1000 Viking Drive
Hillsboro, Missouri 63050

2022 Annual Security & Fire Safety Report

for the 2022-2023 academic year, containing
Crime and Fire statistics for 2021, 2020, and 2019

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Table of Contents

Annual Security & Fire Safety Report 1

Introduction 3

Campus Security and Fire Safety Policies 4

I. Purpose 4

II. Reportable Crimes 4

III. To Report a Crime 4

IV. Timely Warnings 6

V. Emergency Response and Evacuation Procedures 7

VI. Annual Disclosure of Crime Statistics 12

VII. Jefferson College Facilities (Geography) 12

VIII. Campus and Facility Access 13

IX. Campus Law Enforcement Authority and Jurisdiction 13

X. Jefferson College Police Department Crime Logs 14

XI. Crime Prevention and Security Awareness Programs 14

XII. Drug and Alcohol Prevention Programs/Services 15

XIII. Sexual Violence Prevention and Response 16

XIV. Missing Student Notification 59

Annual Fire Safety Report 60

On-Campus Student Housing Facility Fire Safety Systems 60

Fire Safety Education Programs 61

Procedures for Student Housing Evacuation in Case of a Fire 61

Student Housing Evacuation Procedures In Case of a Fire 61

Crime Statistics Summary 61

Campus Security and Fire Safety Policies

I. Purpose

The purpose of the Campus Crime and Security Policies is to delineate the procedures for students, faculty, staff, and others to report criminal actions or other emergencies occurring on Jefferson College grounds. These laws and acts provide students and families, as higher education consumers, with the information they need to make informed decisions.

In 1990, Congress enacted the Crime Awareness and Campus Security Act of 1990 (Title II of Public Law 101-542), which amended the Higher Education Act of 1965 (HEA). This act required all postsecondary institutions participating in HEA's Title IV student financial assistance programs to disclose campus crime statistics and security information. The act was amended in 1992, 1998, 2000, and 2008. The 1998 amendments renamed the law the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, in memory of a student who was slain in her dorm room in 1986. It is generally referred to as the Clery Act.

In 2008, the H7Tw 3.06 0O4.2 (s)p2.2 (mp)-o2.3 (ar)-6.4 (t)un3.1 (a)-12.3 (i)3.2 (t)-1.1 (y)-12.2 (A)2.4ctforAO4.19n A-1.1 ( )]T

In accordance with the Jefferson College “Emergency/Crisis Communication Plan,” the President (or designated Vice President) will provide the authorization for any major decision including communication. The IMT will serve as the lead team for the College in the management of emergency response activities, in consultation with, and under the direction of the President. One or more members of the IMT will determine the content of the notification. The offices and people below will be responsible for determining the appropriate segment(s) of the campus/community to notify and for initiating the appropriate notification systems.

Notification will be made by using some or all of the following methods depending on the type of emergency:
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General Evacuation Procedures

At the sound of a fire alarm or if you are instructed to evacuate, leave your work area immediately and proceed to the nearest exit, and leave the building. If you are the first to recognize a fire situation, activate the alarm, evacuate to a safe location using the nearest exit, and dial 9-1-1.

1. Remain calm.
2. Do NOT use elevators, use the stairs.
3. Assist the physically impaired. If an individual is unable to exit without using an elevator, secure a safe

In the event of an active shooter incident and the best alternative is to shelter-in-place, barricade the location to make entry as difficult as possible. Turn OFF radios/TVs and put personal cell phones on vibrate to avoid making any noise that would alert the shooter to your presence.

Jefferson College maintains an Emergency Response Plan that outlines responsibilities of campus units during emergencies. This plan outlines incident priorities, campus organization and specific responsibilities of particular units or positions.

Emergencies occurring on campus should be reported to JCPD at extension 3500 or 636-481-3500 or dial 91-1.

Efforts to test notification and emergency plans are ongoing and are conducted in a variety of ways, including:

- The Jefferson College Environment/Safety Committee reviews and makes recommendations for Emergency Preparedness.
- The JCPD coordinates and conducts Active Shooter/Threat Drills for faculty and staff.
- The JCPD uses campus facilities to train and practice emergency plans when the campus is closed.

- o m Emergency planning includes notification of the Jefferson College community. The Jefferson College Police Department (JCPD) is responsible for the dissemination of emergency information to the campus community. The JCPD will confirm the existence of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus. The JCPD will determine the appropriate segment or segments of the campus community to receive a notification, the content of the notification, and the appropriate notification methods. The JCPD will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. The JCPD may withhold information or not issue a notification if, in the professional judgment of responsible authorities, issuing a notification will

IMAGE 1:

Students and employees can register (opt-in) to receive Viking Text Messaging by logging on to the “MyJeffco” portal. Click “HOME” and click on the “Viking Text” button. (See image below)

Jefferson College Arnold (JCA) opened in Fall 2007 and is located in the city of Arnold in a modern, state-of-the-art facility. JCA is located at 1687 Missouri State Road, Arnold, MO, in close proximity to the Arnold branch of the Jefferson County Library and Arnold Recreation Center. Although within the City of Arnold, JCA is within the enforcement jurisdiction of the JCPD.

Jefferson College Imperial (JCI) opened in Fall 2010. This site is located at 4400 Jeffco Boulevard in an unincorporated area of Imperial and within the enforcement jurisdiction of the JCPD.

As part of the department's community-oriented policing philosophy, JCPD offers crime prevention presentations each semester to classrooms, campus clubs and student groups as requested. Topics of these presentations include personal safety awareness, and property protection strategies. Additionally, the

XIII. Sexual Violence Prevention and Response

Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, as amended by the Violence Against Women Reauthorization Act of 2013

Jefferson College prohibits the offenses of dating violence, domestic violence, sexual assault, and stalking (as defined by the Clery Act) and reaffirms its commitment to maintaining a campus environment that emphasizes the dignity and worth of all members of the college community. Toward that end, Jefferson College issues this statement of policy to inform the campus community of our programs to address dating violence, domestic violence, sexual assault, and stalking when it is reported to a College official; which will be followed regardless of whether the incident occurs on or off campus; as well as the procedures for Jefferson College disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, and/or stalking, which will be followed when an incident occurs under the jurisdiction of the Jefferson College Title IX Sexual Harassment Procedure and Grievance Process or other relevant college processes.

Federal Clery Act Definitions of Dating Violence, Dovn4.9 (n)0.5 (es)5.8 (o)07/(s)-8 (un7p5.8 (,)-76(Tt)5.8 (n)nB1 (l)4.9 (e)5

c. Incest is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
d. Statutory Rape is defined as sexual intercourse with a person who is under the statutory age of consent

D. Stalking:
a. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—
i. Fear for the person's safety or the safety of others; or
ii. Suffer substantial emotional distress.
b. For the purposes of this definition—
i. Course of conduct means two or more acts, including, but not limited to, acts in which the

E. Domestic Assault in the Third Degree, Penalties: RSMo 565.074

a. A person commits the offense of domestic assault in the third degree if he or she attempts to cause

4. The victim is a child less than twelve years of age and such rape in the first degree or attempt to commit rape in the first degree was outrageously or wantonly vile, horrible, or inhumane, in that it involved torture or depravity of mind, in which case the required term of imprisonment is life imprisonment without eligibility for probation, parole, or conditional release.

iii. Subsection 4 of section 558.019 shall not apply to the sentence of a person who has been found guilty of rape in the first degree or attempt to commit rape in the first degree when the victim is less than twelve years of age, and "life imprisonment" shall mean imprisonment for the duration of a person's natural life for the purposes of this section.

iv. No person found guilty of rape in the first degree or an attempt to commit rape in the first degree shall be granted a suspended imposition of sentence or suspended execution of sentence.

b. Rape in the Second Degree, Penalties: RSMo 566.031

i. 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.

ii. The offense of rape in the second degree is a class D felony.

c. Statutory R ape and Attempt to Commit in the First Degree, Penalties: RSMo 566.032

i. 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.

ii. The offense of statutory rape in the first degree or an attempt to commit statutory rape in the first degree is a felony for which the authorized term of imprisonment is life imprisonment or a term of years not less than five years, unless:

1. The offense is an aggravated sexual offense, or the victim is less than twelve years of age in which case the authorized term of imprisonment is life imprisonment or a term of years not less than ten years; or
2. The person is a persistent or predatory sexual offender as defined in section 566.125 and subjected to an extended term of imprisonment under said section.

d. Statutory Rape in the Second Degree, Penalties: RSMo 566.034

i. 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.

ii. The offense of statutory rape in the second degree is a class D felony.

e. Sodomy in the First Degree, Penalties: RSMo 566.060

i. 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 consent which renders the victim physically or mentally impaired so as to be incapable of making an informed consent to sexual intercourse.

ii.

iii. Subsection 4 of section 558.019 shall not apply to the sentence of a person who has been found guilty of sodomy in the first degree or an attempt to commit sodomy in the first degree when the victim is less than twelve years of age, and "life imprisonment" shall mean imprisonment for the duration of a person's natural life for the purposes of this section. iv. No person found guilty of sodomy in the first degree or an attempt to commit sodomy in the first degree shall be granted a suspended imposition of sentence or suspended execution of sentence.

f. Sodomy in the Second Degree, Penalties: RSMo 566.061
   i. 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.
   ii. The offense of sodomy in the second degree is a class D felony.

g. Statutory Sodomy a nd Attempt to Commit in the First Degree, Penalties: RSMo 566.062
   i. 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.
   ii. The offense of statutory sodomy in the first degree or an attempt to commit statutory sodomy in the first degree is a felony for which the authorized term of imprisonment is life imprisonment or a term of years not less than five years, unless:
      1. The offense is an aggravated sexual offense, or the victim is less than twelve years of age, in which case the authorized term of imprisonment is life imprisonment or a term of years not less than ten years; or
      2. The person is a persistent or predatory sexual offender as defined in section 566.125 and subjected to an extended term of imprisonment under said section.

h. Statutory Sodomy in the Second Degree, Penalties: RSMo 566.064
   i. 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.
   ii. The offense of statutory sodomy in the second degree is a class D felony.

i. Child Molestation in the First Degree, Penalties: RSMo 566. 067
   i. 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.
   ii. The offense of child molestation in the first degree is a class A felony and, if the victim is a child less than twelve years of age, the person shall serve his or her term of imprisonment without eligibility for probation, parole, or conditional release.

j. Child Molestation in the Second Degree, Penalties: RSMo 566.068
   i. 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.
   ii. The offense of child molestation in the second degree is a class B felony.

k. Child Molestation in the Third Degree, Penalties: RSMo 566.069

r. Sexual Abuse in the Second Degree, Penalties: RSMo 566.101
    i. 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.
    ii. The offense of sexual abuse in the second degree is a class A misdemeanor, unless it is an aggravated sexual offense, in which case it is a class E felony.

s. Incest, Penalties: RSMo 568.020
    i. 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.
            a. The offense of incest is a class E felony.
            b. The court shall not grant probation to a person who has previously been found guilty of an offense under this section

H. Stalking, RSMo 455.010 (15), is when any person purposely engages in an unwanted course of conduct that

iv. This section shall not apply to activities of federal, state, county, or municipal law enforcement officers conducting investigations of any violation of federal, state, county, or municipal law.
v. The offense of stalking in the first degree is a class E felony, unless the defendant has previously been found guilty of a violation of this section or section 565.227, or any offense committed in another jurisdiction which, if committed in this state, would be chargeable or indictable as a violation of any offense listed in this section or section 565.227, or unless the victim is intentionally targeted as a law enforcement officer, as defined in section 556.061, or the victim is targeted because he or she is a relative within the second degree of consanguinity or affinity to a law enforcement officer, in which case stalking in the first degree is a class D felony.

b. Stalking in the Second Degree, Penalties: RSMo 565.227
i. 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.
1. This section shall not apply to activities of federal, state, county, or municipal law enforcement officers conducting investigations of any violation of federal, state, county, or municipal law.
2. Any law enforcement officer may arrest, without a warrant, any person he or she has probable cause to believe has violated the provisions of this section.
3. The offense of stalking in the second degree is a class A misdemeanor, unless the defendant has previously been found guilty of a violation of this section or section 565.225, or of any offense committed in another jurisdiction which, if committed in this state, would be chargeable or indictable as a violation of any offense listed in this section or section 565.225, or unless the victim is intentionally targeted as a law enforcement officer, as defined in section 556.061, or the victim is targeted because he or she is a relative within the second degree of consanguinity or affinity to a law enforcement officer, in which case stalking in the second degree is a class E felony.

vi. 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.

1. The term "domestic victim" includes any household or family member as the term "family" or "household member" is defined in section 455.010, RSMo, including any child who is a member of the household or family.

Hillsboro Codes and Ordinances do n.1 (t)-13.f.9 (ho)-12.1 (i (i)3.1 (nc)-8.1 (lm)-24.5 ( )-1.1 (a)-12.2 (n-8 (borki)-8.9 (-12.2 (anc)-8 (e

actions that indicate a desire to end the sexual activity. Once consent is withdrawn, sexual activity must cease immediately. Recognizing the dynamic nature of sexual activity, individuals choosing to engage in sexual activity must evaluate consent in an ongoing manner and communicate clearly throughout the states of sexual activity. Consent to one form of sexual contact does not constitute consent to all forms of sexual contact. Consent to sexual activity with one person does not constitute consent to activity with any other person. Each participant in a sexual encounter must consent to each form of sexual contact with each participant. Additionally, individuals with a previous or current intimate relationship to each other do not automatically give initial or continual consent to sexual activity. The mere fact that there has been prior intimacy or sexual activity does not, by itself, imply consent to future acts.

ii. There are times when a person may give consent, but the consent may not be considered effective. An individual who is under force, threat of force, coerced, or incapacitated is considered unable to provide effective consent.

    1. Force is the use or threat of physical violence, intimidation, or coercion in order to overcome another individual's freedom to choose whether or not to participate in sexual activity. For the use of force to be demonstrated, there is no requirement that an individual resist the sexual advance or request; however, resistance will be v1.627 -1.v1.627 -1.vB

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activity. Use of alcohol or drugs is never an excuse for a person to commit sexual harassment (inclusive of all forms of dating violence, domestic violence, sexual assault, and stalking) and does not diminish a -given, and effective consent.

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."[2] Jefferson College wants 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 list[3] of some ways to be an active bystander. Further information regarding bystander intervention may be found by participating in Jefferson College's Sexual and Interpersonal Violence Prevention and Response Course (SPARC) at www.jeffco.edu/SPARC. 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. A. Create a distraction.

a. Do something to draw attention away from what is happening to assist in getting someone out of a harmful situation. B. Act directly.

a. Do something in the moment to prevent, reduce, or respond to harm. C. Refer to a helpful resource.

a. Suggest a resource that may be able to help the person. D. Enlist others.

a. Get other people to help intervene in the situation. E. Stop and act later.

a. If someone is not in immediate danger, make a plan to follow up with the person after the situation is over.

N. If you suspect you or a friend has been drugged, contact law enforcement immediately (local authoritie s 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).

a. Procedures survivors should follow if a crime of dating violence, domestic violence, sexual assault and/or stalking occurs (as described in “Procedures Survivors Should Follow if a Crime of Dating Violence, Domestic Violence, Sexual Assault and/or Stalking Occurs” elsewhere in this document)
b. How Jefferson College will protect the confidentiality of complainants[5] and other necessary parties (as described in “Assistance for Complainants: Written Explanation of Rights and Options” elsewhere in this document);
c. Existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for complainants, both within Jefferson College and in the community (as described in “On and Off Campus Resources and Services” elsewhere in this document);
d. Options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures (as described in “Accommodations and Protective Measures” elsewhere in this document); and

Specifically, the College offered the following primary prevention and awareness programs for all incoming students in 2021:

Name of Program	Date Held	Location Held	Which Prohibited Behavior* Covered?
New			

Ongoing Prevention and Awareness Campaigns

The College has developed an annual educational campaign consisting of virtual, in-person, passive, and active programming:

The College offered the following ongoing awareness and prevention programs for students in 2021:

Name of Program	Date Held	Location Held	Which Prohibited Behavior* Covered?
Club Resource Fair	March & September	Hillsboro & Arnold	SA, DoV, DaV, S
Vikings Care Day-Sexual Assault Awareness	April	Emails, Text Message, Academic Buildings including Arnold and Imperial	SA

The College offered the following ongoing awareness and prevention programs for employees in 2021:

Name of Program	Date Held	Location Held

a. Your safety is important. If you are not feeling safe, consider reaching out to someone you trust

8. To be informed, upon your request, of the results of the analysis of your sexual assault forensic evidence. You may receive this information through a secure and confidential message in writing from the crime laboratory.

iv. Additional Evidence Preservation: It is important to preserve evidence that may assist in proving that dating violence, domestic violence, sexual assault and/or stalking occurred, even if you do not want to complete a medical exam. This may also be helpful in obtaining a protection order or in proceeding with a criminal investigation or a campus disciplinary process should you choose to pursue any of these options.

1. Time is a critical factor for evidence collection and preservation. As time passes, evidence may dissipate or become lost or unavailable, thereby making an investigation, possible prosecution, disciplinary proceedings, or obtaining a protection order related to the incident more difficult.
2. Evidence may be collected from the scene and may also be collected from the survivor's body, clothes, and other personal belongings. It is important that a survivor of sexual assault not bathe, douche, smoke, change clothing, or clean the bed/linen/area where they were assaulted if the offense occurred within the past 72 hours, to preserve evidence that may be necessary as to the proof of criminal activity. There are times that this evidence can still be collected after 72 hours, depending on the evidence.
3. In cases of dating violence, domestic violence, sexual assault, and/or stalking, survivors are also encouraged to preserve evidence that would be useful to College investigators or police by saving the following, if available:
   a. Text or instant message;
   b. Social networking pages;
   c. Any other virtual or written communication; and
   d. Pictures, logs, or other copies of documents.

Options about the Involvement of Law Enforcement and Campus Authorities

Although Jefferson College strongly encourages all members of its community to report dating violence, domestic violence, sexual assault, and/or stalking to law enforcement (including on campus law enforcement and/or local police), it is the survivor's choice whether or not to make such a report. Furthermore, survivors have the right to decline to notify law enforcement. The College's Title IX Coordinator and Deputy Coordinators, or their designee(s), will all assist any complainant with notifying law enforcement if the complainant so chooses.

A. If the crime occurred on campus, the Jefferson College Police Department (JCPD) can assist you with evidence collection. The JCPD may also seek assistance from the Jefferson County Sheriff's Office.
   a. Jefferson College Police Department (JCPD): 9-1-1 or 636-481-3500
      i. Hillsboro-Viking Woods, 802 Mel Carnahan Drive, Apartment 214, Hillsboro, MO;
      ii. Arnold-1687 Missouri State Road, Room 330, Arnold, MO; and
      iii. Imperial-4400 Jeffco Bou-18.4 (i/921.v)2 (s)s1Td(i.)Tj Apad,(he c)-8 473r (o)-22.3 (c)-8 (l)-1.1 (R)-2.9 l

Additional Options for Receiving Support After Incidents of Dating Violence, Domestic Violence, Sexual Assault, and/or Stalking

It may be helpful to tell someone about what you experience, but not necessarily for the purposes of officially reporting the incident to the police, to the College, or for criminal, civil, or disciplinary action. It is okay to tell someone because you need someone to talk to or because you want help finding services.

A. Student Advocate : The Student Advocate has been specially trained to explain the options that are available to you and assist you in making the decision that is best for you, whether the alleged incident occurred on or off campus. The Student Advocate is exempt from putting the College on notice of sexual harassment; inclusive of dating violence, domestic violence, sexual assault, and/or stalking, via making a report to the Title IX Coordinator, but is required to report statistical information regarding any reported crime that occurs in the College setting.
   a. Alexis Lowery: 636-481-3267/alowery3@jeffco.edu; Jefferson College Hillsboro, Student Center, Room 207
B. Jefferson College's Counseling Services (students): The COMTREA On-Campus Therapist and Central Methodist University's Clinical Counseling Center are both contracted to provide counseling services for Jefferson College students and are exempt from reporting requirements. These individuals can provide you with confidentiality.
   a. n6 (y)16.1 636-

1. The Title IX Coordinator, Deputy Title IX Coordinators, or designee can assist you with contacting JCPD to request a No Trespass Notice.

	13. Jefferson College will inform the complainant whether or not a grievance process will occur as a result of the reported allegation. 14. Jefferson College will take immediate and separate action against parties that retaliate against a person for reporting dating violence, domestic

the College's Clery Compliance Coordinator (or designee) to be assessed for inclusion in daily crime statistics, timely warning reports, emergency notifications, and for potential inclusion in the College's Annual Security and Fire Safety Report.

i. The College 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, the name of the complainant and other personally identifiable information about the complainant will be withheld.

B. Provided Accommodations or Protective Measures

a. The College must maintain as confidential any accommodations or protective measures, also known as supportive measures, provided to the complainant or respondent to the extent that maintaining such confidentiality would not impair the ability of the College to provide the supportive measures. The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures (as described in "Accommodations and Protective Measures" elsewhere in this document).

On and Off Campus Resources and Services

Upon receipt of a report of dating violence, domestic violence, sexual assault, and/or stalking, Jefferson College will provide written notification to students and employees about existing assistance with and/or information about obtaining resources and services including counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other assistance available for survivors, both within the institution and in the community. These resources include the following:

On-Campus Resources:

Type of Services Available	Service Provider

Off-Campus Resources

Type of Services Available	Service Provider	Contact Information

Visa & Immigration	Citizenship and Immigration Services Immigration and Customs Homeland Security, Human Trafficking	Phone: 800-375-5283 Phone: 866-341-2423 Phone: 866-341-2423 or Victim Support 888-373-7888
Shelter	COMTREA's A Safe Place	Phone: 636-232-2301 or 877-266-8732
Student financial Aid	Department of Education	Website: http://studentaid.ed.gov/sa/
Other resources available to persons who report being the victim of dating violence, domestic violence, sexual assault, and/or stalking, include:	National Domestic Violence Hotline National Sexual Assault Hotline Missouri Coalition Against Domestic and Sexual Violence Department of Education-Office of Civil Rights Adult Abuse/Stalking Orders of Protection Rape, Abuse, and Incest National Network Crisis Text Line Department of Justice Stalking Resource Center	Phone: 800-799-SAFE (7233 Phone: 800-656-HOPE (4673) Phone: 573-634-4161 Website: http://www2.ed.gov/ab2 (g)056 59e(/a)-11.2 (b2 (g)056 59e(/B 800 ://www2.ed.gov/a/ab2 1.9 (w)-1.9 (w)-p.9 (2)-1/ 0 -1.2/T :://www2.ed. gov/ab2 (g)056 59.2J81jEMC / (g

programs or activities without reasonably burdening the other party; protect the safety of all parties or the College's

Discrimination or Harassment Based on…Sex" procedures. Where these General Disclosures differ from other applicable College policies, these General Disclosures will be followed when addressing allegations of dating violence, domestic violence, sexual assault, and/or stalking.

The College's disciplinary processes includes prompt, fair, impartial, and equitable

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- Investigation: 60 College business days
  - The investigation is designed to provide a fair, thorough, and impartial gathering of facts. All individuals participating in an investigation will be treated with respect. The College will seek to complete an investigation within sixty (60) College business days of providing notice of the investigation, but this time frame may be extended depending on the individual circumstances of each report. At the request of local law enforcement, the College may agree to defer for a short time its fact gathering until after the initial stages of a criminal investigation. The College will promptly resume its fact gathering as soon as it is informed that local law enforcement has completed its initial investigation.
    - At all times, the burden of proof and gathering evidence or information sufficient to reach a determination of responsibility (based on the preponderance of the evidence standard) is upon the

any of the information contained in the report materials. Parties may also submit additional information they wish to have included at this stage.

- Finalization of the Investigative Report: 5 College business days
  - At the conclusion of the review period, the investigator will compile, add, and review information submitted by the parties. Should the investigator identify additional interviews or information gathering that may need to take place, they have the discretion to do so at this stage. This may extend the approximate investigation timeline. The investigator will provide written updates to the parties informing them of any reasons that the investigation timeline will be lengthened.
    - Upon the conclusion of the initial review and response by the parties as well as any additional information gathering determined by the investigator, the investigator will finalize the report and prepare the report materials to be sent to the hearing officer(s) in preparation for a live hearing. Both

that will be used. During the live hearing, the hearing officer(s) as well as each party's advisors will be provided with an opportunity to ask the parties as well as witnesses relevant questions and follow up questions, including questions that challenge credibility. The hearing officer(s) will ask their questions and follow up questions first, followed by each party's advisor. Federal regulations stipulate that each party's advisor be provided with the opportunity to "cross examine" the other party as well as witnesses during the hearing.

- Questioning and cross-examination of the parties and witnesses must be conducted directly, orally, and in real time by the party's advisor. At no time are the parties themselves permitted to engage in the questioning and cross-examination process. If a party does not have an advisor of their choice present at the hearing, the advisor does not agree to adhere to the standards of conduct for participants in a live hearing, or the advisor refuses to engage in asking questions or conducting cross-examination, the College will provide to the party an advisor of the College's choice, at no cost to any party, in order to perform questioning and cross-examination during the hearing proceedings. In some circumstances, this may mean the live hearing is delayed or rescheduled.

- Determination of Responsibility and Standard of Evidence: 15 College business days
  - The hearing officer will issue a written determination regarding responsibility generally within fifteen (15) College business days after the conclusion of the hearing. There may be circumstances where additional time to reach and communicate a determination of responsibility is needed, and in that event, the hearing officer or Title IX Coordinator will notify both parties of any delays.
    - The hearing officer will apply the preponderance of the evidence standard (i.e. "is it more likely than not") to determine if it is more likely than not that the respondent is or is not responsible for a violation (or violations) of this policy.
    - The hearing officer will not make a decision solely based on the party's role in the process, meaning that no individual will be found responsible solely because they are accused of misconduct. A hearing officer, once they have reached their decision, will communicate their written determination to the parties simultaneously via electronic communication.
    - The Notification of Determination Regarding Responsibility from the hearing officer will include the following elements:
      - Identification of the allegations potentially constituting sexual harassment under this policy and procedures.
      - Description of the procedural steps taken from the receipt of the formal complaint through the determination. This description will also include information about the notifications that were sent to the parties, interviews and meetings that took place with the parties and witnesses, site visits, other methods that may have been used to gather information or evidence, and hearings held.
      - Findings of fact supporting the determination.
      - Conclusions regarding the application of Jefferson College's policies to the facts.
      - Statement of and rationale for the result as to each allegation, including a determination of responsibility, any disciplinary sanctions to be imposed on a respondent, and whether REMEDIES designed to restore or preserve equal access to the school's education program or activity will be provided to the complainant. The Title IX Coordinator is the staff member responsible for implementing any remedies that are put in place as the result of a concluded grievance process.
      - Description of the procedures and bases for an appeal that are available to both the complainant and respondent.
    - The determination regarding responsibility becomes final either on the date that the parties are provided with the written determination on the result of an appeal, if an appeal is filed, or if an appeal is not filed

- Procedural Irregularity: There was a procedural irregularity that affected the outcome of the matter.
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Classes	X	X	X	X
Fines	X	X	X	X
Suspension	X	X	X	X
Expulsion	X	X	X	X X

Other disciplinary actions or sanctions either found in College publications or assigned at the discretion of the Hearing Officer(s) (ex: Alcohol/Drug education programs, etc)	X	X	X	X

Patrons, contractors, visitors, or others who violate this policy may be prohibited from College grounds or otherwise restricted while on College grounds.

	Applies when a Student is the Complainant
Name of Applicable Policy	(Student -VII-012) Complaints Alleging Discrimination or Harassment Based on Age, Ancestry, Color, Creed, Disability, Genetic Information, Marital Status, National Origin, Race, Religion, or Veteran Status, as well as Discrimination on the Basis of Sex
Electronic Address	https://www.jeffco.edu/sites/default/files/StuComp/updated_vii-012.pdf
How to File a Disciplinary Complaint Under this Policy	Any student who believes they have been the victim of discrimination/ harassment based on one or more of the Protected Categories by a student, employee, or other personnel of the College, or by any other person who is participating in, observing, or otherwise engaged in activities, including sporting events and other extra-curricular activities under the auspices of the College, is encouraged to immediately report the alleged acts to any College administrator, or the College Compliance Coordinator. The College's Compliance Coordinator for Student Complaints Alleging Discrimination or Harassment is Dr. Kimberly Harvey-Manus, Vice President of Student Services; Office location: 1000 Viking Drive, Hillsboro, MO 63050, Student Center, Room 205; Phone: 636-481-3200; Email: kharvey@jeffco.edu. Reports may be made in person, verbally, by phone, in writing through mail or electronic mail, through the College's Maxient reporting portal (found in MyJeffco or at https://www.jeffco.edu/non-discrimination-policy), or any other manner that delivers the information to the app 0 9.96 544.44 in e,a(:)-1.1 (4 (ade i)C4 (205; (ne:)-1.v)-8 (e,d.2 (por)-(on t)

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- Review of Appeal by Determination Review Officer: 30 days
    - As an alternative, either the Compliance Coordinator or the Board of

How to File a Disciplinary Complaint Under this Policy	Employees who believe that they have been victims of illegal discrimination or harassment may file a formal complaint with the College's Compliance Officer for Employee Complaints Alleging Discrimination or Harassment, Tasha Welsh, Director of Human Resources; Office location: 1000 Viking Drive, Hillsboro, MO 63050, Administration Building, Room 133; Phone: 636-481-3157; Email: twelsh@jeffco.edu
Steps in the Disciplinary Process and Anticipated Timelines	• Intake of Complaints/Complaint Received: Promptly o The Compliance Officer or their designee will promptly investigate all complaints. o The Compliance Officer or other designated investigator may utilize an attorney or other professionals to conduct the investigation. • Investigation of Complaints: (12 School Days) o Interview complainant regarding the nature and specifics of the incident(s); o Interview the person accused; and o Interview other possible witnesses, if appropriate. • Consequences/Resolution of Complaints: (10 School Days) o Following the investigation, the compliance officer shall confer with the College President and shall make a recommendation regarding the complaint.
Decision - Making Process	In determining whether alleged conduct constitutes discrimination or harassment, the decision maker will consider the surrounding circumstances, the nature of the behavior, and the relationship between the parties involved, past incidents, the context in which the alleged incidents occurred, and all other relevant information. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances.
Standard of Evidence	If, after investigation, school officials determine that it is more likely than not that discrimination, harassment, or other prohibited behavior has occurred, the College will take immediate corrective action.

Sanctions:
The College President shall decide on the appropriate discipline, if any. Students who violate this policy .96 o3.2 (iu h)-1259

Disciplinary Suspension	X	X	X	X
Disciplinary Expulsion	X	X	X	X
Other Disciplinary Sanction (Restitution, restriction, denial of privilege, assignment to perform services for the benefit of the College or community; or other sanction that does not result in the student being denied the right to attend classes.	X	X	X	X

The College President shall decide on the appropriate discipline, if any. Employees who violate this policy will be disciplined, up to and including employment termination.

Sanctions -Complaint by Employee Alleging Discrimination or Harassment by an

directives and/or protective measures may lead to additional disciplinary action. Supportive measures and remedies imposed may be temporary pending the results of an investigation or may become permanent as determined by Jefferson College.

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student is missing, within 24 hours of the determination that the student is missing, in addition to notifying any additional contact person designated by the student.

- All Viking Woods residents, less than 18 years of age and not emancipated, are advised that their parent or guardian must be notified within 24 hours of the determination that the student is missing, in addition to notifying the missing person contact designated by the student. Students are advised that for all missing students, Jefferson College will notify the local law enforcement agency within 24 hours of the determination that the student is missing, unless the local law enforcement agency was the entity that made the determination that the student is missing.

- When an individual reports to a Viking Woods Residential Assistant (636-212-1827), the Residential Life Coordinator (636-481-3295), or the Director of Residential and Student Life (636-481-3296) that a resident is missing, the Director immediately contacts the JCPD by calling 636-481-3500 who initiates the investigation and missing person procedures.

Should the JCPD investigate and determine that a residential student has been missing for 24 hours, contact will then be made to the missing person contact, if contact information has been provided, within 24 hours of the determination that the student is missing by the JCPD. If the student is under the age of 18 and is not an emancipated individual, JCPD will notify the student's parent or guardian and any other designated contact person within 24 hours. Regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor, JCPD will inform the local PD (or the local law enforcement with jurisdiction) that the student is missing within 24 hours[11].

Annual Fire Safety Report

Residential Facilities (Name and Address)	Fire Alarm Monitoring Done On Site	Partial Sprinkler System [12]	Full Sprinkler System [13]	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans/ Placards	Number of Evacuation (Fire) Drills During the previous Calendar Year
Hickory Hall (808 Mel Carnahan)	X		X (24 units)	X (24 units)	X (24 units)	X (24 units)	2
Maple Hall (804 Mel Carnahan)							

Reporting a Fire for Inclusion in the Fire Statistics

Per federal law, Jefferson College is required to annually disclose statistical data on all fires that occur in on-campus student housing facilities. Listed below are the non-emergency numbers to call to report fires that have already been extinguished in on-campus student housing. These are fires for which you are unsure whether the JCPD may already be aware. If you find evidence of such a fire or if you hear about such a fire, please contact one of the following: JCPD: 636-481-3500 or Viking Woods: 636-212-1827. When calling, please provide as much informati

Residential Facilities (Name and Address)	Total Number of Fires in Each

Crime Statistics Summary
Year 2021
(For the Three Years 2021, 2020, 2019)

Type of Offense	Year	On-Cam

HATE CRIMES FOR JEFFERSON COLLEGE HILLSBORO CAMPUS 2021, 2020, 2019:

2021: No hate crimes were reported on the Hillsboro campus in 2021.

2020: No hate crimes were reported on the Hillsboro campus in 2020.

2019: No hate crimes were reported on the Hillsboro campus in 2019.

UNFOUNDED CRIMES:

Starting in 2014, campuses had to start reporting Clery crimes that are “unfounded.” Crimes can only be unfounded by a sworn law enforcement agency based on crimes that were “false or baseless.”

JEFFERSON COLLEGE IMPERIAL (JCI)

Type of Offense	Year	On-Campus	Residential Facilities	Non-Campus	Public Property
Murder/Non-Negligent Manslaughter	2019	0	N/A	N/A	0
	2020	0	N/A	N/A	0
	2021	0	N/A	N/A	0
Manslaughter by Negligence	2019	0	N/A	N/A	0
	2020	0	N/A	N/A	0
	2021	0	N/A	N/A	0
Rape	2019	0	N/A		
	2020	0	N/A		
	2021	0			

HATE CRIMES FOR JEFFERSON COLLEGE IMPERIAL LOCATION 2021, 2020, 2019:

2021: No hate crimes were reported at the Imperial location in 2021.

2020: No hate crimes were reported at the Imperial location in 2020. 2019:

No hate crimes were reported at the Imperial location in 2019.

UNFOUNDED CRIMES:

Starting in 2014, campuses had to start reporting Clery crimes that are “unfounded.” Crimes can only be unfounded by a sworn law enforcement agency based on crimes that were “false or baseless.”

2021: No crimes were unfounded at the Imperial location in 2021.

2020: No crimes were unfounded at the Imperial location in 2020.

2019: No crimes were unfounded at the Imperial location in 2019.

Crime Definitions

The following definitions are to be used for reporting the crimes listed in the Clery

Drug Abuse Violations
The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of State and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.

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

Crime Definitions From the National Incident- Based Reporting System (NIBRS) User Manual from the FBI's UCR Program

Sex Offenses
Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

A. Fondling—The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

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

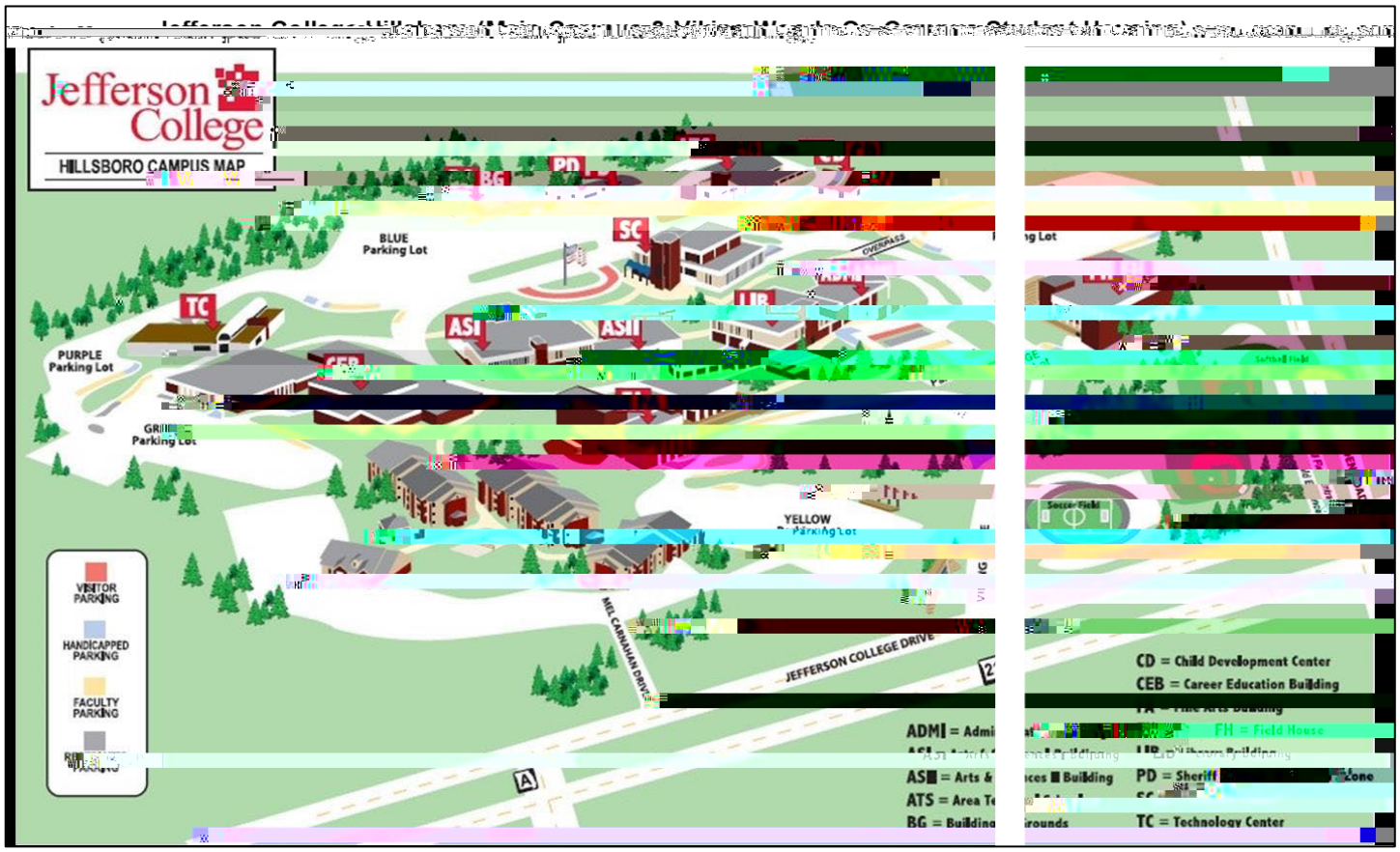
C. Statutory Rape—Sexual intercourse with a person who is under the statutory age of consent.

Crime Definitions from the Hate Crime Data Collection Guidelines and Training Manual From the FBI's UCR Program

Larceny -Theft (Except Motor Vehicle Theft)
The unlawful taking, carrying, lead1 (c)-8.o 0 Td (g,)-CID 30 BDC /TT1 1 TfP /MCID 29 D 30 n12.1 (per)w -4.12a16ne r(g,)-

Campus Maps

Jefferson College Hillsboro (JCH) & Viking Woods

Jefferson College Arnold (JCA)

Jefferson College Imperial (JCI)