

MID-AMERICA CHRISTIAN UNIVERSITY



2022

SAFETY AND FIRE REPORT

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INTRODUCTION



As Chief of Police and Director of Public Safety, I am dedicated to the Safety of Mid-America Christian University (MACU) and all of its students, faculty, and staff. The MACU Police Department (MACU PD) works closely with other Departments to ensure the safety of our campus. As members of the University Community, each of us assumes the obligation of compliance with all applicable laws, as well as University policies and regulations. The University designates personnel to key roles to ensure the Campus is safe and in compliance with all federal laws and regulations. We pride ourselves in being proactive in educating students re: personal safety, and the safety of the entire campus. The 2022 Safety and Fire Report is designed to keep all members of the University Community informed about safety and security resources on campus, including Policies and Procedures pertaining to the University Community, as well as information about educational programs on topics such as safety, substance abuse, sexual harassment, and assault. Additionally, the report contains crime and University violation statistics, as well as fire statistics.

At MACU, our focus is the success and welfare of our students. We prepare students through a Wesleyan perspective to create, collaborate, and innovate, to solve local and global problems for the Glory of God through Jesus Christ, and the good of society. We are thankful for everyone who partners with MACU to ensure the University remains a safe and secure campus.

Chief Tim Gibson, Director of Public Safety / Chief of Police



CLERY ACT REPORTING REQUIREMENTS

The Clery Act is a federal law requiring all institutions of higher education who are receiving federal financial assistance --under the programs authorized under Title IV of the Higher Education Act of 1965-- to disclose certain timely and annual information about campus crime and security policies. The Clery Act, named in memory of a Lehigh University freshman who was assaulted and murdered in her residence hall room in 1986, specifically requires colleges and universities to have in place, and to disclose, the following policies, practices and procedures:

- Policies and procedures pertaining to regulations for students and others to report criminal actions or other emergencies on campus.
- Policies concerning the security of, and access to, campus facilities --including residences-- and security considerations used in the maintenance of campus facilities.
- Campus law enforcement policies --including enforcement authority-- and policies encouraging accurate and prompt reporting of crimes.
- Descriptions of the types and frequency of programs designed to inform students and employees about campus security and crime prevention procedures, and practices to encourage students and employees to be responsible for their own security, and the security of others.
- Annual reporting of statistics concerning the occurrence on campus, in or on non-campus buildings or property, and on public property, of the following criminal offenses: murder, forcible or non-forcible sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, manslaughter, arson, arrests or persons referred for campus disciplinary action for liquor law violations, drug related violations, weapons

possession, and crimes in which the victim is intentionally selected because of race, gender, gender identity, religion, sexual orientation, ethnicity, national origin, or disability.

- Policy concerning the monitoring and recording through local police agencies of criminal activity at off-campus student organizations recognized by the University that are engaged in by university students, including student organizations with off-campus housing facilities.
- Policy regarding possession, use and sale of alcoholic beverages and enforcement of state underage drinking laws.
- Policy regarding possession, use, and sale of illegal drugs, and enforcement of federal and state drug laws.
- Description of drug and alcohol abuse education programs.
- A statement that the University will, upon written request, disclose to the alleged victim of a crime of violence or non-forcible sex offense, the report on the results of any disciplinary proceedings conducted by the University against a student who is the alleged perpetrator of such a crime or crimes.
- Campus sexual violence programs and procedures to prevent sex offenses.
- Where information concerning registered sex offenders may be obtained.
- Information regarding emergency response and evacuation procedures.
- Policy regarding missing student notification procedures.
- A statement of policy regarding campus programs to prevent domestic violence, dating violence, sexual assault, or stalking.
- Procedures that students should follow in the case of an alleged domestic violence, dating violence, sexual assault, or stalking.

Mid-America Christian University departments and offices that share responsibility for developing and implementing these policies, practices and procedures include MACU Police Department, Office of Student Life, Department of Athletics, and Human Resources Office. Each year, an email which includes the full report is sent to all enrolled students and employees regarding the Annual Report. The full report can be viewed at <http://www.macu.edu/asr/>.

A copy of this report can also be obtained in person by contacting Chief Tim Gibson at:

Chief Tim Gibson

Mid-America Christian University Police Department

3500 SW 119th Street

Oklahoma City, OK 73170

405-694-5242

405-694-3287

MACU POLICE DEPARTMENT

The Mid-America Christian University Police Department (a.k.a. "MACU PD") provides law enforcement services on the MACU campus. Officers are commissioned and sworn peace officers as authorized by state law, and have full law enforcement authority and powers. There are University police officers on duty 24 hours a day, 7 days a week. This Annual Safety and Fire Report is prepared in compliance with **20 USC 1092(f)** --the Clery Act-- which is disseminated to all employees and current students, as well as prospective employees and prospective students, upon request. This Annual Safety and Fire Report is prepared by the MACU Police Department, with input from several other University departments.

In addition, MACU PD participates in the FBI's Uniform Crime Report program through the Oklahoma State Bureau of Investigation. The annual UCR report (Crime in America) is available in most public libraries. MACU PD's chief law enforcement officer manages, directs, and controls the Police Department. The operations division provides preventative patrols and responds to emergencies throughout the year on a 24-hour basis. The operations division also performs investigations when needed.

MACU PD encourages anyone who is the victim or witness to any crime to promptly report it. Police reports are public record and cannot be held in confidence. However, victims or witnesses can report crimes on a voluntary, confidential basis, for inclusion in the annual disclosure of crime statistics to other MACU campus security authorities.

MACU PD actively encourages accurate and prompt reporting of all campus crimes. All reports are investigated to the fullest extent possible. MACU PD will assist any person wishing to report crimes in other jurisdictions, by referring the individual to the appropriate reporting or investigating agency. Statistics for the Universities annual security report are gathered from many sources, including the MACU PD, Office of Student Life, and other campus security authorities.

MACU POLICE DEPARTMENT AUTHORITY

MACU PD's authority to act upon any property of the institution, regardless of where it is situated, is conveyed by the commission granted each officer by the President of the University, under authority of the Oklahoma Campus Security Act, 74 O.S. sec. 360.15 et seq., as amended. MACU PD strives to work closely with other surrounding law enforcement agencies. These agencies include Oklahoma City Police Department (OCPD) and Cleveland County Sheriff's Office (CCSO).

While the University is private property, and constitutional protections apply, law enforcement officers may enter the campus to conduct business as needed. Additionally, the officers are invited to patrol the campus to assist MACU PD personnel in deterring crime. All law enforcement agencies are expected to check in with MACU PD when on campus.

MACU PD enjoys their strong relationship with the Cleveland County Sheriff's Office (CCSO). MACU PD personnel are CLEET-certified police officers with law enforcement and arrest authority on campus. The exercise of that authority is described in a "Memorandum of Understanding" (MOU) between CCSO and MACU PD that outlines which law enforcement agency will have jurisdiction over which types of offenses. However, as a matter of course, serious crimes are reported to CCSO for assistance, if needed.

As noted previously, CCSO is notified of all serious crimes on campus, and is immediately notified of major crimes via the telephone or two-way radio. The University relies on the telephone or two-way radio to contact the county or local emergency dispatch centers for fire and emergency medical needs. All victims are offered an opportunity to report crimes to MACU PD, Cleveland County Sheriff's Office, and/or Oklahoma City Police Department, where appropriate, under the MOU and jurisdiction where the crime occurred.

In some instances, where the Oklahoma State Bureau of Investigations (OSBI) and/or the Oklahoma Highway Patrol (OHP) resources are needed, MACU PD will ask for assistance. Crimes committed at off campus facilities under the control of MACU will be disclosed in these statistics if they come to the attention of MACU PD.

CONTACTING MACU POLICE DEPARTMENT

All emergencies should be reported immediately by utilizing the Safezone Emergency application, or by calling 405-694-5242. If you call 911, advise the person answering the 911 call that your emergency is occurring on the MACU's campus and your call will be forwarded to MACU PD. You need to download the "SafeZone" application on your phone since this is the primary way MACU PD will communicate with you. You may also wish to program the entire MACU PD phone number, (405) 694-5242, into your cellular phone as a one-touch service. You can dial 711 from any MACU business phone to reach MACU PD immediately.

SAFEZONE

In 2021, MACU employed and initiated the proprietary SafeZone public safety project, designed by CriticArt. Safezone provides unprecedented situational awareness through a command and control software which provides campus police officers as well as civilian employees with a common operating view, facilitating police officers with the ability to view each other's positions on campus. This allows emergency responders to respond faster and to minimize negative impact upon the safety of staff, faculty, students, and guests. In addition, the free SafeZone app makes it easy for students and staff to summon help via a simple tap on their mobile phone, enhancing the duty of care provided by your organization. The system also facilitates calls for help by civilian personnel and students on campus.

EMERGENCIES

MACU PD is responsible for coordinating and providing emergency and public safety services to the MACU campus. Its principal functions are:

- Law enforcement and related services;
- Coordination of security for institutional facilities and assets;
- Emergency medical assistance on a first-aid level.

NON-EMERGENCIES

MACU PD provides all law enforcement services, including the investigation of criminal offenses and traffic collisions occurring on University property, and handles official reports relating to those incidents. To report a crime in progress or a crime that just occurred, call 405-694-5242, or you can call 911. To report a criminal incident after the fact in which no one

was injured, the suspect has left the area, there does not appear to be any physical evidence, and there are no other circumstances that would necessitate the immediate presence of a police officer, call MACU PD's non-emergency number, (405) 694-5242, or or 911. While appointments with officers to make reports are always subject to an emergency or higher priority call, every effort is made to take the report in a manner most convenient to the victim.

CAMPUS SECURITY AUTHORITIES

The following individuals are MACU's preferred campus security authorities:

MACU Police Department Campus Police Department (405) 694-5242	Tim Gibson, <i>Chief of Police/ Director of Public Safety</i> Campus Police Department (405) 692-3287 tim.gibson@macu.edu
Bobbie Spurgeon-Harris, <i>Executive Vice President</i> Main Building (405) 692-3199 bobbie.harris@macu.edu	Alicia McCullar, <i>Dean of Student Development and Engagement</i> Fozard Hall (405) 692-3800 alicia.mccullar@macu.edu
Marcus Moeller, <i>Director of Athletics</i> Gaulke Center (405) 692-3102 marcus.moeller@macu.edu	Shauntae' Sourie, <i>Director of Human Resources/Title IX Coordinator</i> Kennedy Hall (405) 692-3196 darwin.marshall@macu.edu
Madeleine Williams, <i>Director of Residential Housing</i> Fowler Center (405) 692-3213 madeleine.williams@macu.edu	Blake Carlson, <i>Director of Student Life</i> Fowler Center (405) 703-8240 blake.carlson@macu.edu

The U.S. Department of Education defines campus security authorities as:

- A campus police department or a campus security department of an institution.
- Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department (e.g., an individual who is responsible for monitoring the entrance into institutional property).
- Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
- An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings.

DAILY CRIME LOG

A daily crime log is available for review 24 hours a day at 3500 SW 119th Street, Oklahoma City, OK 73170 (Campus Police Department). The information in the crime log typically includes the crime classification, date reported, date occurred, time occurred, general location and disposition of each crime. It does not include names of the parties involved.

TIMELY WARNINGS AND EMERGENCY

NOTIFICATIONS

The Mid-America Christian University issues Timely Warnings or Emergency Notifications as appropriate to keep the campus community informed about safety and security matters on an ongoing basis. When University officials have reliable information that supports the potential for significant harm, or have verified that a legitimate emergency exists, such as an immediate threat to the health and safety of students, faculty, staff, or guests, the Mid-America Christian University will immediately issue an Emergency Notification, notifying the appropriate campus community. “Confirmation of an emergency” will be based upon whether the crime or situation is considered a serious or continuing threat to students or employees, and/or is presenting the possible risk of compromising law enforcement efforts. The decision to issue a warning or notification shall be decided on a case-by-case basis, in compliance with the Clery Act and considering all available facts.

TIMELY WARNINGS

Timely warnings are issued for Clery Act crimes that occur within the MACU Clery Act geography that are reported to a campus security authority or local police agency and are considered by the University to represent a serious or continuing threat to students and employees. Determinations of when Timely Warnings will be issued are made by MACU PD. MACU PD may consult with an emergency response team in drafting the Timely Warning. The emergency response team members include the Director of Public Safety, Director of Student Life, Dean of Student Development and Engagement, Vice President of Operations, and the Executive Vice President.. Decisions to issue a Timely Warning are made on a case-by-case basis. In assessing the facts surrounding the situation, the following factors are taken into consideration:

- The nature of the crime;
- The continuing danger to the campus community;
- The possible risk of compromising law enforcement efforts.

When a determination is made that a situation warrants a Timely Warning, the warning shall include information that promotes safety, aids in the prevention of similar crimes and contains pertinent information about the crime that triggered the warning. Timely Warnings are designed to reach the entire campus community through the use of email, text message alerts, and/or phone calls.

The following are instances when a Timely Warning may be sent:

- The issuance would compromise efforts to contain the emergency;
- The crime was reported to a pastoral or professional counselor; or,
- The University followed its process to send an Emergency Notification.

EMERGENCY NOTIFICATIONS

Anyone may report an emergency to MACU PD by utilizing the Safezone application on their mobile device. This is the fastest and most efficient way to communicate an emergency with the MACU PD. You may also call 405-694-5242 which is our direct phone number. In instances in which reliable information supports the potential for significant harm to the campus community, MACU PD may consult with the Vice President of Operations for implementation of the emergency notification system. To expedite the notification process, pre-scripted and approved emergency messages have been prepared. These messages are posted with our Safezone application for immediate access and dispatch.

The University will, without delay, and taking into account the safety of the campus 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. As soon as the University has confirmed that a significant emergency, or a dangerous situation exists, the institution will:

- Take into account the safety of the campus community
- Determine what information to release about the situation; and
- Begin the notification process.

Emergency Notifications may not immediately be issued for a confirmed emergency or dangerous situation, if doing so would compromise efforts to:

- Assist a victim;
- Contain the emergency;
- Respond to the emergency;
- Mitigate the emergency.

Procedure:

1. MACU PD or other appropriate agencies (e.g. CCSO or OCPD) respond to a reported emergency or significant threat and assess the situation, to confirm that there is a significant emergency or dangerous situation.

2. MACU PD may coordinate with other responding agencies to evaluate if the significant emergency or dangerous situation is area-specific or campus-wide. MACU PD continues to monitor the threatened areas.
3. MACU PD notifies the Office of the President, Executive Vice President and Vice President of Operations of the situation. Determination is made at this time as to whether the situation warrants a campus-wide notification is sent, or if a targeted notification to a smaller segment of the campus community is more appropriate.
4. MACU PD, Dean of Student Development or the Executive Vice President sends the initial emergency notification utilizing Safezone and the pre-scripted and approved emergency messages.
5. In the event that MACU PD sends the initial emergency notification, MACU PD or the Vice President of Operations assumes responsibility for further updates, communications and any “All Clear” messaging going forward.

EMERGENCY DRILLS

MACU PD and designated persons will test the Universities emergency procedures annually and document the information concerning a description of the exercise, i.e. date, time and if announced or not announced. This documentation will be kept with the Annual Security Report at MACU PD. MACU PD conducts tornado, fire, and lockdown drills on an annual basis. These drills include evacuating and locking down the university. Drills are announced to Faculty and Staff at least one week in advance and are unannounced to students, with the exception of lockdown drills. Lockdown drills are announced one week prior to the drill to the entire campus community and, prior to the drill, a training video is shown in the chapel service. In 2022 these drills were performed on the following dates:

Fire Drills

March 24th 2022
Sept 15th, 2022

Tornado Drills

March 10th, 2022
Sept 22nd, 2022

Lockdown Drills

February 10th, 2022
Sept 8th, 2022

The following projected dates have been set for drills in 2023:

Fire Drills

January 19th, 2023
Sept 7th, 2023

Tornado Drills

February 2nd, 2023
Sept 14th, 2023

Lockdown Drills

January 26th, 2023
Sept 21st, 2023

MEDICAL EMERGENCIES

MACU PD works with Emergency Medical Services (EMS) to ensure those who are having

a medical emergency receives the proper care needed during that time. If MACU PD receives a call that someone is having a medical emergency, they respond and assess the situation at hand. MACU PD calls EMS for all situations deemed a medical emergency. If someone from the MACU community encounters someone having a possible medical emergency the following steps should be taken:

1. Do not move the patient unless his or her life is in danger.
2. Have someone stay with the patient until help arrives.
3. Utilize the Safezone app to contact MACU PD. Call 911. Tell them your name, your exact location and a brief description of the problem. Do not hang up until told to do so. The 911 Operator will notify the MACU PD officer on-duty officer(s), so EMS can be assisted in getting to the scene of the emergency, by meeting them, in order to guide them to the patient.



CLERY ACT BUILDING DEFINITIONS

On-Campus: Includes any building or property owned or controlled by the University within the same reasonably contiguous geographic area of the University and used by the University in direct support of, or in a manner related to the University's educational purposes.

Non-Campus: Includes any building or property owned or controlled by student organizations officially recognized by the school; or any building or property (other than a branch campus) owned or controlled by the school, that is used in direct support of, or in relation to, the school's educational purposes, is frequently used by students, and that is not within the same reasonably contiguous area of the school.

Public Property: Includes all public property that is within the same reasonably contiguous geographic area of the school; such as a sidewalk, a street, other thoroughfare, or parking facility, and is adjacent to a facility owned or controlled by the school if the facility is used by the school in direct support of, or in a manner related to the University's educational purpose.

MAINTENANCE OF CAMPUS FACILITIES

A variety of features have been implemented in the maintenance of the campus facilities to increase the safety and security of the campus. These features include landscaping and a well-manicured lawn, outside cameras, mirror tinted windows on front-facing buildings, cement or plastic bases on parking poles, speed bumps, and controlled access locks on three buildings. MACU PD police officers regularly patrol and report malfunctioning lights and other unsafe physical conditions to the Facilities Department for correction. Other members of the Mid-America Christian University community are helpful when they report equipment problems to the Facilities Department (405) 692-3258.

CLERY ACT CRIMINAL OFFENSE DEFINITIONS

The following are crime definitions for Clery Act statistics purposes. Local jurisdiction crime definitions may vary.

Murder and non-negligent manslaughter: The willful (non-negligent) killing of one human being by another.

Manslaughter by Negligence: The killing of another person through gross negligence.

Sexual Violence: Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent. For Clery Act reporting, the following are types of Sexual Violence:

Rape: The penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

- 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. In Oklahoma, the age of consent is 16.

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 is usually 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 and probably would result in serious personal injury if the crime were successfully completed.)

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

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

Motor vehicle theft: The theft or attempted theft of a motor vehicle, including all cases

where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned, including joy-riding.

Hate Crime: A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Under the Clery Act, bias includes race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, and disability. Categories of bias included are:

- **Race:** A pre-formed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc). Genetically transmitted by descent and heredity which distinguish them as distinct divisions of humankind (e.g., Asians, blacks, whites).
- **Religion:** A pre-formed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being (e.g., Catholics, Jews, Protestants, atheists).
- **Sexual Orientation:** A pre-formed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation. Sexual orientation is the term of a person's physical, romantic, and/or emotional attraction to members of the same and/or opposite sex, including lesbian, gay, bisexual, and heterosexual individuals.
 - **Gender:** A pre-formed negative opinion or attitude toward a person or group of persons based upon their actual or perceived gender (male or female).
 - **Gender Identity:** A preformed negative opinion or attitude toward a person or group of persons based upon their actual or perceived gender identity (e.g., bias against transgender or gender non-conforming individuals).
 - **Ethnicity:** A pre-formed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry.
 - **National Origin:** A pre-formed negative opinion or attitude toward a group of people based upon their actual or perceived country of birth.
 - **Disability:** A pre-formed negative opinion or attitude toward a group of persons based upon their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age, or illness.

ADDITIONAL CLERY ACT CRIMINAL OFFENSE

DEFINITIONS

The following additional crimes are reportable under the Clery Act if they are Hate Crimes:

- **Larceny-theft:** The unlawful taking, carrying, leading, or riding away of property from the possession, or constructive possession, of another person.
- **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, or vandalism of property:** To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

VIOLENCE AGAINST WOMEN ACT

In accordance with the Violence Against Women Act, statistics on dating violence, domestic violence, and stalking are reportable under the Clery Act since March 7, 2014.

- **Domestic violence:** A felony or misdemeanor crime of violence committed (i) by a current or former spouse or intimate partner of the victim; (ii) by a person with whom the victim shares a child in common; (iii) by a person who is cohabitating with or has cohabited with the victim as a spouse or intimate partner; (iv) by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; (v) by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

- **Dating violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on a consideration of the following factors: the length of the relationship, the type of the relationship, and the frequency of interaction between the persons involved in the relationship.
- **Dating violence continued:** For purposes of this definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.
- **Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others; and suffer substantial emotional distress. Course of conduct means two or more acts, including but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property . Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

ARRESTS AND REFERRALS

The following definitions apply to various forms of violations:

- **Drug law violations:** The violation of Oklahoma state and local laws relating to the unlawful 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 Oklahoma state and local laws, specifically those related to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.

- **Liquor Law Violations:** The violation of Oklahoma state and local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.
- **Weapons Law Violations:** The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.



SEX OFFENSES, DOMESTIC VIOLENCE, DATING VIOLENCE, STALKING, AND MISSING PERSONS

Sex Offender Registration Students or employees who are required to register as sex offenders or violent offenders must promptly register in person with MACU PD, in addition to registering with any other required authorities. According to the Sex Offenders Registration Act and the Mary Rippey Violent Crime Offenders Registration Act, 57 O.S. §§ 581-599.1, failure to promptly register is a felony. The Oklahoma Department of Corrections provides a sex offender registry for public viewing at the following web address: sors.doc.state.ok.us/svor/f?p=119:1: and the national registry at nsopw.gov. Information on federal prisons can be viewed at bop.gov. Please remember that only offenders convicted after November 1999 will be included in the sex offender registries. For more information, contact MACU PD in person or at (405) 694-5242.

The following sections of information (in italics) are quoted verbatim (in first person) from printed and electronically distributed information provided to MACU students, pertaining to rights, protections, and resources available to them, according to state and federal laws, as well as policies and specialized services provided by Mid-America Christian University:

VICTIM INFORMATION

If you are a victim of sexual violence, you are not alone and you are in no way responsible for your assault.

WHAT TO DO IF YOU ARE A VICTIM OF VIOLENCE

- a. If you are not safe and need immediate help, call the police (911). If the incident happened on campus, call MACU PD at (405) 694-5242 or 711 from a MACU landline. If the incident occurred elsewhere in Oklahoma City, call the Oklahoma City Police Department at (405) 231-2121. If the incident happened anywhere else, call the law enforcement agency that has jurisdiction in the location where it occurred.*
- b. Do what you need to do to feel safe. Go to a safe place or contact someone with whom you are comfortable. You can call the Oklahoma City Rape Crisis Center at (405) 943-7273 to get advice and discuss options for how to proceed.*
- c. Do not shower, bathe, douche, brush your teeth, garble, change or destroy clothes, eat, drink, smoke, chew gum, take any medications or straighten the room or place of the*

incident. Preserving evidence is critical for criminal prosecution. Although you may not want to prosecute immediately after the incident, that choice will not be available without credible evidence. NOTE: The evidence collected can also be useful in the campus administrative disciplinary process.

- d. Go to the St. Anthony Healthplex South (I-44 and S.W. 134th Street, (405) 815-5600) to receive care. While in the emergency room, treatment will be provided for sexually transmitted diseases. The ER will contact a SANE nurse to speak to you. A SANE nurse is defined as a qualification for forensic nurses who have received special training to conduct sexual assault evidentiary exams for rape victims.*
- e. If you call the Oklahoma City Rape Crisis Center at (405) 943-7273 a sexual assault nurse examiner (SANE), a police officer, and a rape volunteer advocate will be sent to the exam site.*
- f. Upon arrival at St. Anthony Healthplex, you will be taken to a private exam area. The nurse, advocate, and police officer will be directed to this same location. You will be examined to treat any injuries and to gather evidence.*
- g. The rape advocate will support you throughout the entire exam, which will be performed by the nurse. The advocate will provide a packet of written materials that contains information about common reactions to rape, follow-up medical needs and support services.*

You do not have to involve law enforcement if you wish, although police do have to conduct an investigation if charges are to be filed against your assailant.

DEFINITION OF CONSENT

Effective Consent is:

- informed;*
- freely and actively given;*
- mutually understandable words or actions; and Indicates a willingness to participate in mutually-agreed-upon sexual activity.*

As of June 6th, 2016 the State of Oklahoma has defined consent under the following statute: 21 Okla. Stat. § 113 (also see Crime Definitions).

ON and OFF CAMPUS RESOURCES

Sexual violence can be very emotionally disruptive, and it takes time to come to terms with such a major stress. In addition to support that may be found in family and friends, the following agencies and departments can serve as resources for you.

It is important to be aware that different individuals who you may contact for assistance following an incident may have different responsibilities regarding confidentiality, depending on their position. Under state law, some individuals can assure the victim of confidentiality, including counselors and certified victims' advocates. In general, however, any other institution employee cannot guarantee complete confidentiality, unless specifically provided by law. As is the case with all colleges and universities, Mid-America Christian University must balance the needs of the individual victim with an obligation to protect the safety and well-being of the community at large.

COUNSELING RESOURCES

Victims are strongly encouraged to contact MACU PD (405) 694-5242 and/or the Office of Student Life (405) 692-3242 for assistance in locating available resources in areas such as counseling, health, mental health, victim advocacy and/or legal assistance on and off campus.

Upon availability, Mid-America Christian University can provide confidential counseling free of charge for all of our College of Arts and Sciences students as well as any College of Adult and Graduate Studies students able to drive to the university's main location for sessions. Counseling Services are provided by Graduate students in the Master of Science in Counseling program completing the practicum/internship portion of their program. The students are under supervision by both a licensed on-site supervisor as well as their university supervisor who is also a licensed practitioner. To make an appointment contact Jamie.anderson@macu.edu.

With the understanding that MACU does not endorse any specific individual, group, or organization, here is a list of some available community services that a victim may wish to contact about services offered:

- *Heartland Health – Provides Referral and Support 1 (800) 273-TALK (8255)*
- *Norman Domestic Violence Crisis Line (405) 701-5540*
- *Norman Rape Crisis Center – Women's Resource Center (405) 701-5660*
- *Oklahoma City Rape Crisis Center – YWCA (405) 943-7273*
- *Oklahoma Coalition Against Domestic Violence and Sexual Assault (405) 524-0700*
- *OK VINE*
 - *Criminal Tracking and Victim Notification 1 (877) OK2-VINE*
 - *www.vinelink.com*
- *Rape Hotline (405) 943-7273*
- *Oklahoma Safelin*

- o Domestic Violence, Sexual Assault, or Stalking (800) 522-SAFE
- Suicide Hotline
 - o 1-800-273-TALK (8255)
 - o 1-800-SUICIDE (784-2433)
- Cleveland County Victim-Witness Coordinator (405) 573-1352

OTHER LOCAL SERVICES AVAILABLE TO VICTIMS

- Mid-America Christian University Police Department (405) 692-3100
- Mid-America Christian University Student Life Office (405) 694-3242
- Mid-America Christian University Title IX Coordinator (405) 692- 3275
- Cleveland County District Attorney's Office (405) 321-8268
- Cleveland County Sheriff's Office (405) 701-8888
- Oklahoma City Police Department (405) 231-2121
- Oklahoma County District Attorney's Office (405) 713-1639

MEDICAL SERVICES (OFF-CAMPUS)

St. Anthony Healthplex South
I-44 and S.W. 134th Street
(405) 815-5600

SW Integris Medical Center
4401 S. Western Avenue, OKC
(405) 636-7000

Additional information on resources as well as educational information on sexual violence prevention can be found at:

<https://www.whitehouse.gov/1is2many>

Also, refer to <http://notalone.gov> for more information and resources.

REPORTING OPTIONS

All forms of sexual violence should be reported, no matter the severity. Mid-America Christian University's primary concern is safety; therefore, individuals should not be deterred in reporting even if the use of alcohol or other drugs was involved.

Mid-America Christian University encourages victims of sexual violence to talk to someone about what happened so they can receive support, and so that the institution can respond appropriately. Mid-America Christian University offers both confidential reporting and non-confidential reporting options. It is important to be aware that different individuals who victims can contact for assistance following an incident may have different responsibilities regarding confidentiality [depending on their position]. Under state law, some individuals

[including counselors and certified victim's advocates] can assure a victim of confidentiality. In general, however, any other institution employee cannot guarantee complete confidentiality, unless specifically provided by law. As is the case with all colleges and universities, the institution must balance the needs of the individual victim with an obligation to protect the safety and well-being of the community at large.

The University has adopted a mandatory reporting model for staff and faculty members, whereby only the counseling center is considered a confidential reporter.

CONFIDENTIAL REPORTING OPTIONS

Confidential reporting options provide students with the ability to confidentially report and discuss an instance of sexual violence without their information being shared with others. Please note confidential reporting limits the institution's ability to respond to incidents.

PROFESSIONAL COUNSELORS

Professional and licensed counselors who are employed by the University to provide mental health counseling (including those who act in that role under the supervision of a licensed counselor) are not required to report any information about an incident to the Title IX coordinator without a victim's permission. These individuals are also not required by the Clery Act to report.

Mid-America Christian University values the holistic care of our students. For this reason, upon counselor availability, we are committed to providing confidential counseling free of charge for all of our College of Arts and Sciences students as well as any College of Adult and Graduate Studies students able to drive to the university's main location for sessions. Counseling services are provided by Graduate students in the Master of Science in Counseling program completing the practicum/internship portion of their program. The students are under supervision by both a licensed on-site supervisor as well as their university supervisor who is also a licensed practitioner. To make an appointment contact Dorothy Koglin at (405) 692-3160. Additional support is available to students who live in the residence halls. Residential students have access to professional resident directors and a staff of student residence hall assistants that also live in the residence halls. The trained personnel are skilled in perceiving and providing programs and interventions to enhance spiritual, social and emotional growth.

VICTIM ADVOCATE

Mid-America Christian University does not employ a Victim Advocate. The University encourages victims to speak to MACU PD or the Office of Student life. For criminal proceedings, resources and information are available through the Cleveland County Victim-Witness Coordinator. Victims are also encouraged to use the local resources provided on previous pages.

NON-CONFIDENTIAL REPORTING OPTIONS

The Clery Act requires all other employees (excluding counselors) who become aware of an instance of sexual violence to report the instance to the MACU Police Department. The victim's name should not be reported to the police without the victim's permission. The report should include the nature, date, time, and general location of an incident. This is a limited report which includes no information that would directly or indirectly identify the victim. This allows for the institution to track patterns, evaluate the program, and develop appropriate campus-wide responses.

A "responsible employee" is an employee who has the authority to redress sexual violence, who has the duty to report incidents of sexual violence or other student misconduct, or who a student could reasonably believe has this authority or duty. Examples include but are not limited to faculty members, advisors, employees in student services offices and anyone in a supervisory role.

When an instance of sexual violence is reported to a "responsible employee" the reporter can expect the incident will be reported to the Title IX Coordinator. A responsible employee must report to the Title IX Coordinator all relevant details about the alleged sexual harassment or sexual violence shared by the victim including names, date, time and specific location of the alleged incident.

To the extent possible, information reported to a responsible employee will be shared only with people responsible for handling the institution's response to the report. A responsible employee should not share information about the victim to law enforcement.

When a victim tells a responsible employee about an incident of sexual violence, the victim has the right to expect the institution will investigate the alleged sexual violence, end any sexual violence, prevent the sexual violence from reoccurring, and educate on sexual violence.

Before a victim reveals any information to a responsible employee, the employee should ensure that the victim understands the employee's reporting obligations and if the victim wants to maintain confidentiality, then the student should be directed to a confidential resource. Employees can learn more about interacting with a victim of sexual violence at notalone.gov.

REQUESTS FOR CONFIDENTIALITY FROM A NON-CONFIDENTIAL REPORTER

If a victim discloses an incident to a responsible employee but wishes to maintain confidentiality or requests that no investigation into a particular incident be conducted or conduct action taken, Mid-America Christian University must weigh that request against the obligation to provide a safe environment for all students, including the victim.

If the institution honors the request for confidentiality, the victim must understand that the institution's ability to meaningfully investigate and respond to the incident may be limited. Although rare, there are times when the University may not be able to honor a victim's request in order to provide a safe environment for all students.

When weighing a victim's request for confidentiality or that no investigation or conduct process be pursued, the following will be considered:

- *The increased risk that the alleged respondent will commit additional acts of sexual or other violence, such as:*
 - *whether there have been other sexual violence complaints about the same alleged respondent;*
 - *whether the alleged respondent has a history of arrests or records from a prior school indicating a history of violence;*
 - *whether the alleged respondent threatened further sexual violence or other violence against the victim or others;*
 - *whether the sexual violence was committed by multiple respondents;*
 - *whether the sexual violence was perpetrated with a weapon;*
 - *whether the victim is a minor;*
 - *whether the institution possesses other means to obtain relevant information of the sexual violence (e.g., security cameras or personnel, physical evidence);*
 - *whether the victim's report reveals a pattern of perpetration (e.g., via illicit use of drugs or alcohol) at a given location or by a particular group.*

The presence of one or more of these factors could lead the institution to investigate and, if appropriate, pursue conduct action. If none of these factors are present, the institution will likely respect the victim's request for confidentiality. If it is determined that the institution cannot maintain a victim's confidentiality, the institution will inform the victim prior to starting an investigation. Mid-America Christian University will remain ever mindful of the victim's well-being, and will take ongoing steps to protect the victim from retaliation or harm and work with the victim to create a safety plan. The institution may not require a victim to participate in any investigation or conduct process. Retaliation against the victim, whether by students or institution employees, will not be tolerated.

REPORTING TO THE POLICE

Mid-America Christian University strongly encourages individuals to report sexual violence and any other criminal offenses to the police. This does not commit you to prosecute, but will allow the gathering of information and evidence. The information and evidence preserve future options regarding criminal prosecution, institution conduct actions and/or civil actions against the perpetrator.

If the incident happened on campus, it can be reported to the MACU PD in the Campus Police Department, 3500 SW 119th Street, Oklahoma City, OK 73170 or at (405) 694-5242. If the incident occurred elsewhere in Oklahoma City, OK, it can be reported to the Oklahoma City Police Department at 5501 South Portland Avenue, Oklahoma City, OK or at (405) 231-2121. If the incident happened anywhere else, it can be reported to the local law enforcement with jurisdiction in the location where it occurred.

Please know that the information you report can be helpful in supporting other reports and preventing further incidents. Even though you may not yet be willing to commit to facilitating the filing of charges, information that you provide may be helpful in solving other crimes, leading to successful identification and prosecution of serial offenders who have victimized others.

REPORT TO STUDENT LIFE

Anyone can report any instances of sexual violence to Student Life at the Fowler Student Center, 3500 SW 119th St., or at (405) 692-3242. A complaint should be filed as soon as possible, preferably within 180 calendar days of the incident. If either the victim or the accused is a student, the incident will be addressed through the Student Life conduct process once a complaint is filed.

Additionally, as stated above, Mid-America Christian University strongly encourages individuals to report any instance of sexual violence to MACU PD.

INTERIM MEASURES

The Title IX Coordinator and Director of Student Life can put in place interim measures for student victims of sexual violence as needed. A formal complaint does not need to be submitted to have interim measures put in place. Mid-America Christian University will maintain as confidential any interim measures provided as long as it does not impair the ability to provide the interim measures.

*a. **Assistance in Reporting:** MACU Student Life can assist you in filing a complaint with the institutional conduct process and the appropriate law enforcement agencies against the student(s) who caused harm.*

*b. **No Contact Order:** Student Life can put in place a No Contact Order between the complainant and the respondent, which would prohibit contact between both parties through any means of communication, as well as not having others make contact on their behalf.*

*c. **Emergency Protective Order:** MACU PD can assist you in filing for an Emergency Protective Order in Cleveland County District Court. This is a court-ordered petition that prohibits contact between the complainant and respondent.*

*d. **Safety Measures:** Student Life can coordinate any reasonable arrangements that are necessary for your ongoing safety. This includes transportation arrangements or providing an escort.*

*e. **Living Arrangements:** Student Life can assist in changing your on-campus living arrangements or that of the accused to ensure safety and a comfortable living situation.*

*f. **Academic Arrangements:** The Student Success Center can assist in adjusting your academic schedule or that of the accused as well as assist in providing access to academic support services.*

*g. **Other Interim Measures:** Student Life can coordinate any reasonable arrangements to address the effects of the sexual violence on you, including connecting you with counseling, health care or academic support resources.*

EDUCATIONAL PROGRAMMING

Mid-America Christian University has held the following educational classes and programs, during the 2021-2022 school year, for the students attending Mid-America Christian

University. Along with the following classes, MACU PD also trains faculty, staff, and students on active shooter response and the Violence Against Women Act.

AlphaPoint.me

All MACU students are required to complete this program. AlphaPoint.me is a comprehensive resilience program that addresses substance use, mental health, sexual assault, relationships, diversity, civility, and connections with campus and the local community. The program utilizes an online video series, including interactive modules, which optimize learning and behavior change.

National Campus Safety Awareness Month

MACU participates in the National Campus Safety Awareness Month where each week was a different emphasis on safety. These events were a lockdown drill with video shown in chapel about "Avoid - Deny - Defend," emergency preparedness table, and personal safety and awareness table.

Resident Advisor Training

Each year in August all resident hall advisors attend training from a representative from MACU PD where they are taught about MACU's emergency procedures, violence against women act, and warning signs of domestic violence, dating violence, and stalking.

Mid-America Christian University prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking, as defined in the Definitions section of this report. Mid-America Christian University further prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking, as defined under Oklahoma law.

MISSING PERSON NOTIFICATIONS

In accordance with Section 485 of the Higher Education Act, 20 U.S.C. § 1092(j), Mid-America Christian University has developed this investigation and notification policy regarding students who reside in campus housing, and have been reported as missing.

If a member of the Mid-America Christian University community has reason to believe that a student who resides in on-campus housing is missing for an unexplained amount of time, he or she should immediately notify the MACU PD, who will generate a missing person report, initiate an investigation, and notify the Director of Student Life, as soon as possible. Students

residing in on-campus housing may register a general emergency contact to be contacted by the Director of Student Life, in the event the student is determined to be missing. If a student has identified such an individual, the Director of Student Life will notify that individual no later than 24 hours after the student is determined to be missing. A student who wishes to identify a confidential contact can do so by contacting the Student Life Office at 405-692-3242. A student's confidential contact information will be accessible only by authorized campus officials and law enforcement in the course of the investigation.

After investigating a missing person report --and if MACU PD determines the student has been missing for 24 hours-- Departmental personnel will notify Oklahoma City Police Department, and the Director of Student Life will notify the student's emergency contact, no later than 24 hours after the student is determined to be missing. Exception to this procedure applies in cases where there is some articulable reason to believe that the missing student should be considered "endangered." Reasons for this determination shall include, but not be limited to: evidence of foul play and/or coercion, involuntary disappearance, vulnerability due to a medical or psychiatric condition, et cetera. In those cases, the emergency contact and/or parents(s) or guardian(s) shall be contacted immediately by the investigating police officer, as well as the Director of Student Life.

In cases involving endangerment for the reasons listed above, the investigating officer may elect to facilitate registration with the NCIC, and to contact other appropriate authorities, as indicated.

If the missing student is under the age of 18, and is not a legally-emancipated individual, the Director of Student Life will notify the student's parent or legal guardian immediately after MACU PD has determined that the student should be identified as being missing, regardless of the circumstances of the disappearance.

ILLEGAL USE OF ALCOHOL AND DRUGS

ALCOHOL AND DRUG POLICIES

The Drug Free Schools and Communities Act Amendments of 1989 require an institution of higher education to certify to the U.S. Department of Education by 10-1-90, that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees in order to remain eligible for federal financial assistance of any kind. An illicit drug is the non-medical use of a variety of drugs that are prohibited by international law. This policy is adopted by MACU to comply with this statutory directive and encourage a culture of compliance. The university is committed to providing education regarding the negative impacts of illicit drug use, misuse of prescription drugs, and the excessive or illegal consumption of alcohol.

In addition to the above policy, MACU regards the display of paraphernalia representing alcohol, drugs, and/or tobacco as incongruent with the University's policy. Any student who chooses to engage in the use of alcoholic beverages, hallucinogenic drugs (including but not limited to marijuana, and synthetic narcotics or other controlled substances (not properly prescribed and used), tobacco products and paraphernalia (including vapors and electronic cigarettes) is subject to disciplinary action. This policy applies to a student's conduct both on and off campus during any period of enrollment.

MACU is committed to maintaining a workplace free of drugs and alcohol and prohibits drug and alcohol abuse by its employees. To promote this goal, employees are required to report to work in appropriate mental and physical condition to perform their jobs in a satisfactory manner.

While on MACU premises and while conducting business-related activities off MACU premises, no employee may use, possess, distribute, sell, or be under the influence of alcohol or illegal drugs. The legal use of prescribed drugs is permitted on the job. However, if they carry the possibility of impairing an employee's ability to perform the essential functions of his/her job effectively and in a safe manner, the employee needs to discuss this possibility with his/her supervisor as soon as possible. In the absence of such a conversation, if it becomes evident to the supervisor that prescription drugs are impairing an employee's ability to function in his/her job, the supervisor will initiate a conversation regarding how to address the situation.

ALCOHOL AND DRUG ABUSE EDUCATION PROGRAMS

MACU has programs to help in preventing the illicit use of drugs and the abuse of alcohol by students and employees. These programs provide services related to drug use and abuse including dissemination of informational materials, educational programs, counseling services, referrals and college disciplinary actions.

MACU PD provides an overall coordination of the Drug-Free School Program. However, many services are coordinated by other areas of the institution. These include:

- AlphaPoint.me;
- Chapel Speakers: Twice a week students, faculty, and staff gather for chapel through the academic school year. A different speaker is brought in to the chapel to speak about spiritual based issues students can relate to have a greater encounter with God;
- College Disciplinary Actions: Vice President for Student Engagement & Success, Director of Student Life, Residence Directors, and MACU PD work together to ensure MACU's drug and alcohol policy is enforced;
- Counseling Services: Referrals can be made by the MACU Office of Student Life, Campus Ministries, as well as any other faculty and staff member.

As mentioned in the previous chapter on Sex Offenses, Domestic Violence, et al, Mid-America Christian University values the holistic care of our students. For this reason, upon counselor availability, we are committed to providing confidential counseling, free of charge, for all of our College of Arts and Sciences students as well as any College of Adult and Graduate Studies students able to drive to the university's main location for sessions. Counseling services are provided by Graduate students in the Master of Science in Counseling program completing the practicum/internship portion of their program. The students are under supervision by both a licensed on-site supervisor as well as their university supervisor who is also a licensed practitioner. To make an appointment contact Jamie.anderson@macu.edu. . Additional support is available to students who live in the residence halls. Residential students have access to professional resident directors and a staff of student residence hall assistants that also live in the residence halls. The trained personnel are skilled in perceiving and providing programs and interventions to enhance spiritual, social and emotional growth.

Regarding referral services: Office of Student Life, MACU PD, and Campus Ministry are available to assist students in locating outside resources for students who need help. These services are listed in the On and Off Campus Resources section of this report.

DISCIPLINARY PROCEEDINGS

Anyone can report any instances of sexual harassment and sexual violence --as well as other crimes or violations of the Student Code of Conduct-- to the MACU Police Department, in person or via the **Safezone** app or to the Student Life Office in the Fowler Center, or at (405) 692-3242. Students or staff may submit a Record of Concern by clicking on this link: [Record of Concern](#). They can also find the link on the MACU Portal.

A student, faculty member, or staff member who has a complaint against another student, faculty, staff member, or other individual involving a violation of Title IX, or of retaliation, should contact the Title IX Coordinator or Title IX Investigator. This information can be found at <http://www.macu.edu/consumer-information/title-ix.html>

If either the victim or the accused are students, the incident will be addressed through the University Student Life student conduct process once a complaint is filed. When the victim or accused is an employee, the Department of Human Resources will be involved.

Mid-America Christian University strongly encourages individuals to report any instance of sexual harassment and sexual violence to the police.

In cases where there is a possible violation of Title IX, the University Title IX Coordinator will make a preliminary inquiry to determine if a Title IX investigation is warranted. Every reasonable effort will be made for the investigation phase to be completed within sixty days of filing of a complaint or the date on which the University becomes aware of a violation.

Interim measures are offered to the complainant and are listed in the Interim section of this report. Proceedings will be prompt, fair and impartial from the initial investigation to the final result. The University will simultaneously notify, in writing, both the accuser and the accused of the result of any institutional disciplinary proceeding that arises from an allegation, the University's procedure for the accused and victim to appeal the result of the proceeding, any change to the result, and when results become final. Upon request the University will disclose the results of any disciplinary proceeding conducted by the University against a student who is the respondent of any crime of violence or a non-forcible sex offense to the alleged victim or next of kin, if the victim is deceased.

The University will provide the complainant and respondent with the same opportunities to be accompanied to any related meeting or proceeding by an advisor of his/her choice.

The Student Life Office uses a preponderance of the evidence standard when determining the violation of MACU regulations and Title IX. The following measures may be used to assist the Office of Student Life with disciplinary actions as deemed necessary by the

code of conduct. This list is not a hierarchy of discipline; therefore, a student could be subject to any of the following actions at any time. These are in line with the Discipline Guide Sheet, found in Appendix A of the MACU Student Handbook.

Verbal Warning

A statement of the standard of conduct that has been violated is given, as well as an official verbal warning explaining the possible results of further misconduct. Students who do not respond to the warning will be subject to further disciplinary actions.

Written Warning

A statement of the standard of conduct that has been violated is given, as well as an official written warning explaining the possible results of further misconduct. The written warning is kept in the student's file. Students who do not respond to the warning will be subject to further disciplinary actions.

Campus Community Service

Students may be sanctioned to complete community service. This is in addition to required community service. Sanctioned community service is served on campus; as to help restore the individual to the community.

Loss of Guest Privileges

If a student violates guest policies or has unauthorized guests on campus, that student may lose the privilege of having guests on campus.

Loss of Open House Privileges

When applicable, students may lose the privilege of having guests of the opposite sex in their rooms. This would also limit a roommate from having guests of the opposite sex during Open House hours.

Fine

Specific monetary amounts may be levied for violation of policies. All fines will be added to the student's account and must be paid before enrolling in courses for the next semester or receiving a diploma.

Accountability Project

If deemed appropriate for the situation, a student may be assigned a project as a part of the sanction procedures. This project could include reading a book, writing a paper, etc.

Accountability/Mentoring

As a part of the restorative justice model for our discipline process, we have included an accountability and mentoring relationship. Mentors must be a faculty/staff member and will be selected by the Office of Student Life.

Substance Abuse Prevention Program

Students assigned this sanction will complete a Substance Abuse Prevention program with MACU PD..

Suspension

Suspended students shall not participate in any university-sponsored activities and may be barred from university premises (resident students will be asked to move out of the residence halls while under suspension). Any academic work missed is the responsibility of the student. Suspension may also include voluntary separation from MACU under advisement of university officials without the privilege of re-admittance for a specified period of time. Other sanctions or conditions may be required before re-admittance is granted. No refunds are made in the case of a suspension.

Expulsion

Expulsion is the immediate separation from the university with appropriate notation on a student's behavioral file. No refunds are made and the student will suffer disciplinary consequences. MACU reserves the right to restrict a dismissed student's access to, or bar his or her presence from, the university premises or activities.

Professional Counseling

Students may have the option to choose professional counseling during the discipline process. Any fees associated with counseling through the discipline process are the responsibility of the student.

Disciplinary Probation

Disciplinary Probation serves as a period of observation. If no other disciplinary issues arise, probation does not impact that student in any way. If, however, there are conduct issues while a student is on probation, the consequences are amplified, up to suspension and expulsion.

Involvement Restriction of participation in future student or university activities may occur. The Office of Student Life will set specific probationary periods. Involvement Restriction will result in loss of student privileges such as:

- Participation in junior varsity/varsity sports (this includes all team activities).

- Participation in activities in which the student functions as an official representative of the University.
- Opportunity to hold or run for student offices.

Restitution

Payment to the University or other persons, groups, or organizations for damages occurring as the result of a violation of the Community Covenant may be required. The Office of Student Life will specify a restitution amount. All restitution must be paid in full or provisions made for payment within thirty (30) days of their assessment.



SAFETY AND SECURITY TIPS

With no intention to blame victims, and with recognition that only those who commit crimes are responsible for those actions, these suggestions may nevertheless help reduce the risk of being a victim of a crime.

ON CAMPUS

- Never walk alone at night. Call a friend or MACU PD for an escort on the campus.
- Always be aware of your surroundings. Walk purposefully, and make eye contact with strangers.
- In parking lots, have keys ready when you approach your car to make your entry faster.
- After dark, try to park in a well-lit area close to your destination.
- Always lock car doors and roll up windows. Keep valuables out of sight or in the trunk.
- If you feel threatened, immediately go to an open building where there are other people or to the Fowler Center where the Police Department is located.
- Never leave personal items unattended or unlocked.
- Emergency 911 telephone calls made from cell phones will not be answered by MACU PD but may be directed to another 911 call center. In most cases, this will be the City of Oklahoma City 911 Center. For faster assistance, download the **Safezone** application to your mobile device. If you call 911, advise the person answering the 911 call that your emergency is occurring on Mid-America Christian Universities campus and your call should be forwarded to MACU PD.

AT HOME

- Always lock apartment and residence hall room doors, even when you are there. Take keys with you, even when stepping out for “just a second”.
- If you live in an area with locked doors, such as a residence hall, do not let strangers in without a key or MACU ID card. This protects both you and your neighbors.
- Keep windows locked.
- Don’t lend out your keys or MACU ID card or leave them lying around.
- Detach house keys from the main key ring when having vehicles serviced.
- Utilize Peepholes or safety chains. Don’t open doors without verifying the identity of the person on the other side.
- Don’t keep expensive jewelry, collectibles, or large amounts of cash at home.
- Don’t advertise your absence, especially on your voice mail greeting or any social networking sites. Put only a basic message on your voice mail identifying the phone number and requesting that callers leave a message.

IN SOCIAL SITUATIONS AND TRAVELING ABROAD

- When dating someone you don’t know well, ask people you trust about your date.
- Socialize in groups so that you’re not alone with just one person. There really is safety in numbers.
- Drive yourself and carry extra money in case you need to get home.

- If you feel uncomfortable, there's probably a reason. It's better to do something you may consider rude than to remain in a dangerous situation.
- Remember that alcohol impairs both your decision-making processes and the ability to communicate.
- Keep all drinking glasses, bottles or other open containers in sight at all times. When accepting a drink of some kind, make sure that you open the container yourself and be aware that ice cubes could contain harmful substances as well.
- If you drink, DO NOT drive!
- Always use a buddy system when traveling abroad.

GUARDING YOUR PRIVACY ON SOCIAL NETWORKING SITES

- Do not give out information simply because it is requested.
- Giving out birth dates, full names, addresses, phone numbers, Social Security Numbers, bank or credit card accounts, and other personally identifiable information can lead to identity theft and cyberstalking.
- Select gender-neutral usernames.
- Protect your passwords.
- Be cautious about arranging personal meetings with new online acquaintances.
- Only post information that you are comfortable having others see, including parents, potential employers, instructors, etc.
- Trust your instincts!



AVOIDING IDENTITY THEFT

Identity theft is the nation's fastest growing crime. If you become a victim of identity theft, it can take years to restore your credit and clear your name. Mid-America Christian University takes precautions to protect the identities of its faculty, staff and students, but here are a few things you should do and not do.

- **DO:** Only enter your sensitive personal information (Social Security number, credit card numbers, date of birth) on trusted sites.
- **DO:** Immediately contact your credit card company about illicit charges on your credit card.
- **DO:** Find out why your card is unexpectedly denied.
- **DO:** Shred receipts, bills and other documents that might contain personal information.
- **DO:** Obtain a copy of your credit report periodically. Active accounts that you do not recognize could indicate fraudulent activity.

IF YOU SUSPECT YOUR IDENTITY HAS BEEN STOLEN

- **DO:** File a report with MACU PD and obtain a copy of this report or the report number.
- **DO:** Notify one of the three credit reporting agencies to put in place a fraud alert.
- **DO:** File a report with the Federal Trade Commission (identitytheft.gov/ or 1-877-IDTHEFT)
- **DON'T:** Share your passwords with anyone, even family or close friends.
- **DON'T:** Ignore calls from creditors about charges. This could be the first sign that your identity has been stolen.
- **DON'T:** Reply to emails that request personal information. These messages are called Phishing messages, and they are common tools of identity thieves.
- **DON'T:** Leave paperwork that contains personal information lying around for others to see.

CRIME STATISTICS

Mid-America Christian University Campus Clery Act Statistical Summary

[illegible]

Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MV Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Number of Arrests/Referrals for Selected Offenses															
	Mid-America Christian University						Non-Campus Property			Public Property			Total		
Offense Type	2019		2020		2021		2019	2020	2021	2019	2020	2021	2019	2020	2021
(includes attempts)	Res.	Total	Res.	Total	Res.	Total									
Liquor Law Violations															
Arrest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Referral	2	2	0	0	0	0	0	0	0	0	0	0	2	0	0
Drug Law Violations															
Arrest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Referral	3	3	2	2	4	4	0	0	0	0	0	0	3	2	4
Weapons Law Violations															
Arrest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Referral	1	1	0	0	0	0	0	0	0	0	0	0	1	0	0

Number of Incidents for Selected Offenses (VAWA)															
	Mid-America Christian University						Non-Campus			Public Property			Total		
Offense Type	2019		2020		2021		2019	2020	2021	2019	2020	2021	2019	2020	2021
	Res.	Total	Res.	Total	Res.	Total									
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

HATE CRIMES and UNFOUNDED CRIMES

2019: No hate crimes were reported.

2019: Zero unfounded crimes.

2020: No hate crimes were reported.

2020: Zero unfounded crimes.

2021: No hate crimes were reported

2021: Zero unfounded crimes

Administratively-Handled Offenses

In addition to recorded offenses that resulted in formal intervention by the MACU Police Department (and/or neighboring agencies), our statistical summary includes statutes on CLERY-related offenses that were reported confidential by persons not wishing for MACU PD or other law enforcement agencies to investigate and/or intervene. These offenses may include those inflicted upon MACU students, staff, or faculty, in which the victim(s) did not want their identity brought to the attention of the authorities, but in which their disclosure was reported to confidential sources. Those and other similar offenses are recorded within this report's statistical summary, with victims' identities remaining confidential.

These statistics also include drug and alcohol offenses that were handled "administratively," without disclosure of identities of involved persons being reported to law enforcement, and/or totally handled by University staff such as housing and sports personnel, et cetera, who imposed disciplinary actions through the Office of Student Life. In addition to adherence to the Department of Education's requirements for Title IX and Clery Act requirements, a key rationale for pursuing this point of inquiry is to identify trends and remarkable patterns of behavior, information shared in adherence to MACU PD's attempts to better protect the MACU community and property, and to further the cause of providing interdiction, prevention, and/or intervention services.

LOST AND FOUND AND STOLEN PROPERTY

The Mid-America Christian University Lost and Found is located at Fowler Center, 3500 SW 119th Street, Oklahoma City, OK 73170, in the Student Life Office. Additionally, there is a lost and found collection bin located in the Student Success Center area of the Main Building (Fozard Hall). At the end of the day, all materials collected at that area are forwarded to the Student Life Office.

MACU POLICE DEPARTMENT'S POLICY AND PROCEDURES RE: FOUND AND STOLEN PROPERTY

- There is no legal distinction between found property and potential evidence. If potential evidence cannot be connected to a specific crime it must be handled as found property.

DISPOSITION OF STOLEN PROPERTY AND CONTRABAND

- Property held in the property room as evidence will be maintained until such time as the property is no longer needed for the criminal case. Authorization to dispose of “evidence” should be obtained from a supervisor.
- Every effort should be made to return property to its rightful owner. When an owner cannot be located the property may be disposed of in accordance with Oklahoma State Statute.
- Narcotics evidence no longer needed for court will be transferred to the Cleveland County Sheriff’s Department for destruction. Particular attention should be paid to proper disposal of potentially hazardous materials. Inquiries about lost and found property can be made by calling the Student Life office at (405) 692-3242.



FIRE SAFETY AND EMERGENCY EVACUATIONS

FIRE SAFETY AND EMERGENCY EVACUATIONS

MACU PD and the Oklahoma City Fire Marshal are involved in plan review and inspections of every new and remodeled project that occurs on the MACU campus. In addition, the Oklahoma City Fire Marshal inspects every existing facility on campus to eliminate any potential fire hazards and ensure that the fire and life-safety systems located in those buildings are functioning properly. The Oklahoma City Fire Marshal also is responsible for the investigations of fires that occur on campus to determine the origin and cause. The MACU Maintenance Department documents all fires, and forwards that information to MACU PD, for inclusion in the annual fire safety report. The Oklahoma City Fire Marshal also provides classes to educate university employees on how to use fire extinguishers, eliminate hazards and what to do in case of a fire emergency. Persons can contact the Oklahoma City Fire Marshal's Office for any general fire safety questions, perceived hazards or requests for services at (405) 522-5005.

Campus Fire Safety Month: MACU PD has declared the month of September as Fire and Safety Month, and will work in conjunction with Oklahoma City Fire Marshal's Office and the MACU Office of Student Life to provide learning opportunities for faculty, staff and students. Individuals take part in a number of fire safety training programs all across campus. Fire drills are conducted for all Residence Life and Housing facilities and fire safety tips are sent via social media throughout the month.

Mandatory Fire Drills: MACU PD coordinates, monitors and evaluates mandatory fire drills twice annually.

Student Life and Housing Staff Training: Specialized training is provided at the beginning of the fall and spring semesters to instruct Student Life and Residential staff on fire extinguisher usage, evacuation procedures, activating the fire alarm system, identifying fire and life safety hazards, and tampering with fire safety equipment.

Campus Evacuation Procedures for Fires and Other Emergencies: Whenever the fire alarm sounds, all occupants in the campus residences must meet at the emergency evacuation safe location designated by the Director of Student Life. In the case of an actual fire or other emergency, you will be moved to a designated alternate shelter area until you are notified it is safe to return to your building and room. As you leave your room, close your door. Students who do not vacate the building during the sounding of the alarm will be subject to disciplinary action.

UPON SOUNDING OF THE ALARM

- 1.** Move quickly and quietly to the exit for your area. In an orderly fashion, go to the designated waiting area for further instructions.

2. Wear a coat and shoes. Carry a towel in case of smoke. Keep these items easily accessible for emergency use. Bring along your keys and ID.
3. If you are away from your room when the alarm sounds, proceed to the nearest exit without returning to your room.
4. Do not use elevators. Use stairways only.
5. Students unable to use the stairways should wait in the stairwell for emergency personnel to arrive and assist them in the evacuation. Students with more serious mobility issues are provided with a personal emergency response plan in coordination with Residence Life and Housing staff, the Oklahoma City Fire Marshal, and MACU PD.

FIRE PREVENTION POLICIES

- Coffee pots, toasters, crock-pots, blenders, microwaves less than 1000 watts, and refrigerators that do not exceed 36" are permitted in the suite. Although refrigerators are provided, students may bring up to one additional mini refrigerator per room. If microwaves are provided in a residence room, additional microwaves are not permitted.
- Hibachis and grills may be used only in the courtyards in the designated area. Ashes or coals must be disposed of properly.
- Abusive, hazardous, or offensive use of any appliance may result in disciplinary action.
- Any appliance with frayed cords is prohibited and will be removed from the suite.
- Electric potpourri pots, candle warmers, canned fuel, and Scentsy are prohibited.
- Cooking appliances should not be left unattended in the Fowler Center or outside.
- Fireworks or explosives are prohibited.
- Smoking in the residence halls is prohibited.
- No candle, incense burning, or open coils or open flame devices will be permitted.
- To avoid potential fire hazards, all extension cords must be a fused trip (power strips or surge protectors).

Combustibles: If you use combustibles in decorating your room, such as fabrics, cardboard or similar materials, please ensure the items are flame-proof. Purchase only UL- or FM-approved materials.

Reporting: All fires should be reported to MACU PD by Utilizing the "SafeZone" application on your cell phone or by dialing 711 from a campus landline, DPS cell phone (405) 694-5242, or 911.

FIRE INCIDENT REPORT

Annual Fire Incident Reports for 2019 to 2021												
Total Fires Reported for	2019				2020				2021			
<u>Residence Hall</u>	<u>Number of Fires</u>	<u>Cause of Fire</u>	<u>Number of Injuries</u>	<u>Property Damage</u>	<u>Number of Fires</u>	<u>Cause of Fire</u>	<u>Number of Injuries</u>	<u>Property Damage</u>	<u>Number of Fires</u>	<u>Cause of Fire</u>	<u>Number of Injuries</u>	<u>Property Damage</u>
Southwest Hall	0	0	0	0	0	0	0	0	0	0	0	0
McCutcheon Hall	0	0	0	0	0	0	0	0	0	0	0	0
Harrington Hall	0	0	0	0	0	0	0	0	0	0	0	0
Dorm A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Dorm B	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Dorm C	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Dorm E	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Dorm F	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total	0	0	0	0	0	0	0	0	0	0	0	0
Specifications for On-Campus Facility Fire Systems												
<u>Residence Hall</u>	<u>Fire Safety Control System</u>				<u>Location of Sprinklers</u>				<u>Alarm Types</u>			
Southwest Hall	Firetrol Protection Systems Reports to Oklahoma City FD and MACU PD				Common Areas, Bathrooms, Bedrooms				Heat and Smoke Activated, Pull Station, Audio Visual			

McCutcheon Hall	Firetrol Protection Systems Reports to Oklahoma City FD and MACU PD	Common Areas, Bathrooms, Bedrooms	Heat and Smoke Activated, Pull Station, Audio Visual
Harrington Hall	Firetrol Protection Systems Reports to Oklahoma City FD and MACU PD	Common Areas, Bathrooms, Bedrooms	Heat and Smoke Activated, Pull Station, Audio Visual
Dorm A	Firetrol Protection Systems Reports to Oklahoma City FD and MACU PD	Common Areas, Bathrooms, Bedrooms	Heat and Smoke Activated, Pull Station, Audio Visual
Dorm B	Firetrol Protection Systems Reports to Oklahoma City FD and MACU PD	Common Areas, Bathrooms, Bedrooms	Heat and Smoke Activated, Pull Station, Audio Visual
Dorm C	Firetrol Protection Systems Reports to Oklahoma City FD and MACU PD	Common Areas, Bathrooms, Bedrooms	Heat and Smoke Activated, Pull Station, Audio Visual
Dorm E	Firetrol Protection Systems Reports to Oklahoma City FD and MACU PD	Common Areas, Bathrooms, Bedrooms	Heat and Smoke Activated, Pull Station, Audio Visual
Dorm F	Firetrol Protection Systems Reports to Oklahoma City FD and MACU PD	Common Areas, Bathrooms, Bedrooms	Heat and Smoke Activated, Pull Station, Audio Visual

Summary of Fires in 2021 - None.