or position. These remedies may be applied to one, both or multiple parties involved. Violations of the Title IX Coordinator's directives and/or protective measures will constitute related violations that may lead to additional disciplinary action. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by Maryville University.

Publicly Available Recordkeeping:

The University will complete any publicly available recordkeeping, including Clery Act reporting and disclosures, without the inclusion of personally identifiable information about victims of dating violence, domestic violence, sexual assault, and stalking who make reports of such to the University to the extent permitted by law. The University does not publish the name of crime victims or other identifiable information regarding victims in the Daily Crime Log or in the annual crime statistics that are disclosed in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Furthermore, if a Timely Warning Notice is issued on the basis of a report of domestic violence, dating violence, sexual assault or stalking, the name of the victim and other personally identifiable information about the victim will be withheld.

Victims to Receive Written Notification of Rights:

When a student or employee reports to the University that he or she has been a victim of dating violence, domestic violence, sexual assault, or stalking, whether the offense occurred on or off campus, the University will provide the student or employee a written explanation of his or her rights and options as described in the paragraphs above.

Sex Offender Registration Program:

The Campus Sex Crimes Prevention Act of 2000 requires institutions of higher education to advise members of the campus community where they can obtain information provided by the state concerning registered sex offenders. It also requires sex offenders to notify the state of each institution of higher education in the state at which they are employed or enrolled or carrying on a vocation. The state is then required to notify the University of any such information it receives. Anyone interested in determining whether such persons are on this campus may do so by contacting the Public Safety Director at 314-529-9564. State registry of sex offender information may be accessed at the following link:

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

Timely Warnings

Timely Warnings

In the event of criminal activity occurring on campus that in the judgment of the Director of Public Safety and Vice President of Integrated Marketing & Communications constitutes a serious or continuing threat to members of the campus community, a campus-wide “timely warning” will be issued. Examples of such situations may include a sexual assault or a series of motor vehicle thefts in the area that merit a warning because they present a continuing threat to the campus community. Timely Warnings are typically issued for the following Uniform Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) crime classifications:

1. Murder/Non-Negligent Manslaughter
2. Aggravated Assault (cases involving assaults among known parties, such as two roommates fighting which results in an aggravated injury, will be evaluated on a case-by-case basis to determine if the individual is believed to be an ongoing threat to the larger MU community)
3. Robbery involving force or violence (cases including pick pocketing and purse snatching will typically not result in the issuance of a Timely Warning Notice, but will be assessed on a case-by-case basis)
4. Sexual Assault (considered on a case-by-case basis depending on the facts of the case, when and where the incident occurred, when it was reported, and the amount information known by the Director of Public Safety, or designee). In cases involving sexual assault, they are often reported long after the incident occurred, thus there is no ability to distribute a “timely” warning notice to the community. All cases of sexual assault, including stranger and non-stranger/acquaintance cases, will be assessed for potential issuance of a Timely Warning Notice.
5. Major incidents of Arson
6. Other Clery crimes as determined necessary by the Director of Public Safety, or his or her designee in his or her absence.

Timely Warning Notices may also be posted for other crime classifications and locations, even though that is not required by the law, at the sole discretion of the Director of Public Safety or his or her designee in his or her absence.

Timely Warning Notices will be distributed as soon as pertinent information is available, in a manner that withholds the names of victims as confidential, and with the goal of aiding in the prevention of similar occurrences.

Timely Warning Notices are typically written and distributed by the Director of Public Safety, along with the Vice President of Integrated Marketing & Communications or their designee.

Timely Warning Notices will be issued to the campus community via email blast to all currently enrolled students or active faculty, and staff of MU assigned email accounts. Timely warnings

may also be issued using some or all of the following methods of communication: text messages or emails sent through the University's SAINTS ALERT system.

The institution is not required to issue a Timely Warning with respect to crimes reported to a professional counselor.

Updates to the warnings will be provided as appropriate.

Anyone with information warranting a timely warning should immediately report the circumstances to:

- Department of Public Safety, 314-529-9500
 - Director of Public Safety, 314-529-9564
 - Dean of Students, 314-529-9476

The University has communicated with local law enforcement asking them to notify the University if it receives reports or information warranting a timely warning.

Methods for Issuing Timely Warnings

The method(s) listed below may be utilized when the University issues a timely warning notification to the campus community.

Method	Login
Saints Alert (Text, email, phone message, social media, and digital signage)	To update contact information visit Public Safety's website: https://www.maryville.edu/publicsafety/saints-alert/ .
Blast Email	These emails will be sent to all current, student, faculty, and staff Maryville email accounts
Website	www.maryville.edu

Emergency Notifications

Emergency Response & Evacuation Procedures

The University has an emergency management plan designed to ensure there is a timely and effective response in the event of a significant emergency or dangerous situation occurring on campus involving an immediate threat to the health or safety of members of the campus community. Such situations include, but are not limited to: tornadoes, bomb threats, chemical spills, disease outbreaks, fires, active shooters, etc. The University's campus emergency preparedness and response plan includes information about the management of emergency response and operations, emergency operations center (EOC), and communication responsibilities. University departments are responsible for developing contingency plans and continuity of operations plans for their staff and areas of responsibility. The University has communicated with local police requesting their cooperation in informing the University about situations reported to them that may warrant an emergency response.

Several public safety officers, supervisors and university administrators have received training in Incident Command Systems (ICS) and response to critical incidents on a college campus. When a serious incident occurs or emergency exists that causes an immediate threat to the health or safety of students and employees on campus, the first responders to the scene are usually the Maryville University Public Safety Officers and the Town & Country Police and/or the West County Fire & EMS agencies, when their assistance is necessary. These agencies typically respond and work together to manage the incident. Depending on the nature of the incident, other university departments and local or federal agencies could also be involved in responding to the incident.

The institution has general evacuation guidelines, in the event that a segment of the campus needs to be evacuated. The plan would be affected by a myriad of factors, including the type of threat, the occupancy of the other buildings and areas of the campus at the time of the incident, etc. Therefore, specific information about a multi-building or area evacuation cannot be shared with the campus community in advance. Maryville University expects members of the community to follow the instructions of first responders on the scene, as this type of evacuation would be coordinated on-site. In some emergencies, you may be instructed to “shelter-in-place”. If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors. To “shelter-in- place” means to make a shelter of the building that you are in until it is safe to go outside. This means that if an incident occurs and the building you are in is not damaged; stay inside in an interior room until you are told it is safe to come out.

If your building is damaged, take your personal belongings (purse, wallet, access cards, etc.) and follow the evacuation procedures for your building (close your door, proceed to the nearest exit, and use the stairs instead of the elevators). Once you have evacuated, seek shelter at the nearest university building quickly. 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 portal under “Public Safety”.

Students, staff and visitors are encouraged to notify the Department of Public Safety at 314-529-9500 of any emergency or potentially dangerous situation.

Public safety has the responsibility of responding to, and summoning the necessary resources, to mitigate, investigate, and document any situation that may cause a significant emergency or dangerous situation. In addition, public safety has a responsibility to respond to such incidents to determine if the situation does in fact, pose a threat to the community. However other departments such as facilities, student health, etc. may be involved in the confirmation process, depending on the nature of the potential threat.

Once the emergency is confirmed and based on its nature, the Director of Public Safety will consult with other appropriate University officials as needed to determine the appropriate segment or segments of the University community to be notified.

If public safety, in conjunction with our other campus officials (facilities, health & wellness, student life, etc.) or local first responders (Town & Country Police, West County Fire & EMS, MO Highway Patrol, etc.) confirm there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of our community, the public safety director and/or the Vice President of the Integrated Marketing & Communications or designees will initiate our emergency notification protocol. In the event of an emergency/immediate or imminent threat, which may be declared as noted above or by the Office of the President, Office of the Vice President of Student Life (or designee) the

campus community shall be notified immediately or soon as practical. This notification shall inform the community the nature of the incident and what actions should be taken for personal safety.

It should be noted that unlike the timely warning requirement, an emergency notification isn't restricted just to Clery reportable crimes. Incidents such as a serious gas leak, haz-mat spill, tornado warning, etc., could warrant the use of this protocol. The public safety and/or the integrated marketing & communications department 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 (Maryville Public Safety, Town & Country Police, and West County Fire & EMS, etc.), compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

Depending on the segments of the campus the notification will target, the content of the notification may differ. When appropriate, the content of the notification will be determined in consultation with local authorities. Also as appropriate, the notification will give guidance as to whether its recipients should shelter in place or evacuate their location.

After the initial communication blast, the primary means of providing follow-up information to the community will be on the university's main web page (www.maryville.edu) The University may also use any of the systems listed above to provide follow-up information, as deemed appropriate. During a significant emergency, the university's main web page may be removed and replaced with a basic web page (<http://emergency.maryville.edu/>) that would have information that strictly deals with the situation and will be constantly updated throughout the emergency.

The Director of Public Safety will direct the issuance of emergency notifications, which will be accomplished using one or more of methods discussed later in this section, depending on the nature of the threat and the segment of the campus community being threatened.

At the direction of the Director of Public Safety, the University's Vice President for Integrated Marketing and Communications will notify local law enforcement of the emergency if they are not already aware of it and local media outlets in order that the larger community outside the campus will be aware of the emergency. The larger community, including parents, neighbors and other interested persons can obtain information about an emergency on campus via the university webpage (www.maryville.edu) or the local or national media.

Emergency Notifications

Saints Alert (Text, email, phone message, social media, and digital signage) To update contact information visit Public Safety's website: <https://www.maryville.edu/publicsafety/saints-alert/>.

Blast Email These emails will be sent to all current, student, faculty, and staff Maryville email accounts

Website www.maryville.edu

Testing & Documentation

Maryville University will annually test 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, functional, or live exercise. These tests may be announced or unannounced depending on the type of exercise. Community members are encouraged to review the university's emergency response plan and evacuation procedures located on the portal under "Public Safety". If you wish a hard copy of the emergency flip chart, please contact the Public Safety department at 314.529.9500.

The Director of Public Safety maintains a record of these tests and training exercises, including a description of the exercise, the dates and times they were held and an indication of whether they were announced or unannounced. In connection with at least one such test, the University will distribute to its students and employees information to remind them of the University's emergency response and evacuation procedures.

Missing Student Policy

If a member of the university community has reason to believe that a student who resides in on-campus housing is missing for more than 24 hours, he or she should immediately notify the public safety department at 314.529.9500. All university officials are required to notify public safety immediately upon being notified about a missing student. Public safety will generate a missing person report and initiate an investigation.

In addition to registering an emergency contact, students residing in on-campus housing have the option to identify confidentially 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 a confidential contact can do so by contacting the Office of Residential Life. This information is confidential, accessible by authorized campus officials and law enforcement only, and will not be disclosed outside of a missing person investigation.

After investigating the missing person report, should public safety determine the student is missing and has been missing for more than 24 hours, public safety will notify the Town & Country Police Department and the student's confidential contact. Even if the student hasn't registered a confidential contact person, the university will contact the police department (unless it was the police department that made the determination that the student is missing). 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, in addition to notifying any additional contact person designated by the student within 24 hours after public safety has determined that the student has been missing within 24 hours of making that determination.

Crime Statistics

The statistical summary of crimes for this University over the past three calendar years follows:

Crime	On Campus			On Campus Housing			Non Campus			Public Property		
	2018	2017	2016	2018	2017	2016	2018	2017	2016	2018	2017	2016
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Rape	1	4	1	0	4	1	0	0	0	0	0	0
Fondling	2	3	1	2	3	1	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	5	4	0	0	4	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	2	1	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Arrest - Liquor Law Violation	0	1	0	0	0	0	0	0	0	0	0	0
Arrest - Drug Abuse Violation	4	0	0	4	0	0	0	0	0	0	0	0
Arrest - Weapon Violation	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary Referral - Liquor Law Violation	38	56	49	37	55	30	0	0	0	0	0	0
Disciplinary Referral - Drug Abuse Violation	4	9	7	3	9	7	0	0	0	0	0	0

Disciplinary Referral - Weapon Violation	1	0	0	1	0	0	0	0	0	0	0	0
Domestic Violence	1	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	1	0	0	1	0	0	0	0	0	0	0
Stalking	1	0	1	0	0	1	0	0	0	0	0	0

Hate crimes:

2018: 0 - No hate crimes reported.

2017: 0 - No hate crimes reported.

2016: 0 - No hate crimes reported.

Statistics for unfounded crimes provided by law enforcement agencies:

2018: 0 unfounded crimes.

2017: 0 unfounded crimes.

2016: 0 unfounded crimes.

Data from law enforcement agencies:

- The data above reflects statistics provided from law enforcement agencies related to crimes that occurred on the University’s Clery Geography.

16. Certain law enforcement agencies did not comply with the University’s request for crime statistics.

Annual Fire Safety Report

Housing Facilities and Fire Safety Systems

The University maintains on-campus housing for its students. Below is a description of fire safety systems and the number of fire drills conducted during the previous calendar year.

Campus: Maryville University of St. Louis, 650 Maryville University Drive, St. Louis, Missouri 63141

Facility	Fire Alarm Monitoring Done on Site	Partial Sprinkler System	Full Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans & Placards	Number of evacuation (fire) drills in previous calendar year
Ranch House, 13644 Conway Road, St. Louis, MO 63141				X	X	X	2
Cove House, 13648 Conway Road, St. Louis, MO 63141				X	X	X	2
Mouton Hall, 674 Maryville University Drive, St. Louis, MO 63141			X	X	X	X	2
Saints Hall, 663 Maryville University Drive, St. Louis, MO 63141			X	X	X	X	2
Potter Hall, 511 Maryville University			X	X	X	X	2

Drive, St. Louis, MO 63141						
Cedar Apartments, 631 Maryville University Drive, St. Louis, MO 63141	X	X	X	X		2
Elm Apartments, 325 Lovin's Drive, St. Louis, MO 63141	X	X	X	X		2
Maple Apartments, 317 Lovn's Drive, St. Louis, MO 63141	X	X	X	X		2
Oak Apartments, 309 Lovin's Drive, St. Louis, MO 63141	X	X	X	X		2
Pine Apartments, 301 Lovin's Drive, St. Louis, MO 63141	X	X	X	X		2

Policies on Portable Appliances, Smoking and Open Flames

In January 2012, Maryville University became a smoke-free institution. The only place on campus a person is allowed to smoke is in their personal vehicle. Residents and their guests may not smoke inside any on campus residence or interior area of the buildings, including the balconies of Mouton Hall and Potter Hall. No lighting or heating device that produces an open flame or smoke is allowed in any on-campus

residence. This includes candles, incense, open flames, kerosene, electric or propane heaters, hot plates and fuel containers

A reasonable number of electrical appliances may be used if they are electrically safe and don't have exposed wires or heating elements. Residence hall wiring is not able to handle high-wattage appliances. The maximum wattage allowed for a microwave is 700 watts. In the apartments, the use of additional freezers, full size refrigerators, washers, dryers, dishwashers, and stoves are not permitted.

Fire Evacuation Procedures

If a fire occurs, students are instructed to leave hazardous areas per the evacuation routes and get to a predetermined location before calling 911 and public safety for help. In the event of a fire in the residence hall, community members should quickly shut the door to their room and proceed to the nearest exit where they can leave the building safely. If the alarm hasn't sounded; please activate the nearest pull station if you can do so safely. Once outside the building please call 911 and notify the fire department of the emergency. If possible, contact public safety at 314.529.9500. Do not use an elevator while the alarm is activated.

Upon exiting your residence hall, please proceed to the evacuation gathering points listed in this paragraph. All residents residing in the student apartments are to meet on the east side of the parking lot (#20) near the large dumpster, across from Elm/Oak. Mouton residents will meet on the Commencement Lawn just north of the Donius University Center. Potter Hall students will meet on the Energizer parking lot in the rear of the building (west side) and the residents of the Cove House and the Ranch House will meet across the parking lot from their residence.

Fire Education and Training Programs

Fire safety training is available upon request by notifying the public safety director. Fire safety education and training programs are taught through West County Fire and EMS, the Town and Country Fire Marshal, and through the West County Safety House. Residence Assistance are trained at the start of each academic year of fire safety procedures during their orientation sessions.

Reporting Fires

The University is required to disclose each year statistical data on all fires that occurred in on-campus student housing. When a fire alarm is pulled and/or the fire department responds to a fire, these incidents are captured. If you encounter a fire that presents an emergency situation, ensure your own safety and then please call 911.

There may also be instances when a fire is extinguished quickly and an alarm is not pulled or a response by the fire department was not necessary. It is important that these incidents be recorded as well. Therefore, if you are aware of such a fire, see evidence of one or hear about one, you should contact the Department of Public Safety at (314) 529-9500. When providing notification of a fire, give as much information as possible about the location, date, time and cause of the fire.

Plans for Future Improvements

As we continue to add and upgrade our facilities, the university will continue to look at ways to improve our fire safety, including providing additional training opportunities to our community members. At this time, however, there are no specific planned improvements to fire safety.

Fire Statistics

Statistics and Related Information Regarding Fires in Residential Facilities for CY 2016

Residential Facilities (Name and Address)	Total Number of Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire (in USD)
Mouton Hall 674 Maryville University Dr.	0	0	N/A	0	0	\$0
Cedar Apartments 631 Maryville University Dr.	0	0	N/A	0	0	\$0
Elm Apartments 325 Lovins Dr.	0	0	N/A	0	0	\$0
Maple Apartments 317 Lovins Dr.	0	0	N/A	0	0	\$0
Oak Apartments 309 Lovins Dr.	0	0	N/A	0	0	\$0
Pine Apartments 301 Lovins Dr.	0	0	N/A	0	0	\$0
Potter Hall 511 Maryville University Dr.	0	0	N/A	0	0	\$0
Cove House 13648 Conway Rd.	0	0	N/A	0	0	\$0

Ranch House 13644 Conway Rd.	0	0	N/A	0	0	\$0
Saints Hall 663 Maryville University Dr.	0	0	N/A	0	0	\$0

Statistics and Related Information Regarding Fires in Residential Facilities for CY 2017

Residential Facilities (Name and Address)	Total Number of Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire (in USD)
Mouton Hall 674 Maryville University Dr.	0	0	N/A	0	0	\$0
Cedar Apartments 631 Maryville University Dr.	0	0	N/A	0	0	\$0
Elm Apartments 325 Lovins Dr.	0	0	N/A	0	0	\$0
Maple Apartments 317 Lovins Dr.	0	0	N/A	0	0	\$0
Oak Apartments 309 Lovins Dr.	0	0	N/A	0	0	\$0
Pine Apartments 301 Lovins Dr.	0	0	N/A	0	0	\$0
Potter Hall 511 Maryville University Dr.	0	0	N/A	0	0	\$0
Cove House 13648 Conway Rd.	0	0	N/A	0	0	\$0

Ranch House 13644 Conway Rd.	0	0	N/A	0	0	\$0
Saints Hall 663 Maryville University Dr.	0	0	N/A	0	0	\$0

Statistics and Related Information Regarding Fires in Residential Facilities for CY 2018

Residential Facilities (Name and Address)	Total Number of Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire (in USD)
Mouton Hall 674 Maryville University Dr.	0	0	N/A	0	0	\$0
Cedar Apartments 631 Maryville University Dr.	0	0	N/A	0	0	\$0
Elm Apartments 325 Lovins Dr.	1	1	Smoking Materials	0	0	\$1,000-\$9,999
Maple Apartments 317 Lovins Dr.	0	0	N/A	0	0	\$0
Oak Apartments 309 Lovins Dr.	0	0	N/A	0	0	\$0
Pine Apartments 301 Lovins Dr.	0	0	N/A	0	0	\$0
Potter Hall 511 Maryville University Dr.	0	0	N/A	0	0	\$0
Cove House	0	0	N/A	0	0	\$0

13648 Conway Rd.						
Ranch House 13644 Conway Rd.	0	0	N/A	0	0	\$0
Saints Hall 663 Maryville University Dr.	0	0	N/A	0	0	\$0

Fire Log

A fire log is available for review at the Department of Public Safety, Buder Commons, 635 Maryville University Dr. St Louis, MO 63141, from 8 a.m.–4:30 p.m. Monday through Friday, excluding holidays. The information in the fire log includes information about fires that occur in residential facilities, including the nature, date, time, and general location.