2010 ANNUAL SECURITY AND FIRE SAFETY REPORT

IN COMPLIANCE WITH THE JEANNE CLERY DISCLOSURE of CAMPUS SECURITY POLICY and CAMPUS CRIME STATISTICS ACT

(Amended November 9, 2012)

1866 LINCOLN University

Lincoln University Police Department

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INTRODUCTION

Lincoln University publishes this report in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Statistics Crime Act (as amended August 14th, 2008). The Clery Act herein after referred to simply as "the Act" requires Institutions of Higher Education (IHE) to prepare, publish and distribute an annual security report containing specific information regarding law enforcement, security, legal and disciplinary policies of the university. The Lincoln University Police Department (LUPD) is the office on campus responsible for the publication and distribution of this report in accordance with the Act. The LUPD works closely with many other university departments as well as other law enforcement agencies to obtain the information needed to compile this report.

For instance, other campus offices such as Student Health Services, Student Housing, Student Affairs, University Relations and Student Development, assist in providing information for this report. The Office of Information Technology assists with posting this information on the web and converting the report to electronic means for its dissemination and the university printing office assists with the mass production of this document. Additionally, outside law enforcement agencies such as the Jefferson City Police Department and Cole County Sheriff's Department provide information regarding crime statistics on the main campus.

Further this report contains useful safety and crime prevention information and the Lincoln University Police Department encourages commuter and residential students, faculty and staff to use this document as a guide for safe practices on and off campus. If you have any questions about this report please feel free to contact me at 573-681-5555

Sincerely;

Cpl. Laura Enomoto

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Clery Act Compliance Coordinator
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REPORTING CRIMES and EMERGENCIES

In order to fulfill our mission of providing a safe, secure and enjoyable environment to live, study and work all members of the Lincoln University community, including visitors, students, faculty and staff are encouraged to report any criminal activity or emergency they observe. Reporting can be accomplished in a number of ways depending upon the urgency of your need for assistance.

For bona-fide emergencies requiring **POLICE, FIRE or EMERGENCY MEDICAL SERVICES** response, **DIAL 911** from any campus phone. If calling from a campus phone you DO NOT need to dial any additional numbers for an outside line. Your call will connect to the Central Communications Dispatcher with the Jefferson City Police Department; however Dispatchers at Lincoln University Police Department monitor and listen to each 911 call made from a campus phone. **YOU MAY ALSO PICK UP THE RECIEVER ON ANY EMERGENCY PHONE** AND THE LINCOLN UNIVERSITY POLICE DEPARTMENT will be contacted. **EMERGENCY PHONES** are located throughout campus.

For non-emergency calls please contact the **Lincoln University Police Department at 573-681-5555** from an outside phone or dial extension **5555** from any campus phone. Your call will be answered by a Lincoln University Police Department Dispatcher.

You may also report a crime in person at the Police Department Office located at 1118 Chestnut on the main campus in Jefferson City, MO **or directly to any Police Officer on patrol of the campus**. The Lincoln University Police Department is always open 24 hours per day, 7 days a week, and 365 days per year. The Department is staffed with armed, commissioned police officers who have met the state mandated training standards for peace officers in accordance with chapter 590 of the Revised Statutes of Missouri. The Department also utilizes students to assist in various security functions. Officers with police powers can be distinguished by their navy blue uniform shirts and the sidearm on their duty belt. Student workers and others with no police powers can be distinguished by their light blue uniform shirts and the absence of a sidearm.

YOU MAY ALSO REPORT CRIMES & EMERGENCIES ANONYMOUSLY

CAMPUS RESPONSE TO REPORTS of CRIMES and EMERGENCIES

Upon receiving a report of an emergency or crime on campus, from any source, the Lincoln University Police Department Dispatcher is notified. If the caller has contacted 911 the LUPD Dispatcher will be monitoring the call. If the caller contacts LUPD from an emergency phone or by dialing the LUPD numbers cited above, the LUPD Dispatcher acts as the call taker. In any circumstance, the LUPD Dispatcher will prioritize the calls based upon a number of factors including but not limited to the nature of the call, the potential for injury to a citizen if help is delayed, or the potential for damage to property if help is delayed. Using the above criteria as well as available staffing, the LUPD Dispatcher will notify Police Officers via two-way radio and in cases of fire or medical emergencies LUPD Dispatchers will also notify the 911 Center to have those entities respond.

The Lincoln University Police Department is a fully functioning law enforcement agency. The Lincoln University Police Department is staffed with police officers possessing the same powers on the campus as city police officers in their particular city. In addition, commissioned police personnel are empowered by virtue of Missouri state laws found in Chapter 70 and elsewhere possess like all peace officers statewide powers of arrest for certain offenses committed in their presence. These include any violent felony committed on or off campus. Further, by virtue of state law, LUPD personnel may apprehend violators for any offense regardless if committed in their presence or not as long as the incident originated on the campus and that officer is attempting to apprehend a violator who flees that officer from the campus. Thus, LUPD personnel respond to all calls for service of an emergency or criminal nature.

In addition, the LUPD is staffed with security officers possessing no police powers and these personnel may respond to non-criminal incidents such as non-injury motor vehicle accidents, parking violations, etcetera. Security officers may be distinguished from the non-commissioned security personnel by the color of their uniforms. Commissioned personnel with police powers are uniformed in a dark navy blue shirt and pants and possess a sidearm, while personnel functioning as security personnel with no police powers are uniformed in a light blue shirt and navy blue pants.

In addition, at times the campus response to the above incidents may be augmented by officers of the Jefferson City Police Department and in some cases by Deputy Sheriff's with the Cole County Sheriff's Department. All LUPD patrol vehicles are equipped with emergency lights and sirens and their two–way radios have the capability of communicating directly with the officers and dispatchers of all local law enforcement agencies in the state capital region including the Jefferson City Police Department, Cole County Sheriff's Department, Missouri Capitol Police, Missouri Water Patrol, Missouri Fire Marshal's Office, Missouri Park Rangers, and the Missouri State Highway Patrol.

IMMEDIATE EMERGENCY RESPONSE & EVACUATION PROCEDURES

In compliance with 20 U.S.C. § 1092 (f) (1) (J) the following describes the policies of Lincoln University's Emergency Response and Evacuation procedures.

The University will determine that there is a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees on campus by utilizing LUPD personnel and/or other campus security personnel (i.e. Resident Hall Directors or Resident Hall Advisors, among others) to gather and relay information to the LUPD dispatch. The LUPD will inform the President's Office of any emergency or dangerous situation as soon as possible.

Currently Lincoln University makes emergency notifications to the university community upon confirmation of a significant on-campus emergency or dangerous situation involving an immediate threat to the health or safety of students or staff by the following ways:

- Public Address Systems in buildings so equipped
- University wide e-mails originating from the Office of University Relations at the request of the Lincoln University Police Department or higher authority.
- Limited telephone trees (an inverse pyramid like notification system)
- Emergency broadcasts via the university radio station
- Emergency broadcasts via the university television station
- Roving patrols and use of sirens, lights and public address systems on marked Lincoln University PD patrol vehicles.

Lincoln University 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.

Notifications will be issued from the University Relations Office in cooperation with the Lincoln University Police Department and/or the President's Office.

These notifications, when issued will explain to the students, faculty and staff procedures they should take in consideration of the particular emergency at hand including either evacuating from a particular area, building or other location or moving to shelter such as a basement or lower level in the event of severe weather.

In an effort to publicize the university's evacuation and emergency response procedures a pamphlet is put out annually to students in the residence halls by the Director of Student Housing. Further, the Lincoln University Police Department disseminates educational literature specific to the Lincoln University campus on what to do in a variety of emergencies. These pamphlets are provided during orientation to students and during the annual fall "Faculty-Staff Institute" (a mandatory training session each August for all Lincoln University faculty and staff).

Efforts to test our notification and emergency plans are on-going throughout the year and are conducted in a variety of ways including:

- The establishment of a university wide Emergency Operations Team which schedules and conducts table top exercises involving key personnel of Lincoln University in mock scenarios. Included in these key personnel among others are the university president and her staff and the chief law enforcement officer of the university.
- Quarterly evacuation drills for campus buildings.
- Routine fire drills for campus buildings.
- Clearly marked storm shelters on each building where said shelters are available throughout the campus.

The University documents all emergency/evacuation exercises or drills it conducts. The documentation includes the time and date of the drill, the evacuation beginning and end time, and whether the drill was announced or unannounced. Drill forms are completed by department heads or their designees; residence hall drill documentation is completed by resident hall directors or their designees. Forms are maintained in the respective department offices.

Particular procedures that the university takes in response to emergencies vary by the particular emergency at hand. Thus it is impossible to provide a detailed response plan in this document for every emergency that could possibly arise. However, in an effort to provide this information in the most generic of forms it is broken down into medical, environmental, fire and law enforcement related emergencies. Each closely resembles the actions listed earlier in this report under "**CAMPUS RESPONSE TO REPORTS of CRIMES and EMERGENCIES".**

FIRE RELATED EMERGENCY: Such response could include the response of members of the Jefferson City Fire Department, and in cases of large fires responses could be augmented by response from the Cole County Fire Protection District and Callaway County fire services.

MEDICAL RELATED EMERGENCY: Such response could include first responders from the Lincoln University Police Department, the university health nurse and physician (if during their duty hours), the Jefferson City Fire Department (who have EMTs in their

units), ambulance units from the Cole County Fire Department (staffed by EMTs and paramedics), and, in cases of multiple victims this service could be augmented from neighboring jurisdictions including Callaway County, Boone County and other close in jurisdictions.

ENVIRONMENTAL EMERGENCY: Could include a response from any of the aforementioned agencies and could include a response from the Missouri Department of Natural Resources Environmental Emergency Response Team and could in extreme situations include a response from the Missouri Army National Guard's WMD-RAID unit (Weapons of Mass Destruction – Rapid Assessment, Interdiction and Decontamination).

LAW ENFORCEMENT EMERGENCY: Could include an immediate response of armed police officers from the Lincoln University Police Department and if the situation warrants it, officers could be augmented by the Jefferson City Police Department and Cole County Sheriff's Department and the Missouri State Highway Patrol. In extreme situations such as in the case of an active shooter, this response could be augmented by members of the Special Response Teams of the Jefferson City Police Department, Cole County Sheriff's Department and the Missouri State Highway Patrol. These particular teams have officers who are specially trained in a variety of scenarios and situations including hostage rescue, dynamic building entries, and etcetera.

TIMELY WARNINGS

Pursuant to 20 U.S.C. § 1092 (f) (3) Lincoln University prepares and issues "timely warnings" in the following circumstances.

In the event that a situation arises, either on or off campus, that, in the judgment of the Chief of the Lincoln University Police Department constitutes an ongoing or continuing threat, a campus wide "timely warning" will be issued. The warning will be issued to the campus community in a manner that is timely and will aid in the prevention of similar crimes. Dissemination may be by the college e-mail system to students, faculty and staff and by the use of flyers. Copies of Timely Warnings may also be posted on the LUPD website.

Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the Lincoln University Police Department may also post a notice in each residence hall and at the front door of each campus building.

Anyone with information warranting a timely warning should report the circumstances to the Lincoln University Police Department office by phone at 573-681-5555 or in person at the dispatch center within the Police Department located next to Dwight Reed Stadium at 1118 Chestnut Street.

STATEMENT OF PROCEDURE FOR ADDRESSING SECURITY & ACCESS TO CAMPUS FACILITIES

GENERAL CAMPUS FACILITIES

During normal business hours, Lincoln University (excluding certain housing facilities) will be open to students, parents, employees, contractors, guests, and invitees. During non-business hours access to all Lincoln University facilities is by key, if issued, or by admittance via the Lincoln University Police Department or Residence Life staff. In the case of periods of extended closing, the university will admit only those with prior written approval to all facilities.

Residence halls are secured 24 hours a day. Over extended breaks, the doors of all halls will be secured around the clock.

Some facilities may have individual hours, which may vary at different times of the year. Examples are the Scruggs University Center's 24-hour study area, Page Library, Jason Gymnasium during games or open gym nights, Founders and MLK Halls and other academic learning centers where night classes are held, etc… In these cases, the facilities will be secured according to schedules developed by the department responsible for the facility.

Emergencies may necessitate changes or alterations to any posted schedules. Security surveys are conducted in areas identified as problematic. Administrators from the Vice President of Student Affairs, Vice President for Administration and the Vice President of University Advancement, as well as various department heads including the Police Department Director, the Director of the Physical Plant, the Director of Residential Life and the Director of Auxiliary Services and other concerned areas, review these results. These surveys examine security issues such as landscaping, locks, alarms, lighting and communications.

CAMPUS RESIDENCE HALLS

The policies and procedures which govern the university's living and learning centers are established in order that the residence halls might offer every student an environment that is safe and secure, and conducive to study and rest. The members of the Student Housing office including Residence Hall Directors (RD's) and Residence Hall Advisors (RA's who are students) enforce the various rules in the campus residence halls. The Police Department in addition makes daily and routine foot patrols through all campus residence halls and parking lots and also enforces the rules promulgated by the university housing office as detailed below.

In addition, Lincoln University Police Department Officers staffs a "checkpoint" at the entrance to the residence halls main parking lot during certain evening hours. This checkpoint is designed to prevent unauthorized personnel from accessing the areas around the residence halls. Students, faculty and staff are required to have a university identification on their person at all times and are expected to present this card upon seeking entry into the residence hall parking areas and upon demand by any university official.

RESIDENCE HALL RULES

1. **Room Assignments:** Each resident is to occupy only the room assigned to him/her. A change in room assignment is made only through the appropriate resident director, as approved by the Director of Residential Life. With the exception of graduating seniors and other students remaining due to special responsibilities, the residence hall room assignment terminates 24 hours following a student's last final examination for the academic year. For an additional fee, students may stay past this termination deadline; however, they must make arrangements prior to this deadline with the Office of Residential Life.
Any student who has withdrawn from the university will have 48 hours to retrieve their personal belongings from their room. Students who are dismissed from the university will be notified of the date by which they must retrieve their items from their room. Any items left beyond the 48 hour time period will become property of Lincoln University, unless prior arrangements have been made.
2. **Keys:** Room and entrance keys are not to be transferred or duplicated. Residents are responsible for returning all keys upon termination of contract. Room keys that are not returned, or that have been reported lost or stolen, constitute a security risk and will automatically result in a lock being re-keyed. Lock rekeying will be completed at the student's expense. During the winter break, all keys must be turned in at the front desk of your respective hall. Any keys not returned will result in a charge being placed on the student's account of not less than $75.00.
3. **Quiet Hours:** Quiet hours are defined as conditions under which virtually no controllable noise is discernible from an individual, a residence hall room, study lounge, or living corridor. Quiet hours exist within each residence hall as follows:
a. Weekdays 8:00 p.m. - 10:00 a.m. (Sunday through Thursday)
b. Weekends 10:00 p.m. - 10:00 a.m. (Friday through Saturday)
c. During the semester final exam period, 24 hour quiet hours go into effect at 12:00 midnight on the Friday preceding the exam week and remain in effect until the close of the semester.
d. On long vacation weekends (e.g., a Monday Holiday), the weekend hours will be in effect until the night before classes begin.
e. Weekday quiet hours do not change for mid-week holidays (e.g., Veteran's Day) or during break in housing periods.
f. On long vacation weekends (e.g. a Monday holiday), the weekend quiet hours will be in effect until the night before classes begin.
Failure to abide by established quiet hours will result in disciplinary action being taken.
4. **Courtesy Hours:** Courtesy hours are in effect at all times. Courtesy hours can be defined as conditions under which noise will not be disruptive or disturbing to either students or staff.
5. **Sound Equipment:** The use of sound equipment such as stereos, radios, TVs, tape decks, CDs, computers, etc., must not infringe upon the rights of others. We strongly encourage the use of headphones during quiet

hour/courtesy hour periods. The use of sound equipment in which the volume exceeds acceptable levels can result in disciplinary action. The student may be required to remove the equipment from the residence hall.

6. **Illness:** All cases of illness or accident should be reported to the appropriate resident director and the Student Health Services. A student leaving the residence hall for treatment at the Student Health Services Center should report to the appropriate resident director or staff assistant before leaving the residence hall.

7. **Food and Cooking:** Cooking should be limited to microwaveable food. Hot plates, George Foreman grills, toaster ovens, etc. are not permitted.

8. **Electrical Appliances:** Each room is equipped with a microfridge combination. Hot plates or other cooking appliances are not allowed in the residence halls. The only other appliances permitted are:

_ Clothes iron (with temperature settings)
_ Curling iron
_ Electric blanket (with temperature settings)
_ Hair dryer
_ Hair rollers
_ Heating pad (with temperature settings)

9. **Damage of Room Furnishings:** All residence hall furnishings are the property of the university and must not be abused or removed from the room in which they are placed. Destruction of furnishings or equipment in the residence hall will be charged to the individual responsible. Each resident is held responsible for any damage to his/her property or to any school property located in the room. Students guilty of wanton destruction of university property will be held accountable by room deposit/account assessments and severe disciplinary action.

10.**Defacing Walls:** This regulation specifically prohibits such activities as writing, painting, nailing, taping, etc., on room walls, windows, doors, etc.

11.**Telephones:** The university provides local service in each student's room. Students are encouraged to bring their own phone.

12.**Mail:** U.S. mail is delivered by the U.S. Postal Service to the desk manager and is then posted. Out-going mail is picked up from the front desk of each residence hall by the U.S. postal carrier.

13.**Married Students:** The university does not have facilities for married students and/or families.

ROOM INSPECTION

Maintenance, property inventory, safety and sanitation inspections will be held twice monthly by each resident director and/or desk manager. Every possible effort will be made to conduct such inspections while the assigned resident is present. At that time the resident will be fully apprised of his/her rights and of the purpose of the inspection.

Off-campus authorities may not gain room entrance to search a student's room without a search warrant (executed by a Magistrate Court Judge) except in the case of "Hot Pursuit" by any law enforcement agency, or unless

the student gives permission.

GUIDELINES FOR INTER-VISITATION

I. General Procedures

A. **Designated Hours:** 5:00 p.m.-11:00 p.m. weekdays and 5:00 p.m.-1:00 a.m. Fridays and Saturdays.

B. Inter-visitation will not be in effect during Thanksgiving, Christmas, Easter Holidays, mid-term and final exams.

C. Residents may choose any variation of visitation hours they wish within the times stated and may also elect, if they so desire, not to have any co-ed visiting hours. A two-thirds majority of the residents will be required to approve this proposal.

D. Visitation requires that the residents of each residence hall prepare their own visitation program at the beginning of each semester, post the proposal prominently, and arrange a vote by secret ballot. A two-thirds majority of the residents will be required to approve any proposal. Voting will be held during the first official hall meeting and **ANY RESIDENT NOT IN ATTENDANCE WILL BE SHOWN AS HAVING CAST A "NO" VOTE.**

E. A majority of a residence hall's house council or twenty percent (20%) of its residents may initiate a new vote to eliminate or reduce visitation hours at any time during a semester.

F. Each residence hall will be required to accept responsibility for control and implementation of visitation, and for the establishment of internal procedures to insure the safety, welfare, privacy and individual rights of all members of the residence hall.

G. Visitation places the responsibility for success or failure upon self-governance by residence hall students.

H. The Director of Housing may cancel visitation at any time in any residence hall.

II. Signing-In and Signing-Out Procedures for Registering Guests

A. A registration desk is located in the entrance lobby of each residence hall.

1. At each registration desk there is a master card file of all residents, including a list of students ineligible to participate in the visitation program.

2. Each resident is to show his/her student I.D. card, sign his/her name and their guests' names, and leave his/her photo I.D. The I.D. will be returned when the guest is signed out by the student.

3. If a student does not have the proper identification (photo I.D.), he/she cannot participate in the visitation program.

B. All students participating in visitation are responsible for ensuring their guests (non-residents included) are signed out by 11:00 p.m. during the week and 1:00 a.m. on weekends.

NOTE: In accordance with state statutes, the university reserves the right to evict any non-resident who has not been vouched for as a visitor of a resident in good standing.

III.All Guests Must Use Restrooms as Indicated in Each Residence Hall

The host/hostess shall be responsible for escorting his or her guest to the nearest restroom as applicable.

IV.Host/Hostess Responsibilities

A. Each host/hostess is responsible for his or her guest at all times.

B. When hall staff is not available, there will be NO visitation. **Please Note**: A sign will be posted, reading "NO VISITATION NOW" when this occurs.

C. If a guest is not signed out by 11:00 p.m. on weekdays or 1:00 a.m. on weekends, the staff member on duty and the resident director shall be notified, and necessary measures will be taken to remove him/her from the residence halls.

D. Any resident who does not have his/her guest signed out by 11:00 p.m. on weekdays or 1:00 a.m. on weekends will be reported for disciplinary action to appropriate university officials.

E. All residents participating in visitation shall enter the residence hall through the front door. No other route is to be used when escorting guests to or from the residence hall.

F. Guests' movements are restricted to the room of the host/hostess and designated restrooms.

G. Loitering in halls or stairwells with guests is prohibited and will be considered a violation of the visitation policy.

H. Each resident is permitted only one guest of the opposite sex at a time in his/her room except when special permission is granted by the Resident Director.

ESCORT POLICY

A non-resident guest (including family members) must be escorted by the host at all times. Residents may find it helpful to explain this policy to friends and family prior to their arrival on campus.

NOTE: Stairwells, lobbies, and elevators within the residence halls are subject to the escort policy.

Each resident, by virtue of his or her having accepted on-campus housing, agrees to conform to the university Rules and Regulations pertaining to the operation of residence halls. For a more comprehensive listing of residence hall policies and procedures, consult the **Residence Hall Policy Handbook.**

PARKING LOT RESTRICTIONS

All parking lots, and areas immediately surrounding them, are subject to the following restrictions:

1) **NO** loitering around vehicles.

2) **ONLY RESIDENT HALL** students may park vehicles in the lots adjacent to residences halls, 5:00 p.m.-7:00 a.m. Monday through Friday.

3) **NO** unescorted visitors (non-students) in the area.

4) **NO** loud music, audible within 30 feet.

5) **ALL** persons entering the lots are subject to being checked for current Lincoln University ID cards.

6) Resident hall **visitation hours** will be strictly enforced.

Residence halls and the areas around them are for the use of resident students and their invited guests only.

All other persons will be considered trespassers. **Trespassers will be prosecuted.**

LAW ENFORCEMENT AUTHORITY of CAMPUS SECURITY PERSONNEL

The Lincoln University Police Department is a fully functioning law enforcement agency appointed by the Board of Curators. Once hired, an officer is sworn in by a member of the Board of Curators. They then are commissioned armed law enforcement officers clothed with full police powers as authorized in sections 175.040, 172.350 and as outlined in section 172.355 of the Revised Statutes of the State of Missouri.

All commissioned LUPD officers possess the same powers on the Lincoln University campus as city police officers within their particular city. In addition commissioned LUPD personnel by virtue of Missouri state laws like all other peace officers in the State of Missouri possess certain statewide powers of arrest for certain offenses. Specifically as outlined in the Revised Statutes of Missouri the applicable portions state *"in addition to the powers prescribed in subsections 1 and 5 of this section, section 544.216, RSMo, and any other arrest powers, a law enforcement officer or federal law enforcement officer as defined in subsection 8 of this section, may arrest on view, and without a warrant, at any place within this state, any person the officer sees asserting physical force or using forcible compulsion for the purpose of causing or creating a substantial risk of death or serious physical injury to any person or any person the officer sees committing a dangerous felony as defined in section 556.061, RSMo. Any such action shall be deemed to be within the scope of the officer's employment".* Thus in every respect commissioned law enforcement officers employed by Lincoln University possess full law enforcement authority. Further by virtue of state law LUPD personnel may apprehend violators anywhere within the State of Missouri for any offense regardless if committed in their presence or not as long as the incident originated on the campus and that officer is attempting to apprehend while in continuous pursuit, a violator who flees that officer from the campus.

In addition the LUPD is staffed with student "Cadets" and civilian staff who function as security officers possessing no police powers. These personnel may respond to non-criminal incidents such as non-injury motor vehicle accidents, parking violations, etcetera. **The commissioned law enforcement officers may be distinguished from the non-commissioned security personnel by the color of their uniforms.** Commissioned personnel with police powers are uniformed in a dark navy blue shirt and pants and possess a sidearm while personnel functioning as security personnel with no police powers are uniformed in a light blue shirt and navy blue pants.

In addition, at times due to limited manpower, the campus law enforcement may be augmented by officers of the Jefferson City Police Department and in some cases by Deputy Sheriff's with the Cole County Sheriff's Department and the Missouri State Highway Patrol. While there are no official memorandums of understanding or other agreements in place, the aforementioned agencies each possess powers of arrest on the Lincoln University campus. All crimes, both felony and misdemeanor that occur on Lincoln University are investigated by officers of the Lincoln University Police Department. Assistance as needed and requested in the investigation of crimes on the campus is available through the aforementioned agencies.

It is the policy of the university that all persons (faculty, staff, students & visitors) be encouraged to promptly report all incidents of crime to Police Department officials.

PROGRAMS DESIGNED TO INFORM STUDENTS, FACULTY & STAFF ABOUT CAMPUS SECURITY PROCEDURES & PRACTICES & TO ENCOURAGE STUDENTS, FACULTY & STAFF TO BE RESPONSIBLE FOR THEIR OWN SECURITY & THE SECURITY OF OTHERS.

In an effort to ensure a safe and secure environment in which to live work and study, the Lincoln University Police Department is committed to informing the members of the Lincoln University community about the functions and various safety and security programs of the Department. The Lincoln University Police Department conducts presentations at each session of Freshman orientation. These sessions cover the purpose of the department, its organizational structure and authority, the types of crimes on campus, how to avoid becoming a victim of crime, and what to do if you are a victim. Statistics are provided from the annual security report. In addition to addressing issues with students, sessions are also conducted with parents of the incoming students.

Resident Hall meetings: The Lincoln University Police Department also participates in conducting resident hall meetings to inform students about campus rules and regulations, the student conduct system, parking enforcement and other safety issues.

A variety of security tips are also posted on the department website at http://www.lincolnu.edu/pages/285.asp, in addition, a myriad of useful information from outside agencies is linked to the department website at http://www.lincolnu.edu/pages/283.asp. Further, a representative of the Lincoln University Police Department meets with all incoming new students during their week of orientation that is mandated by university admissions personnel for all incoming freshman and transfer students. At this presentation/meeting the Police Department representative will present an overview of the various security policies of the campus and discuss the options available to students to report crimes, as well as, provide helpful information designed to prevent our students from becoming victims of crimes and from engaging in prohibited conduct.

Furthermore, in an effort to provide proactive police and security services to our community officers of the Lincoln University Police Department conduct a variety of security related training and assistance upon individual or group requests. Operation I-dent for example provides a service free of charge to students who wish to engrave their personal belongings to prevent theft. Secondly, on the department website are a variety of useful forms such as a property inventory form designed to aid the student, faculty or staff member in recording personal property, serial numbers and other information for both on and off campus properties to help in recovering those items should they become lost and or stolen.

Police Officers are also available to members of the Lincoln University community upon request to provide physical security surveys of the various buildings on campus when requested. LUPD officers will provide recommendations to make the particular facility and or office less vulnerable to theft or other crime.

In addition to the above noted items, the Lincoln University Police Department regularly posts anti-crime flyers throughout the campus buildings including residence halls, academic halls and administrative halls. The flyers in general discourage certain unlawful behavior such as driving under the influence of drugs and or alcohol, underage drinking and encourage certain behaviors designed to reduce victimization such as securing your valuables, participating in Operation I-dent by marking your valuables and keeping an eye on your books while on the campus to prevent thefts. In addition, the department regularly posts such flyers which include information on how and where to report a crime and information designed to warn about certain crime trends associated with young people and college life, such as how to avoid date rape and statistical information regarding the risk and how to avoid having a drink spiked during a party, etcetera.

THREE (3) YEAR CRIME STATISTICS

In compliance with the Jeanne Clery Act the Lincoln University Police Department compiles statistics of certain crimes as mandated by 20 USC § 1092(f), subsection 1F. Definitions of those various crimes are listed below and are consistent with the definitions used in the Uniform Crime Reporting (UCR) System of the Department of Justice, Federal Bureau of Investigation (FBI) and the modifications in such definitions as implemented pursuant to the Hate Crimes Statistics Act (codified at 28 U.S.C.S. § 534). The statistics included herein do not identify victims of crimes or those persons accused of crimes.

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle, including joyriding.

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

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

Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated Assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could 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 theft which 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 or aircraft, personal property of another, etc.

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

A. Forcible Rape- The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).
B. Forcible Sodomy- Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
C. Sexual Assault with an Object- The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
D. Forcible Fondling- The touching of the private body parts of another person for the purpose of sexual gratification, forcible and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

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

A. Incest- Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
B. Statutory Rape- Non-forcible sexual intercourse with a person who is under the statutory age of consent.

Liquor Law Violations: The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned.

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

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

Hate Crimes: A criminal offense committed against a person, property, or society which is motivated, in whole or part, by the offender's bias against a race, religion, disability, sexual orientation, or ethnicity/national origin; also known as a bias crime. This includes criminal homicide, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, any other crime involving bodily injury reported to Lincoln University Police Department, larceny-theft, simple assault, intimidation, and destruction/damage/vandalism of property. This also includes any crime that shows any evidence of bias.

Fires: CLERY requirements have added a fire statistics report as part of the annual statistics that must be collected and reported. These statistics can be placed in the annual fire safety report or included in the annual security report. These statistics must include the number of fires, the cause of each fire, the number of deaths related to the fire, the number of injuries related to the fire that resulted in treatment at a medical facility, and the value of property damage related to the fire. The annual fire safety report must include the fire statistics listed above; a description of the fire safety system for each on-campus student housing facility; the number of fire drills held the previous calendar year; the institution's policies or rules on portable electrical appliances, smoking, and open flames in student housing facilities; policies for fire safety education and training programs for student, faculty, and staff; a list of the titles of each person or organization to which individuals should report that a fire has occurred; and plans for future improvements in fire safety, if determined necessary by the institution.

In addition in researching and compiling this information every effort is made to coordinate and obtain crime statistics for the campus. In addition efforts are made to obtain crime statistic information for off campus areas immediately adjacent to the campus in accordance with the Act. To that end the Lincoln University Police Department must rely on the information provided by outside agencies regarding any statistics that did not come directly from the Lincoln University Police Department for offenses occurring on campus which were reported directly to us. The Lincoln University Police Department obtains or attempts to obtain accurate crime reporting data from the Jefferson City Police Department (JCPD); however we cannot vouch for the accuracy of said data as we have no way to control the recording of that data by the JCPD. Please note that the "total criminal offenses on public property" include crime statistics provided by the JCPD; the crime statistics they provide include criminal offenses that occurred within a quarter-mile radius of the main Lincoln University campus in Jefferson City.

3-YEAR CRIME STATISTICS

Criminal Offenses - On campus			
	Total criminal offenses on campus		
Criminal offense	2007	2008	2009
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	1	0	0
d. Sex offenses - Non-forcible (Include only incest and statutory rape)	0	2	0
e. Robbery	0	1	4
f. Aggravated assault	9	14	~~31~~ 1
g. Burglary	16	27	14
h. Motor vehicle theft	0	1	1
i. Arson	0	0	1
j. Hate crimes	0	3	0

Criminal Offenses - On campus - Residence Halls			
	Total criminal offenses on campus in residence halls		
Criminal offense	2007	2008	2009
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	0	0	0
d. Sex offenses - Non-forcible (Include only incest and statutory rape)	0	0	0
e. Robbery	0	0	3
f. Aggravated assault	0	2	~~8~~ 0
g. Burglary	14	24	11

h. Motor vehicle theft	0	0	0
i. Arson	0	0	0
j. Hate Crimes	0	0	0

Criminal Offenses - Public Property

	Total criminal offenses on public property		
Criminal offense	2007	2008	2009
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	1	0	1**
d. Sex offenses - Non-forcible (Include only incest and statutory rape)	0	0	0
e. Robbery	0	0	2**
f. Aggravated assault	0	0	5**
g. Burglary	0	0	39**
h. Motor vehicle theft	0	0	0
i. Arson	0	0	0
j. Hate Crimes	0	0	0

Arrests - On campus	Total arrests on campus		
Law Violation	2007	2008	2009
a. Illegal weapons possession	4	0	0
b. Drug law violations	31	14	6
c. Liquor law violations	26	10	10
d. Hate Crimes	0	0	0

Arrests - On campus - Residence Halls

	Total arrests on campus in residence halls		
Law Violation	2007	2008	2009
a. Illegal weapons possession	2	0	0
b. Drug law violations	13	11	5
c. Liquor law violations	19	1	5
d. Hate Crimes	0	0	0

Disciplinary Actions - On campus

	Number of persons referred for Disciplinary Action on campus		
Law Violation	2007	2008	2009
a. Illegal weapons possession	3	1	0
b. Drug law violations	12	27	35
c. Liquor law violations	5	2	21
d. Hate Crimes	0	0	0

Arrests - Public Property

	Total arrests on public property		
Crime	2007	2008	2009
a. Illegal weapons possession	0	0	0
b. Drug law violations	0	0	0
c. Liquor law violations	0	0	0
d. Hate Crimes	0	0	0

Disciplinary Actions - Public Property

	Number of persons referred for Disciplinary Action on public property		
Law Violation	2007	2008	2009

a. Illegal weapons possession	0	0	0
b. Drug law violations	0	0	0
c. Liquor law violations	0	0	0
d. Hate Crimes	0	0	0

*The three hate crimes reported in 2008 are classified as follows: one ethnicity robbery, one gender robbery and one race robbery.

**These crime statistics were provided by the Jefferson City Police Department. The data they provided is for Clery reportable crimes for a quarter mile radius around the Lincoln University main campus. There were no criminal offenses on public property reported to the Lincoln University Police Department.

MONITORING of CRIMES at OFF-CAMPUS ACTIVITIES

Lincoln University does not, at this time, recognize any off-campus activities by students. There are no official fraternities or sororities engaged in functions off campus sanctioned by university officials. There are no fraternity or sorority houses recognized by the National Fraternity/Sorority headquarters or the university who occupy local houses off campus. Criminal activity by students off campus is not officially reported to the university on a regular basis. However, when criminal activities do occur off campus and are brought to our attention, university officials will give cooperation and support to local law enforcement officials. Reports of such criminal activity are shared by the two jurisdictions.

DRUG PREVENTION PROGRAM & POLICY STATEMENT

I. BACKGROUND

The Drug-Free Schools and Communities Act Amendments of 1989, Public Law 101-226, require that, as a condition of receiving funds or any other form of financial assistance under any federal program, an institution of higher education must certify 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.

Lincoln University has developed and adopted the drug prevention program described herein pursuant to the requirements of Public Law 101-226. This program document, which includes a policy statement and educational information, shall be known as the Lincoln University Drug Prevention Program and Policy Statement.

As a means of self-regulation, the university adopted a set of standards that was developed by the Network of Colleges and Universities Committed to the Elimination of Drug and Alcohol Abuse. The university, by adopting the standards, has made a commitment throughout the institution to:

- Establish and enforce clear policies that promote an educational environment free from the abuse of alcohol and other drugs;

• Educate members of the campus community for the purpose of preventing alcohol and other drug abuse, as well as educate them about the use of legal drugs in ways that are not harmful to self or others;

• Create an environment that promotes and reinforces healthy, responsible living and respect for community and campus standards and regulations; the individual's responsibility within the community; and the intellectual, social, emotional, spiritual or ethical, and physical well-being of its community members; and provide for a reasonable level of care for alcohol and drug abusers through counseling, treatment and referral.

II. POLICY STATEMENT

Standards of Conduct The unlawful possession, use, or distribution of illicit drugs and alcohol by students or employees on the university property or as a part of any university activity is prohibited. Any student or employee who violates the Standards of Conduct shall be subject to disciplinary sanctions. Disciplinary sanctions for students may include any of the Educational Sanctions prescribed in the Student Handbook including suspension or dismissal and/or referral for prosecution. The procedures for imposing student disciplinary sanctions may be found in the Student Conduct Code. Disciplinary sanctions for employees shall include an oral warning, a written reprimand, suspension or termination and referral for prosecution.

Any disciplinary sanction may include the completion of an appropriate rehabilitation program.

Policy Distribution A copy of the Drug Prevention Program and Policy Statement is distributed annually to each university employee and to each university student who is taking one or more classes for academic credit with the exception of students enrolled for continuing education credit only.

Periodic Reviews The Task Force on Implementation of the Standards shall conduct biennial reviews of the university's drug prevention program to determine the effectiveness of the program and to recommend/implement changes as appropriate. Each such review shall also include an evaluation of disciplinary sanctions imposed during the review period to ensure that these sanctions are consistently enforced. At the completion of each biennial review, the Task Force shall within 30 days of said completion submit in writing its findings and recommendations to the President of the University.

III. EDUCATIONAL INFORMATION

As a part of its drug prevention program, the university has prepared the following information summary for educational purposes.

Counseling Services - In 1980, the State of Missouri created the Division of Alcohol and Drug Abuse as a division of the Department of Mental Health. Among the responsibilities of the Division is the provision of public information relating to alcohol and drug abuse and its prevention, treatment and rehabilitation (SS631.010, RSMO). Other counseling and/or treatment resources available in the central Missouri area include: Missouri State Employees Assistance Program, Alcoholics Anonymous, Family Mental Health Center, Capital Region Medical Center and St. Mary's Health Center. Hotline numbers for counseling services and information include:

National Drug & Alcohol Treatment Hotline
1-800-662-HELP

Cocaine Help:
1-800-COCAINE
Marijuana Anonymous:
1-800-766-6779
National Institute for Drug Abuse (NIDA)
1-301-443-4577
For treatment centers located in your area call:
Mental Health (573) 751-4942
An Alcohol and Drug Abuse Yearbook/Directory is available for use in Page Library.

The university makes no endorsement with regard to any counseling/treatment facility and assumes no responsibility for the quality of services available. The university's benefit plans, including hospitalization and salary continuation (to the extent vacation and sick leave annual balances are available), may be used for treatment of substance abuse as for any other diseases or disabilities.

Health Risks - The possible side effects of drug use range from euphoria, slurred speech and fatigue to hallucinations, increased blood pressure, coma and possible death. Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Alcohol can increase the incidence of a variety of aggressive acts, including spouse and child abuse. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. When combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described. Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life-threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and the liver. Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants may have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk than other youngsters of becoming alcoholics.

Legal Sanctions - The Liquor Control Law for the State of Missouri provides that any person under the age of twenty-one years who purchases, attempts to purchase, or has in his/her possession any intoxicating liquor is guilty of a misdemeanor. A person who has been convicted of a misdemeanor may be subjected to a fine ranging from $50.00 to $1,000.00 and/or imprisonment for up to one year. A person who has been convicted of a misdemeanor through which he/she derived money or property through the commission of the crime may be fined an amount which does not exceed double the amount of the money or property derived through the commission of the crime. An individual offender may not be fined more than $20,000 under this provision.

The manufacturing, possession, sale, distribution and use of illicit drugs are prohibited by state law. Other prohibited acts include possession with intent to use drug paraphernalia and advertising the sale of drug paraphernalia. Penalties for drug violations range from a fine of $1,000 to life imprisonment. In addition, the Missouri legislature approved in 2007 a provision relating to the consumption of alcohol by a minor. Under current Missouri law, a subject under the age of 21 who is visibly intoxicated can be arrested without being in physical possession of the intoxicating beverage.

MISSING STUDENTS WHO RESIDE IN ON-CAMPUS HOUSING

If a member of the University community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify the Lincoln University Police Department (LUPD) at 681-5555. The LUPD will generate a missing person report and initiate an investigation. Missing student reports may also be made to a Resident Hall Director, Resident Hall Advisor, or the Director of Residential Life, although filing a report with the LUPD should be the first action taken.

After investigating the missing person report, should the LUPD determine that the student is missing and has been missing for more than 24 hours, the University will notify the Jefferson City Police Department, the Cole County Sheriff's Department, and the student's emergency contact no later than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not an emancipated individual, the University will notify the student's parent or legal guardian immediately after the LUPD has determined that the student has been missing for more than 24 hours.

In addition to registering an emergency contact, students residing in on-campus housing have the option to identify confidentially an individual to be contacted by Lincoln University in the event the student is determined to be missing for more than 24 hours. Only authorized campus officials and law enforcement officers in furtherance of a missing person investigation may have access to this information. If a student has identified such an individual, Lincoln University will notify that individual no later than 24 hours after the student is determined to be missing. Students who wish to identify a confidential contact can do so through their Residence Hall Director or Residence Hall Advisor.

REGISTERED SEX OFFENDER REGISTRY

Pursuant to 20 U.S.C. § 1092 (f) (1) (H) and the Campus Sex Crimes Prevention Act (CSPCA) as amended to the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Act, Lincoln University provides the following information regarding sex offenders.

Pursuant to the afore cited federal laws persons who are required to register under a state sex offender registry are required to notify the state regarding each post secondary school at which the offender works or is a student. In the State of Missouri, sex offenders are required to register with the County Sheriff's Department. Here in Jefferson City the Cole County Sheriff's Department maintains an online sex offender registry. Furthermore, the Missouri State Highway Patrol maintains a statewide sex offender registry. And finally Lincoln University Police Department provides a link to the sex offender registry of the Cole County Sheriff's Department on our web page. The addresses or links are listed below:

LUDPS http://www.lincolnu.edu/pages/283.asp

Cole County http://www.colecountysheriff.org/offender_registration.htm

Missouri State Highway Patrol http://www.mshp.dps.missouri.gov/MSHPWeb/PatrolDivisions/CRID/SOR/SORPage.html

DAILY CRIME LOGS KEPT

In accordance with 20 U.S.C. § 1092 (f) (4) and 34 CFR 668.46(f) the Lincoln University Police Department maintains a daily crime log that records **alleged criminal** incidents that are reported to the Lincoln University Police Department.

The Daily Crime Log includes:

- The nature, date, time, and general location of each crime reported to us; and
- The disposition of the complaint.

The Lincoln University Police Department posts specific incidents in the Daily Crime Log within two business days of receiving a report of an incident. In accordance with 20 U.S.C. § 1092 (f) (4) and 34 CFR 668.46(f) as well as in the interest of the safety of the university community and in the interest of justice we reserve the right to exclude crime report information from the log under these limited circumstances:

- if posting the information jeopardizes an on-going investigation;
- if posting the information would cause a suspect to flee or evade detection;
- if posting the information could result in the destruction of evidence relating to the crime.

Once these factors are no longer present, and/or there is no longer a chance that posting the information would adversely affect an on-going investigation, we will post the information. We make available the most recent 60 days of crime logs. The logs are available for public inspection during normal university business hours at the Lincoln University Police Department office located at 1118 Chestnut,

Jefferson City, MO. If you wish to view Daily Crime Logs older than the most recent 60 days, please contact the Chief of Police at 573-681-5555.

SEXUAL ASSAULT PREVENTION & RESPONSE

In an effort to prevent sex crimes and victimization associated with those crimes the university educates the student community about sexual assaults and date rape through mandatory freshman orientations each fall. The Lincoln University Police Department also offers sexual assault education and information programs to university students and employees upon request. Literature on date rape education, risk reduction, and university response is available through the Police Department and through the Student Health Center.

If you are a victim of a sexual assault at this institution, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. The Lincoln University Police Department strongly advocates that a victim of sexual assault report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to a University Police Officer, the Student Health Center, the Vice President for Student Affairs', the Director of Residential Life, or the Resident Director of your residence hall (if applicable).

Filing a police report with a Lincoln University Police Officer will not obligate the victim to prosecute nor will it subject the victim to scrutiny or judgmental opinions from officers. Filing a police report will however do the following:

- ensure that a victim of sexual assault receives the necessary medical treatment and tests, at no expense to the victim,
- provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam),
- assure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

When a sexual assault victim contacts the Lincoln University Police Department, the Student Health Center will be notified as well as the Vice President for Student Affairs'. The victim of a sexual assault may choose for the investigation to be pursued through the criminal justice system and the University Student Affairs Committee, or only the latter. A university representative will guide the victim through the available options and support the victim in his or her decision. Various counseling options are available from the university through the Student Health Center and through the Comprehensive Counseling Center, 304 Founders Hall, 681-5167. If you choose to go outside the University community a list of counseling and support services outside the university system are listed at the end of this policy.

In addition to those policy statements listed above the following **"Bill of Rights"** is accorded by Lincoln University to **ALL** victims of sexual assault.

Sexual Assault Victims Bill of Rights

The following rights shall be accorded by all campus officers, administrators and employees of Lincoln University to victims of campus-related sexual assaults:

A. The right to have sexual assaults committed against them fully investigated without undue delay and adjudicated by the duly constituted criminal and civil authorities of the governmental entity in which the crime occurred, and the right to the full and prompt cooperation and assistance of campus personnel in notifying the proper authorities. The foregoing shall be in addition to any campus disciplinary proceedings.
B. The right to be free from any kind of pressure from campus personnel that encourages victims not report any crimes committed against them to civil and criminal authorities or to campus law enforcement and disciplinary officials, or report crimes as lesser offenses than the victims perceive them to be.
C. The right to be free from any kind of suggestion that campus sexual assault victims not report, or under-report crimes because:
    1. victims are somehow "responsible" for the commission of the crime against them,
    2. victims were contributively negligent, or assumed the risk of being assaulted, or
    3. by reporting crimes they would incur unwanted personal publicity.
D. The same right to legal assistance, or ability to have others present, in any campus disciplinary proceeding that the institution permits to the accused, and the right to be notified of the outcome of such proceeding.
E. The right to full and prompt cooperation from campus personnel in obtaining, securing, and maintaining evidence (including a medical examination or medico-legal examination) as may be necessary for proof of criminal sexual assault in subsequent legal proceedings.
F. The right to be made aware of, and assisted in exercising any options, as provided by state and federal laws or regulations with regard to mandatory testing of sexual assault suspects for communicable diseases and with regard to notification to victims of the results of such testing.
G. The right to counseling from any mental health services previously established by the institution, or by other victim-service entities, or by any other individual/entity chosen by the victims themselves.
H. After campus sexual assaults have been reported, the victims of such crimes shall have the right to require that campus personnel take the necessary steps or actions reasonably feasible to prevent any unnecessary or unwanted contact or proximity with alleged assailants, including immediate relocation of the victim to safe and secure alternative housing, and transfer of classes if requested by the victim.
I. In addition to the above rights, students, whether sexual assault victims or not, have a right to habitability in campus housing and in campus accommodations for which Lincoln University receives any compensation, direct or indirect.
    1. **DEFINITION** - For purpose of this subparagraph, "habitability" shall mean an environment free from sexual or physical intimidation, or any other continuing disruptive behaviors by persons sharing rooms or their guests, that is of such a serious nature as would prevent a reasonable person from attaining their educational goals. Substantiated violations of the above-listed habitability provisions shall be corrected by campus personnel by

relocation of the complainant to acceptable, safe and secure alternative housing as soon as practicable, unless the conditions of non-habitability demonstrate the necessity of immediate action by campus personnel.

TO REPORT AN ASSAULT

Reports may be made by calling 911 or by calling the Lincoln University Police Department at 573-681-5555; by reporting directly to the office, or by reporting to the on-scene officer, if he or she has already been summoned. If you have reported the assault to another University official, they will assist you in making a report to the campus Police Department Office, if requested.

WHAT YOU SHOULD DO IF YOU ARE RAPED OR SEXUALLY ASSAULTED

- **GET TO A SAFE LOCATION IMMEDIATELY!**
- Tell someone. Seek support from someone you trust.
- Talk to the University counselor (681-5167) or the Student Health Center (681-5476). Conversations with the counselor will be kept in strictest confidence if you wish. Other staff members can be helpful, but they will be required to report the incident to the director of Lincoln University Police Department.
- St. Mary's and Capital Region Hospitals provide emergency services to victims and are located nearby. They can provide counseling referrals and will contact the Jefferson City Police or Lincoln University Police Department for you.
- A Police officer or your Residence Hall Director can get help for you anytime. It is not necessary to tell them what happened.
- Again, keep in mind that anyone other than the counselor must report specific incidents to the Lincoln University Police Department.

REPORTING THE INCIDENT

Choosing whether or not to report the rape or assault is your right and option. If you are certain you want to report the incident to authorities:

- Contact the Lincoln University Police Department at 681-5555 or by dialing 911 or by use of any red campus emergency phone. (If you wish to contact the police DO NOT BATHE, CHANGE CLOTHES OR DOUCHE OR USE THE TOILET prior to a medical/legal exam.)

If you aren't certain whether you will report the incident to authorities:

- Contact the University counselor or another mental health counselor* outside the University community and/or your clergy or religious advisor, none of whom are required to report alleged incidents.

*Counseling and support services outside the university system can be obtained through the following locations:

Family Counseling Center of Missouri Inc.....634-4591
Family Mental Health Center Hotline.....800-833-3915
Rape and Abuse Crisis Service Hotline.....634-4911
Behavior Health Unit.....635-7141
Planned Parenthood.....635-2882
Birthright.....635-8822

A sexual offense case referred to the Lincoln University Student Conduct system may result in the perpetrator being suspended from the university. More than one sanction may be recommended/imposed for any single violation when deemed appropriate by the Judicial Officer or Disciplinary Committee. All disciplinary sanctions are noted in the student's non-academic student file and are kept for a period of three years after they leave the university. Records of suspended students are kept indefinitely. Sanctions may include: residence hall transfer or suspension, interim suspension, long-term suspension or permanent suspension. Lincoln University will provide the accuser and the accused with a copy of the outcome of a sexual offense student disciplinary hearing.

The above mentioned university disciplinary sanctions do not include actions taken by the police department (i.e., arrest or detainment) or by the prosecuting attorney's office (i.e. prosecution and/or sentencing).

ANNUAL FIRE SAFETY REPORT

The LUPD publishes this report as part of its annual Security Report, and contains information with respect to the fire safety practices and standards for Lincoln University. This fire safety report includes statistics concerning the number of fires, the cause of each fire, the number of injuries and deaths related to a fire, and the value of the property damage caused by a fire. Information on fire safety can be accessed via the Lincoln University Website.

If a fire occurs on Lincoln University campus property, community members should immediately notify the Jefferson City Central Dispatch by calling 911. Jefferson City Central Dispatch will initiate a response by the Jefferson City Fire Department and the Lincoln University Police Department. If a member of the Lincoln University community finds evidence of a fire that has been extinguished, and the person is not sure whether the LUPD has already responded, the community member should immediately notify the LUPD to investigate and document the incident by contact the LUPD at 573-681-5555.

Fires should also be reported to:

- Residence Hall Directors
- Residence Hall Advisors
- The Director of Student Housing

To see the University regulations on portable electrical appliances in student housing facilities, please refer to page 10. **Smoking and open flames are not allowed inside residence halls on campus.**

LU Campus Emergency/Fire Evacuation Procedures

The fire alarm alerts community members of a potential hazard and community members are required to heed their warning, and evacuate a building immediately upon hearing a fire alarm in a facility. Use the nearest stairwell and/or exit to leave the building immediately. Community members should familiarize themselves with the exits in each building. When a fire alarm is activated, the elevators in most buildings will stop automatically. Occupants should use the stairs to evacuate the building. If you are caught in the elevator, push the emergency phone button. All emergency phones in elevators ring directly to the Lincoln University Police Department.

In the event of a fire, residence hall occupants are expected to do the following:

Cooperate fully with all University or emergency services personnel.

Evacuate in a safe, orderly manner via the closest exit.

Help others who need assistance.

Do not use elevators to transport people; use the stairwell(s)

Pull the fire alarm on your way out of the building

Take personal belongings if time permits

Make sure you lock the door as you exit.

Go to the designated meeting place outside.

Do not enter the building until University or emergency services personnel give the all-clear.

If you become trapped in your building:

Remain in your room

Try to seal the base of your door to prevent smoke from entering

Call 911 and let them know your location

Open and window and signal for help.

LU Main Campus Fire Safety Equipment Information

Residence Hall	Fire Alarm monitoring by LU personnel	Partial Sprinkler System (1)	Full Sprinkler System (2)	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans/ Placards	Number of evacuation (fire) drills each academic year
Anthony	X		X	X	X	x	3
Bennett	X		X	X	X	x	3
Dawson	X		X	X	X	x	3
Hoard	X		X	X	X	x	3
Martin	X			X	X	x	3
Perry	X			X	X	x	3
Shermann D. Scruggs	X		X	X	X	x	3
Tull	X		X	X	X	x	3
Yates	X		X	X	X	x	3

(1) Partial Sprinkler system is defined as having sprinklers in the common areas only

(2) Full Sprinkler system is defined as having sprinklers in both common areas and individual rooms

2009 Residence Hall Fire Statistics

Facility Name	Number of Fires	Date	Time	Cause of Fire	General Location	Deaths or injuries that required in treatment at a medical facility.	Value of damage
Anthony	0	N/A	N/A	N/A	N/A	N/A	N/A
Bennett	0	N/A	N/A	N/A	N/A	N/A	N/A
Dawson	0	N/A	N/A	N/A	N/A	N/A	N/A
Hoard	0	N/A	N/A	N/A	N/A	N/A	N/A
Martin	0	N/A	N/A	N/A	N/A	N/A	N/A
Perry	0	N/A	N/A	N/A	N/A	N/A	N/A
Shermann D. Scruggs	0	N/A	N/A	N/A	N/A	N/A	N/A
Tull	0	N/A	N/A	N/A	N/A	N/A	N/A
Yates	0	N/A	N/A	N/A	N/A	N/A	N/A