INTRODUCTION AND DIRECTOR’S NOTE

At MidAmerica Nazarene University, it is our goal to provide a safe and secure university environment. Campus Safety partners with all university departments to enhance the well being of our University family. The most effective means of achieving this goal is through a collaborative endeavor that also includes students, faculty, and staff. We are blessed with a culture in which students, faculty, and staff recognize that the personal safety and well being of each of us is a responsibility we all share and embrace. As a campus within the City of Liberty and the greater Kansas City metropolitan area, we are committed to a coordinated effort and open communication between the University, and all local public safety agencies. We recognize that taking full advantage of those organizations’ extensive resources will enhance the safety and security of the entire area and our campus.

Exclusively for professional and graduate studies, MNU’s Liberty site is conveniently located for Northland residents and workers. At the crossroads of 152 highway and I-35, students here can enroll in business, counseling and nursing programs.

MISSION STATEMENT

To provide members of the campus community with opportunities to learn, work, and relax in a safe and secure environment. Through a sustained and visible commitment to a policy of student service, Campus Safety will serve this community with integrity, commitment, and individual dedication to the physical and spiritual well-being of this University.

ANNUAL DISCLOSURE OF CRIME STATISTICS

MidAmerica Nazarene University Campus Safety is responsible for preparing and distributing the annual report and crime statistics. All crimes and incidents are reported in accordance and with Uniform Crime Reporting procedures and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act as required by the United States Department of Education. Clery Act Crime Statistics are compiled January 1-December 31, and updated by October 1, of each year. Clery statistics are located on the MidAmerica Nazarene University web site at http://www.mnu.edu/about/disclosures.html and https://www.mnu.edu/images/userUploads/campus-resources/Campus_Safety/2014_MidAmerica_Crime_Stats.pdf

Each year, an e-mail notification is sent to all enrolled students and employees to provide the web site address to access this report. Copies of the report may be obtained at the Campus Safety office at the Main Campus in Olathe, KS and in the main lobby at the Liberty Campus.

SECURITY DEPARTMENT

There are no Campus Safety Officers on site at the Liberty Campus. However, there are several cameras on campus that record 24 hours per day that are regularly monitored by the Campus Safety Department in Olathe, KS.

Campus Safety is located on the Main Campus (Olathe, KS) in the Land Gymnasium building at 2030 E. College Way, Olathe, KS 66062, and the emergency telephone number is 913-971-3299. Office hours are
Monday through Friday, except holidays, 8a.m to 5p.m. Campus Safety can be contacted 24 hours a day, seven days a week, by dialing 3299 from any campus phone or by dialing (913) 971-3299 from any other phone. The Campus Safety Department consists of one Director, one full-time Office Coordinator/Records Supervisor, three full time officers, four part-time officers, and several student workers.

Campus Safety officers have full authority on University owned property. The Campus Safety Office is not a certified law enforcement agency and officers do not have the authority to arrest. Officers are responsible for a full range of public services, including all crime reports, investigation, non-injury traffic accidents, enforcement of University rules regulating alcohol, possession of controlled substances, weapons, traffic regulations, and all other incidents requiring security assistance. Their purpose is to serve the University community by providing a safe and secure atmosphere where learning can be accomplished. This can be achieved by various services and activities such as traffic and parking enforcement, crime prevention patrol, crowd control at special events, building access, escorts, unlocking doors, fire alarm response, participation in the University’s Crisis Management plan, plus many other functions. All Campus Safety officers are CPR and AED (automatic external defibrillator) certified.

Major crimes and incidents are reported to the Liberty Police Department. The Campus Safety Department fully cooperates with local, state, and federal law enforcement agencies in the exercise of their responsibilities.

INTERAGENCY COOPERATION

Campus Safety works closely and has an excellent working relationship with the Liberty Police Department and the Liberty Fire Department, as well as the Clay County Emergency Management Department. We rely on these relationships for support on several levels. In addition to sharing critical information, the Liberty Campus has immediate contact with 911 services through the Liberty Police Department and the Clay County Sheriff’s Communications Center. This arrangement gives the campus immediate access to mutual aid and support from all area emergency service agencies. A mutual aid agreement is in effect with the Liberty Police Department and Clay County Sheriff’s Office.

POLICY FOR CRIME AND INCIDENT REPORTING

The MNU Campus Safety Department investigates campus-related incidents and notifies the Liberty Police Department when required. The University strongly encourages victims and witnesses to report all crimes to Campus Safety or the appropriate law enforcement agency at once, regardless of their nature. Prompt reporting of suspicious activity will deter crime.

Emergencies may be called by dialing 9-911 from any campus phone or by dialing 911 from any other phone. Non-emergency calls may also be made to Liberty Police Department by dialing (816) 439-4701. An emergency red phones is located on the Liberty campus which can also be used to call 911 to report a crime or suspicious activity.
The following are campus authorities to which reports can be made. Information from these reports will also be used for the purpose of making timely warnings of criminal offenses as necessary:

- Vice President and CFO
- Director of Campus Safety
- Vice President for Community Formation
- Dean of Community Formation
- Associate Dean for Residential Life
- Athletic Director
- Coaches

MNU does not have procedures on confidential reporting encouraged by “Pastoral Counselors” or “Professional Counselors”. The University does not officially recognize any off-campus student organizations, and therefore does not have policy concerning the monitoring and recording, through local police agencies, of criminal activity.

**CAMPUS SAFETY ANONYMOUS CRIME TIPS**

Students, faculty and staff may provide a voluntary and confidential witness report to the MidAmerica Nazarene University Campus Safety Department. The “Campus Safety Anonymous Crime Tips” is provided for students, faculty, staff, or others to report anonymous tips concerning campus safety or to provide a voluntary confidential witness report. Reports may be completed by accessing our website at [http://www.mnu.edu/about/disclosures/accreditation.html](http://www.mnu.edu/about/disclosures/accreditation.html) (at the bottom of the page).

**EMERGENCIES**

Emergencies requiring police, fire or medical aid can be reported by dialing 911 or by directly calling the Liberty Police Department (816) 439-4701.

The Liberty Campus has 1 red emergency phone, which can be used to call 911 in an emergency.

**TIMELY WARNING POLICY**

MNU Campus Safety Department is responsible for making timely warnings to community members should any incident pose a threat to the health or safety of the MidAmerica Community. These notifications will be made through the use of e-mail, telephone, residence hall staff, posted notices, campus newspaper, or text messaging.

The decision to issue a timely warning shall be made on a case-by-case basis after consideration of the available facts, including factors such as the nature of the crime, the continuing danger or risk to the campus community, and the possible risk compromising law enforcement officers. Timely warnings are considered for the following classifications of reported crimes: criminal homicide, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, and arson. Timely warnings may also be issued for
other reported crimes as deemed appropriated under the circumstances. The decision will be made in compliance with the Clery Act and in an effort to prevent similar crimes from occurring. The warnings will include some or all of the following information: the date, time and location of the reported crime, a summary of the incident, a description of the suspect and/or vehicle, if available; and any other special instructions or incident specific safety tips. However, the victims’ names will be withheld.

CAMPUS ALERT SYSTEM

The MidAmerica Nazarene University Campus Safety Office has established an emergency Campus Alert System messaging service for members of our community. This method of notification is a supplement to the University’s methods of issuing timely warnings in the event of a security threat on or near our campus. Students, staff, and parents can enroll by going to the website link: http://alert.mnu.edu. Students, staff, and parents are strongly encouraged to enroll their cellphone number in addition to their email to receive emergency text alerts via email and cellphone texts.

SECURITY AND ACCESS POLICY FOR CAMPUS FACILITIES

During business hours, the University, excluding certain housing facilities, will be open to students, parents, employees, guests, and visitors. All persons on the campus shall, upon request by authorized officials, provide adequate identification. Students, employees, and visitors to MNU are encouraged to report any potentially unsafe building or equipment conditions to the Campus Safety Department (913) 971-3299 or to Facility Services (913) 971-3279.

Security is provided through various means. Both mechanical and computerized lock systems are used. All residence halls are secured by a proximity card activated access system. Apartment-style living facilities are protected by mechanical locks. Several other non-residential sites are secured in a similar fashion. Individual rooms within the residence halls are secured with a key actuated mechanical lock.

Security measures such as a proximity card access system and surveillance cameras are utilized on the Liberty campus. MNU’s Community Foundation Department(Main Campus) issues all identification and access cards and has the authority to grant or deny building access. Any third party use for access to MNU buildings can compromise the safety and security of our campus, and will not be tolerated. Access control cards are issued through a strictly controlled process.

MidAmerica Nazarene University strives to provide a safe environment for students and employees. Exterior campus lighting, cameras, a proximity access card system, along with MNU policies, are intended to enhance security and prevent crime. However, safety is everyone’s responsibility. All individuals on MNU property, including students, faculty, staff and guests, shall be subject to all rules and regulations of MNU and to all applicable federal and state laws and city ordinances.
SAFETY ESCORTS

There are no on Campus Safety Officers at the Liberty Campus. However, if you have an area of concern at the Liberty Campus you may contact the Campus Safety Department at (913) 971-3299 or the Liberty Police Department (816) 439-4701.

VEHICLE REGISTRATION AND PARKING

The registration of all vehicles used by students, faculty, and staff plays an important role in the safety of our campus. All students, faculty and staff are required to register their vehicles at Campus Safety and to display a valid parking permit. Campus guests and visitors can obtain a temporary parking permit.

The number of motor vehicles being parked and operated on the campus requires effective management for the overall good of the campus community. The regulations that govern the operation and parking of motor vehicles on campus have been formulated to provide optimal safety and convenience for the University Community. All members of the University are expected to comply with the various vehicle regulations including registration, parking, and operation. Regulations governing parking on campus can be found in the student handbook that is located on MNU’s website: http://www.mnu.edu and http://www.mnu.edu/professional/liberty.html.

STUDENT HANDBOOK


CAMPUS SAFETY LEARNING PROGRAMS

MidAmerica provides information to students and employees about campus security procedures and practices. The University encourages every member of the school community to be responsible for their own security as well as the security of others. Campus Safety currently participates in several programs designed to inform students and employees about personal safety and the prevention of crimes. Informational literature, pamphlets and flyers are distributed across campus covering a range of issues (e.g., bicycle safety, rape, and sexual assault).

New student orientation is provided for all new students and their parents. Campus Safety provides information regarding how to report a crime, campus vehicle regulations, and crime prevention measures. Campus Safety is available to make a presentation to academic classes and residence hall staff. During such presentations, they may describe their function, responsibilities, campus regulations, security issues, and school policies.

In addition, programs and specialized training are provided to both staff and students by several on-campus organizations, including the Campus Safety Department throughout the school year. As part of MidAmerican Nazarene University’s education programs, all new students and new employees are given primary prevention and awareness education and training on the following topics: rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking.
The Director of Campus Safety meets regularly with Liberty Campus staff to provide information. Severe weather drills are conducted campus wide each spring semester. The Campus Safety and Crime Report contains tips and suggestions for students, employees, or guests on how to protect themselves and others. Campus Safety also publishes crime statistics on the web at: www.mnu.edu/campus-safety/crime-statistics.

**RACIAL AND ETHNIC HARASSMENT POLICY**

The MidAmerica Nazarene University is committed to programs and activities that are free of racial or ethnic discrimination. To carry out the mission of this institution, the university community must provide and maintain a working and learning environment that fosters respect among all members of the community. The university’s goal is to provide an environment where individuals are free to develop intellectually, personally, professionally, and socially without intimidation or fear. Intimidation and harassment affect not only those who suffer the harassment but also the entire community. Racial and ethnic discrimination is a violation of University’s policy and federal and state law, including Title VII of the Civil Rights Act of 1964.

**HARRASSMENT / HATE CRIMES**

MidAmerica Nazarene University is committed to providing its employees and students with an environment that is free of harassment. Any form of harassment is strictly prohibited by the University and is against federal and state law. Examples of harassment are: hate crimes, sexual harassment, and any types of verbal or physical harassment. The University strongly encourages its employees and students to report any incidents of harassment immediately so that complaints can be resolved fairly and quickly. Students should report an incident to a Campus Authority. University employees should report any incident to Human Resources.

**Sexual Harassment Policy (Including Sexual Assault, Domestic Violence, Dating Violence and Stalking)**

Sexual harassment is a violation of professional ethics as well as a violation of university policy and federal and state law. Specifically, sexual harassment is a form of illegal discrimination in violation of Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972. Sexual assault and any sexual violence, including Domestic Violence, Dating Violence, and Stalking are forms of sexual harassment. University policy prohibits sexual harassment.

The University definition of Sexual Harassment and Sexual Violence are as follows:

**Sexual Harassment:** “Sexual Harassment” means behavior, including physical contact, advances, and comments in person, through an intermediary, and/or via phone, text message, email, social media, or other electronic medium, that is unwelcome; based on sex or gender stereotypes; and is so severe, pervasive and objectively offensive that it has the purpose or effect of substantially interfering with a person’s academic performance, employment or equal opportunity to participate in or benefit from University programs or activities or by creating an intimidating, hostile or offensive working or educational environment. Sexual Harassment may include but is not limited to:
• unwelcome efforts to develop a romantic or sexual relationship;
• unwelcome commentary about an individual’s body or sexual activities;
• threatening to engage in the commission of an unwelcome sexual act with another person;
• stalking or cyberstalking;
• engaging in indecent exposure; voyeurism, or other invasion of personal privacy;
• unwelcome physical touching or closeness;
• unwelcome jokes or teasing of a sexual nature or based upon gender or sex stereotypes;
• and sexual violence, as defined below.

Title IX and University Policy prohibit gender-based harassment, which may include acts of verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex or sex-stereotyping, even if those acts do not involve conduct of a sexual nature.

Sexual Violence: “Sexual violence” means any physical act which is sexual in nature that is committed by force or without the full and informed consent of all persons involved. Sexual violence may include but is not limited to rape, sexual assault, sexual battery, and sexual exploitation. Sexual violence can occur between strangers or acquaintances, including people involved in an intimate or sexual relationship. Sexual violence can be committed by men or by women, and it can occur between people of the same or different sex.

Sexual assault is the non-consensual physical contact of a sexual nature. It includes acts using force, threat, intimidation, or manipulation to gain advantage over another person’s mental or physical capacity of which the perpetrator was aware or should have been aware. The use of any drug, including alcohol, judged to be related to an offense will not relieve responsibility for the behavior.

Complaints of sexual harassment, which includes sexual violence/assault, domestic violence, dating violence, and stalking, are handled in accordance with the University’s Discrimination Complaint Resolution Process.

POLICY

MidAmerica Nazarene University strongly denounces sexual assault in any form. The University urges the prompt reporting of any incident of sexual assault to the proper authority. Victims of a sex crime occurring on campus should immediately report it to Campus Safety or to the local police department. Campus Safety will gladly assist any victim in contacting the appropriate law enforcement agency. In all cases, the protection of any physical evidence is of utmost importance. Following an incident, victims should not bathe or shower or launder clothing before being advised to do so by a law enforcement authority.

Individuals may also contact the Rape Crisis Hotline, 24 hours a day, by dialing (816) 531-0233. Calls are answered immediately during office hours. After hours, leave your name and number and you will be contacted within 15 minutes. Callers can also schedule an appointment to visit an outreach center.

The University’s Community Formation Office will assist student victims of sex-related crimes with changes in academic schedules and living arrangements, as is reasonable and within the University’s control.
Victims of sexual assault/rape are strongly encouraged to report offenses immediately. Sexual assault is any sexual act directed against another person, forcibly or against the person’s will. Rape is carnal knowledge of a female, forcibly and against her will.

If a rape has occurred, it is important that the victim do the following:

1. **DO NOT** shower.
2. **DO NOT** change clothes.
3. **DO NOT** disturb the area where the rape occurred.
   
   **NOTE:** This is to preserve as much evidence as possible

Within the guidelines of the discipline procedures, the accuser and accused may have other individuals present during disciplinary proceedings. Furthermore, both the accuser and the accused shall be informed of the University’s final determination and any sanctions imposed on any individuals involved in the incident. The University may, upon final determination and confirmation of an alleged infraction (forcible or non-forcible), impose sanctions ranging from counseling to expulsion.

**Note:** Refer to the MNU Student Handbook for detailed information on the Student Code of Conduct and Disciplinary Process for complaints and violations-link provided on page 5.

**SEXUAL OFFENDER REGISTRATION AND MONITORING**

In accordance with the Campus Sex Crimes Prevention Act, members of the campus community may obtain information of registered sex offenders from the Clay County Sheriff’s Department and the Missouri State Highway Patrol.

The lists are accessible through either of the organizations’ websites. The Sheriff’s Office website address is: [http://www.claymosheriff.org](http://www.claymosheriff.org)

The Missouri State Highway Patrol’s website address is: [http://www.mshp.dps.missouri.gov](http://www.mshp.dps.missouri.gov)
## VICTIM RESOURCES

<table>
<thead>
<tr>
<th>ORGANIZATION</th>
<th>COUNTIES SERVED</th>
<th>SERVICES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prosecuting Attorney Victim Advocate</td>
<td>Clay</td>
<td>Victims services</td>
</tr>
<tr>
<td>11 S. Water St.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Liberty, MO 64068</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phone: 816-736-8300</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fax: 816-792-7684</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sheriff’s Department</td>
<td>Clay</td>
<td>Law Enforcement</td>
</tr>
<tr>
<td>12 S. Water St.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Liberty, MO 64068</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phone: 816-407-3750</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fax: 816-407-3751</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Child Abuse Prevention Association</td>
<td>Jackson, Clay, and Platte counties</td>
<td>Professional counseling</td>
</tr>
<tr>
<td>503 E. 23rd St.</td>
<td></td>
<td>Crisis intervention</td>
</tr>
<tr>
<td>Independence, MO 64055</td>
<td></td>
<td>Group treatment</td>
</tr>
<tr>
<td>Crisis line/phone: 816-252-8388</td>
<td></td>
<td>Information/referral</td>
</tr>
<tr>
<td><a href="http://www.childabuseprevention.org">www.childabuseprevention.org</a></td>
<td></td>
<td>Follow-up contact</td>
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<tr>
<td></td>
<td></td>
<td>Personal advocacy</td>
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<tr>
<td></td>
<td></td>
<td>Assistance filling Crime Victim Compensation Claims</td>
</tr>
<tr>
<td>Child Advocacy Services Center/ The Children’s Place</td>
<td>Jackson, Clay, Platte and Cass counties</td>
<td>Criminal Justice Support/Advocacy</td>
</tr>
<tr>
<td>2 East 59th St.</td>
<td></td>
<td>Professional counseling assistance filing crime</td>
</tr>
<tr>
<td>Kansas City, MO 64113</td>
<td></td>
<td>Information/referral</td>
</tr>
<tr>
<td>Phone: 816-363-1898</td>
<td></td>
<td>Personal advocacy</td>
</tr>
<tr>
<td>Fax: 816-882-7711</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Email: <a href="mailto:rancatores@tcpkc.org">rancatores@tcpkc.org</a></td>
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</tbody>
</table>
| **Domestic Violence Victim Assistance Program of Kansas City** | Jackson, Clay, and Platte counties | Criminal justice support/ advocacy  
Crisis intervention  
Emergency legal advocacy  
Assistance filing crime victims compensation  
Information/referral  
Personal advocacy  
Emergency financial  |
|---|---|---|
| 1101 Locust, Municipal Court  
Kansas City, MO 64106  
Phone: 816-513-3927 |  |  |

| **Newhouse** | Kansas City; Clay, Jackson, and Platte counties | Shelter  
Domestic violence crisis intervention  
Case management  
Court advocacy  
Support groups for women  
Professional therapy for women and children  
Structured program for children  
Transitional housing  
Outreach office  
Bilingual and TTY services  
Non-residential services  |
|---|---|---|
| P.O. Box 240019  
Kansas City, MO 64124  
Hotline: 816-471-5800  
Office: 816-474-6446  
Shelter: 816-471-0358  
Fax: 816-474-4157  
[president@newhouseshelter.org](mailto:president@newhouseshelter.org) |  |  |

| **Synergy Services/Safehaven** | Kansas City; Clay, Jackson, Platte, and Ray counties | Shelter  
Domestic violence and sexual assault crisis intervention  
Case management  
Court advocacy  
Support groups for women and children  
Professional therapy for women, children, and men  
Structured program for children  
Individual and group therapy for batterers  
Outreach office  
Non-residential services  |
|---|---|---|
| 400 E. Sixth St.  
Parkville, MO 64152  
Hotline: 800-491-1114  
Hotline: 816-452-8535  
Parkville office: 816-587-4100  
Shelter: 816-452-8910  
Program services: 816-777-0356  
Ray county Office: 816-776--200  
Fax: 816-587-6691  
Email: synergyservices.org |  |  |
Protection from Abuse & Protection from Stalking Orders

What is an Ex Parte Order of Protection and how does it work?
A Protection Order is a civil court order that you, the petitioner, request from the court to protect you from your abuser, the respondent. The Protection Order can order an abuser/respondent to stop harming you, stop having contact with you, stop contacting you at your work or school, or at your children's school or daycare.

Specifically, the Protection Order can:
» Order the respondent to stop doing violent acts.
» Order the respondent not to come to your home.
» Order the respondent to stop contacting you, or harassing you on the street, by mail, on the phone, at school or at work.
» Say who your children can live with for now and when the respondent can visit them.

“Do you have to be married, dating, or have children together?”
No. The Protection Order covers a range of different relationships, including:
» Husband, wife or partner (present or past).
» Father or mother of your children.
» Adults related by blood or marriage.
» Adults who live together now, or used to live together.
» Parents and children, including in-laws and stepfamilies.

Where do I get a protection order?
You can request a temporary Protection Order at your nearest county court house. The temporary Order lasts no more than two weeks. After that, you will return to court and appear before a judge who decides whether or not the court can grant a Full Order of Protection that lasts for a year or longer.

All Orders of Protection MUST be served to the respondent before the Order can be enforced.

WHERE TO OBTAIN AN ORDER OF PROTECTION

Jackson County residents
Kansas City
415 East 12thSt
(816) 881-3791
Independence
306 West Kansas
(816) 881-4555

Clay County residents
James S. Rooney Justice Center
11 South Water
Liberty, MO
(816) 407-3908
Violations

If your abuser breaks the protection order, it is important that you call the police. The order cannot be enforced if the police are not aware that there is a violation.

A copy of the signed Protection Order is forwarded to the local sheriff’s department for entry in the national protection computer file. This is to ensure that the police or sheriff in any Missouri county or any other state can enforce your order.

Keep a copy of your order with you for as long as the order is in effect. This order is valid in any state and anywhere in Missouri.

WORKPLACE VIOLENCE POLICY

The MidAmerica Nazarene University is committed to providing to employees, students, and visitors a safe and secure environment that is free from threats and violence and to preventing, deterring, and responding appropriately to acts of violence. Personal harassment, abusive behavior, and violence are not tolerated. Any person who makes threats, exhibits threatening behavior or engages in violent acts on University-owned or leased property may be removed from the premises pending the outcome of an investigation. Threats, threatening behavior or other acts of violence occurring off University-owned or leased property but directed at University employees, students or members of the public who are engaged in official University business or activities will be considered a violation of this policy. Off-site threats include but are not limited to threats made via the telephone, fax, electronic or conventional mail, or any other communication medium.

Employees and students are responsible for notifying the University of any threats which they have witnessed, received or have been informed of by third parties. Employees and students should also report any behavior they have witnessed which they regard as threatening or violent when that behavior is job-related or might be carried out on University-owned or leased property or in connection with University employment.

Each employee or student who receives a protective or restraining order which lists University-owned or leased premises as a protected area is required to provide the Campus Safety Office with a copy of such order. Retaliation against any individual for reporting a concern in good faith, or assisting in an investigation, will not be tolerated.

If requested, reports and investigations pertaining thereto shall be kept confidential to the reasonable extent possible under law and consistent with the need to conduct an adequate investigation and take corrective action. An individual who is determined to knowingly have made false reports or given false information during an investigation may be subject to disciplinary action.
The MidAmerica Nazarene University fully supports the State of Missouri Labor Laws. A link to the Missouri Department of Labor website, which also applies to all faculty, staff and student employees of the University, is: http://labor.mo.gov

Violations of this policy may lead to disciplinary action, arrest, prosecution, and/or banning from University-owned or leased premises.

MISSING PERSON POLICY

This policy establishes procedures to be followed at MNU in the event a student is reported missing and of the option to provide confidential contact information for a person to be notified in the event the student is officially reported as missing as required by the Higher Education Opportunity Act of 2008.

- When a student is officially reported missing, Campus Safety will initiate an investigation into the welfare of the student if the student has been absent from campus for more than 24 hours without a known reason. This investigation will include a good faith effort to make contact with the student or an emergency contact using any information the student has provided to MNU for this purpose. Campus Safety will gather all essential information about the student from the reporting person and from the student’s acquaintances (description, clothes last worn, where student might be, who student might be with, vehicle description, information about the physical and mental well-being of the student, class schedule, recent photograph, etc.). Appropriate campus staff will be notified to aid in the search for the student.

- If the actions are unsuccessful in locating the student or it is apparent immediately that the student is missing, Campus Safety will contact the Liberty Police Department to report the student as a missing person and they will take charge of the investigation.

- If a reported missing student is under the age of 18 and is not emancipated, Campus Safety will immediately make a good-faith effort to contact the custodial parent or legal guardian of the student. If the missing student is 18 years of age or older and has not provided MNU with the name of an individual to contact in an emergency, Campus Safety will inform the Liberty Police Department that the student is missing.

- Each student at MNU will be informed and given the opportunity during each semester registration process to register confidential contact information to be used by Campus Safety in the event that student is determined to have been missing for more than 24 hours. To register this information, students can go to emergency contact information registration on the MNU website and follow the directions indicated. This information will remain in effect until changed or revoked by the student.
For purposes of this policy, a student may also be considered to be a “missing person” at any time the person’s absence is contrary to his/her usual pattern of behavior and unusual circumstances may have caused the absence. Such circumstances could include, but not limited to, a report or suspicion that the missing person may be the victim of foul play, has expressed suicidal thoughts, is in a life-threatening situation, or has been with persons who may endanger the student’s welfare.

ACTIVE SHOOTER GUIDELINES

What to do if there is an Active Shooter on campus:

The following guidelines are being provided regarding how to respond if there is an active shooter/armed intruder on campus. Be aware no one can predict what actions are most appropriate for every situation that might occur. You could learn of such an incident in several ways, including hearing gunshots, being notified through the University’s emergency text messaging system or being told by another member of the campus community. **If you hear a sound that could be gunshots, assume they are gunshots.**

1. **If you know the location of the intruder, quickly move away from the danger and encourage those around you to also do so.** Be aware that if you move from indoors out into the open, you could be exposing yourself to the intruder. Also be aware that there could be more than one intruder. If you decide to move away, do so as quickly as possible until you are certain you are out of danger. Remain in a safe place until assistance arrives.

2. **Your ability to move quickly and your perception of how close the intruder is will help you determine if it is safer for you to run away or to seek shelter inside a building.** If you decide to shelter in place, lock yourself inside a classroom or office, turn off the lights and hide. Close any blinds and cover any glass in the door if possible. You want the intruder to believe there is no one in the room. If the door does not lock, barricade the door with the heaviest items available. Turn your cell phone ringer off. Wait for the police to assist you out of the building. If you become convinced that the intruder is trying and will be able to get in the room, you should consider leaving the room through a window if you are on the ground floor.

3. **Call 911 as soon as you can do so.** All you will need to do is briefly state your reason for calling and answer the dispatcher’s questions. Do not hang up unless you are instructed to do so. If you are calling from an MNU landline, remember to dial 9-911. 911 can also be called by using the red emergency phone on campus.

4. **Provide any assistance you can to injured or otherwise distressed individuals.**

The immediate actions you take upon notification of an active shooter on campus could prevent your death or serious injury. Liberty Police Officers have been trained to respond to this type of incident and will do so immediately, according to department policy. Responding officers are likely to have very little information regarding the description of the intruder or the number of suspects involved. **If you must approach a police officer during or immediately after such an incident, clearly show the officer you are not a threat by holding your hands in the air and complying immediately with verbal commands.**
If you are off-campus at the time you become aware of an active shooter on campus, stay away from the area. The entire campus will have become a protected crime scene and you will not be allowed in the area until all victims have been transported and all evidence has been collected. A telephone hotline will be established to assist you in determining the condition and location of friends and relatives. The number for the hotline will be available through local media outlets.

COUNSELING/ADVISING SERVICE

The University offers a wide range of counseling/advising services to its students. Personal and psychological counseling may be obtained by contacting the Counseling Center at (913) 971-3445. Personal counseling services provide confidential individual counseling and group counseling/support, as well as a network with the campus to provide resources related to students’ emotional, developmental, and relationship needs.

Campus “pastoral counselors” and campus “professional counselors,” when acting as such, are not considered to be a campus security authority as defined by law and are not required to report crimes for inclusion in the annual disclosure of crime statistics. As a matter of policy, they are encouraged; when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

• Pastoral Counselor – An employee of an institution who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling, and who is functioning within the scope of that recognition as a pastoral counselor

• Professional Counselor – An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution’s community, and who is functioning within the scope of his or her license or certification

ALCOHOL, DRUGS, AND TOBACCO

The University recognizes the danger to the safety of others and one’s ethical responsibilities resulting from the use, possession, distribution, or sale of alcohol or tobacco and therefore insists that all members of the University community abstain from possessing or using them.

In compliance with the Drug-Free Workplace Act of 1989 and with Drug-Free Schools and Campuses Amendment of 1989, MNU prohibits the unlawful possession, use, and distribution alcohol, drugs and unlawful substances by students and employees on University property or as part of any University activities. They are violations of MNU regulations and may be violations of local city ordinances, and state and federal law. Students and staff are advised that the laws governing these matters are enforced rigidly.

MidAmerica Nazarene University will impose sanctions on students and employees (consistent with local, state and federal laws) up to and including expulsion or termination of employment and referral for
prosecution for violation of standards of conduct. As the University campus is a smoke-free work environment, this includes the use of tobacco.

While making this our position for violations, we also recognize that some people who use these substances will actively seek help to overcome their addiction. It is the desire of the University to reach out and assist them by providing access to appropriate help. Students found in violation of the University’s alcohol or chemical substance policy will be evaluated by a therapist. If recommended by the therapist, the student will be required to enter an intervention program.

FIREARMS, WEAPONS, EXPLOSIVES, AND FIREWORKS POLICY

Explosive devices of any kind are not permitted on campus for any reason. Examples of explosive devices include but not limited to dry ice bombs, fireworks, ammunition, smoke bombs, and bottle bombs. The use or possession of fireworks is prohibited by statues of the State of Missouri and policies of MNU. Violators may be prosecuted by the State Fire Marshall as well as the University. Any device that fires or propels a projectile is considered a weapon at MNU. This includes, but is not limited to potato guns, balloon launchers, air soft guns, and BB or pellet guns.

DAILY CRIME LOG

The Campus Safety Department maintains daily reports in the form of an Incident Report Log. The log contains the crimes and incidents that occur on the campus. It is accessible to public upon request. The information contained in the reports include the date, time, general location, a summary, and, if available, a disposition of the event.

The Incident Report Log is available at the office of Campus Safety in Land Gymnasium on the Main Campus (Olathe, KS) from 8 a.m. to 5 p.m. Monday through Friday (except holidays). To protect an ongoing criminal investigation or the identity of a victim, the Director of Campus Safety or a designee may classify information as “confidential” and prohibit its release.
DEFINITIONS FOR REPORTABLE CLERY ACT CRIMES

Murder/Non-Negligent Manslaughter: The willful (non-negligent) killing of one human being by another. NOTE: Deaths caused by negligence, attempts to kill, assaults to kill, suicides, accidental deaths, and justifiable homicides are excluded.

Negligent Manslaughter: The killing of another person through gross negligence.

Sex Offenses-Forcible: Any sexual act directed against another person, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent.

A. Forcible Rape: The carnal knowledge of a person, forcible and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

B. Forcible Sodomy: Oral or anal sexual intercourse with another person, forcibly and/or against that person’s will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

C. Sexual Assault With An Object: The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

D. Forcible Fondling: The touching of the private parts of another person for the purpose of sexual gratification, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Sex Offenses-Non-forcible: Unlawful, non-forcible sexual intercourse.

A. Incest: Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

B. Statutory Rape: Non-forcible sexual intercourse with a person who is under the statutory age of consent.

Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
Aggravated Assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.

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

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

Arson: The willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, or personal property of another kind.

Liquor Law Violation: The violation of laws or ordinance prohibiting: the manufacture, sale transporting, furnishing, possessing of intoxicating liquor, maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor, drinking on a train or public conveyance; all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

Drug Abuse Violation: Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

Weapon Law Violation: The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of a deadly weapon; carrying deadly weapons; concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned acts.

Domestic Violence: Asserted violent misdemeanor and felony offenses committed by the victim’s current or former cohabitant, person similarly situated under domestic or family violence law, or anyone else protected under domestic or family violence law.

Dating Violence: Violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was such a relationship will be gauged by its length, type, and frequency of interaction.

Stalking: A course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or others’ safety, or to suffer substantial emotional distress.
CLERY ACT HATE CRIMES DEFINITIONS

The MidAmerica Nazarene University Campus Safety Department is also required to report statistics for hate (bias) related crimes by the type of bias as defined below for the following classifications: murder/non-negligent manslaughter, negligent manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson, liquor law violations, drug violations and/or illegal weapons possession, domestic violence, dating violence, stalking (see definitions above), and larceny, vandalism, intimidation, and simple assault (see definitions below).

**Larceny-Theft:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. (Note: Constructive possession is defined by Black’s Law Dictionary, 6th ed. as “where one does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.”)

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

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

**Destruction/Damage/Vandalism of Property (Except "Arson"):** To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

**NOTE:** If a hate crime occurs where there is an incident involving intimidation, vandalism, larceny, simple assault or other bodily injury, the law requires that the statistic be reported as a hate crime even though there is no requirement to report the crime classification in any other area of the compliance document.

A hate or bias related crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. For example, a subject assaults a victim, which is a crime. If the facts of the case indicate that the offender was motivated to commit the offense because of his/her bias against the victim's race, religion, ethnicity, national origin, gender, gender identity, sexual orientation, or disability, the assault is then also classified as a hate/bias crime.
Reporting Area Definitions:

**Campus:** “Any building or property owned or controlled by an institution within the same reasonably contiguous area and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes. These buildings include residence halls, any building or property that is owned by the institution but controlled by another person, those frequently used by students, and those that support institutional purposes such as a food or retail vendor.”

**Non-Campus:** “Includes any building or property owned or controlled by student organizations recognized by the school; and any building or property owned or controlled by the school that is not within the same reasonable contiguous area.”

**Public Property:** “All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus, and is within a reasonably contiguous area of the school.”
2011-2013 Clery Act Criminal Statistics  
MidAmerica Nazarene University

The Campus Safety Department reports crimes using the Uniform Crime Reporting (UCR) guidelines. The FBI’s National Incident-Based Reporting System (NIBRS) edition of the UCR defines sex offenses. These classifications have no bearing on charges that may be filed or on a finding of a court. Reported crimes may involve individuals not associated with the institution.

The following statistics represent the figures reported from the University’s annual Crime Statistics Survey provided to U.S. Department of Education as required by the Clery Act.

<table>
<thead>
<tr>
<th>Crime</th>
<th>Venue</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
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</table>

**Hate Crimes:** There were no hate crimes for the years 2011, 2012, or 2013.

**Note:** Classes were held at office suites located at 105 N. Stewart Ct., Liberty, Missouri. Liberty statistics are included in this report, and are provided by the Liberty Police Dept. and reports made to Mid-America Nazarene University’s Campus Safety Department.