

# 2024 Annual Security Report



## Campus Police

Includes Crime Statistics for Calendar Years 2023, 2022, and 2021 for MCC's Campuses.



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Maintained by  
MCC Campus Police

Report Finalized  
September 2024

# Message from the Chief of Police

Londell Jamerson

Thank you for taking the time to read this publication. It contains helpful information about safety and security on our campuses. The Metropolitan Community College Police Department is a professional, full-service law enforcement agency with the responsibility to provide police services to all areas of our campus communities.

This report is part of our ongoing effort to inform you of the safety programs and services available to the College, the steps you can take to maintain a safe and secure campus and the crimes reported to our department. We take the commission of crimes against our students, faculty, staff and visitors personally and investigate any reports of crime.

As a public safety organization, Campus Police offers a full range of police services, including 24-hour dispatching, random foot and roving patrols, criminal investigations and strategic crime prevention operations. Overall, the men and women of the Metropolitan Community College Campus Police believe in proactive law enforcement, coupled with prompt, friendly and professional service to you and the college community.



Sincerely,

Chief Jamerson

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The mission of the MCCPD is to work in partnership with our campus community to foster a safe learning environment by providing professional police service and protection to all in a fair, sensitive and courteous manner.

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# Preparing the Annual Report

## Introduction

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

## Policy for Preparing and Disseminating ASR

This report is prepared by the Metropolitan Community College Police Department in cooperation with local law enforcement authorities and includes information provided by them as well as by the College's campus law enforcement authorities and various other elements of the College. Each year an e-mail notification is made to all enrolled students and employees that provides the website link to access this report. Prospective students and employees are also notified of the report's availability. The College is committed to taking the actions necessary to provide a safe and secure working/learning environment for all students and staff. As a member of the campus community, you can feel safe and comfortable knowing that safety and security procedures are in place that represent best practices in the field and are constantly tested and re-evaluated for their effectiveness.

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To obtain a copy of the ASR Report, contact MCC Campus Police  
3217 Broadway, Suite 102, Kansas City, MO 64111.

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# General Safety and Security Policies

## Campus Security Personnel

The Metropolitan Community College Campus Police are responsible for campus safety at the College. Campus Police Officers are commissioned law enforcement officers who are professionally trained and licensed by the Missouri Department of Public Safety's Peace Officers Standards and Training (POST) Program. They possess the same authority as any police officer within the state of Missouri and have the right to arrest any person for violation of state law or applicable county or city ordinances when such violations occur on or adjacent to any MCC District property which comprises the jurisdiction of the MCC Campus Police.

## Relationships with Local Law Enforcement

The College has close working relationships with, and mutual aid agreements related to calls for police service, crime investigation, and information exchange in place with:

- Kansas City Police Department
- Lee's Summit Police Department,
- Independence Police Department

## Campus Security Authorities

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

- **Title IX Coordinator & Civil Rights Administrator** at 3200 Broadway, Kansas City, Missouri 64111; 816.604.1141; [institutional.equity@mccckc.edu](mailto:institutional.equity@mccckc.edu)
- **Athletic Director** at 3217 Broadway, Kansas City, Missouri, 64111; 816.604.1059
- **Dean of Student Development & Enrollment (Blue River)** at 20301 E. 78 Highway Independence, MO 64057-2053; (816) 604-6620
- **Dean of Student Development & Enrollment (Longview)** at 500 SW Longview Road Lee's Summit, MO 64081-2105; 816.604-2326
- **Dean of Student Development & Enrollment (Maple Woods)** at 2601 NE Barry Road Kansas City, MO 64156-1254; 816.604-3175
- **Dean of Student Development & Enrollment (Penn Valley)** at 3201 Southwest Trafficway Kansas City, MO 64111-2727; 816.604-4134
- **Dean of CTE & Site Administrator (Advanced Technical Skills Institute – Penn Valley)** at 2944 Troost Avenue, Kansas City, MO 64109; (816) 604-5281

## Reporting a Crime

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

- Situations that pose imminent danger or while a crime is in progress should be reported to Campus Police by calling (816) 604-1200 (x1200) or 911 from any campus phone or cell phone. Keep in mind that the individual making the call from a cell phone will need to provide the address where the emergency has occurred.
- Students, staff, and visitors should report criminal actions, accidents, injuries, or other emergency incidents to one of the campus security authorities identified above. Once reported, the individual making the report will be encouraged to also report it to appropriate police agencies. If requested, a member of the college staff will assist a student in making the report to the police.
- Anonymous reports of crime or other incidents may be reported via the MCC web page utilizing the MCC Cares link and completing the MCC cares report form. Personal identifiers are not required for the form to be completed/submitted. Callers may also call (816) 604-1111 or any of our campus police offices to report crimes anonymously.

Reporting all crimes and public safety related incidents promptly to the Campus Police or appropriate law enforcement agencies is very important to MCC students, visitors, and employees.

Reporting also helps the Campus Police and local police authorities apprehend those responsible. It helps MCC determine if a referral for disciplinary action is required. It assists the Campus Police in the maintenance, and annual publication, of accurate crime incident records with respect to the campuses. This information helps keep the campuses safer by providing the most accurate information on criminal activity to members of the MCC community. Finally, the information reported may be crucial for timely emergency procedures such as the evacuation of buildings (emergency procedures are posted at [www.MCCKC.edu/alert](http://www.MCCKC.edu/alert) and evacuation maps are posted throughout campus buildings).

## Confidential Reporting

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

Pursuant to the College's sex discrimination and harassment policies, when an employee who is not a confidential reporter becomes aware of alleged misconduct under that policy (including, but not limited to, dating violence, domestic violence, sexual assault, and stalking), the employee is responsible for reporting the information to the Title IX Coordinator, within three (3) calendar days. A victim of other types of crimes (e.g., aggravated assault, burglary, etc.) who does not want to pursue action within the College disciplinary system, or the criminal justice system is nevertheless encouraged to make a confidential report to a campus security authority – confidential reporter as listed above. Upon the victim's request, a report of the details of the incident can be filed with the College without revealing the victim's identity. Such a confidential report complies with the victim's wishes, but still helps the College take appropriate steps to ensure the future safety of the victim and others. With such information, the College can keep an accurate record of the number of incidents involving members of the campus community, determine where a pattern of crime may be developing and alert the community as to any potential danger. These confidential reports are counted and disclosed in the annual crime statistics for the College.

The College does not employ any pastoral or professional counselors and thus does not have procedures for these positions to inform the persons they are counseling of any procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

## Security of and Access to Campus Facilities

One of the most important methods to control crime is to control building access. For that reason, access to campus buildings is limited to certain hours and all facilities are monitored. In the event

students or employees need access to a campus building after normal hours, they should contact the Campus Police for assistance. MCC campus building hours are as follows:

<p style="text-align: center;"><u>MCC-Blue River</u> Monday – Thursday 7:00 a.m. - 10:00 p.m., Friday 7:00 a.m. - 4:30 p.m. Saturday 8:00 a.m. - 1:00 p.m.</p>	<p style="text-align: center;"><u>MCC-Maple Woods</u> Monday – Friday 7:00 a.m. - 10:00 p.m. Saturday – 7:00 a.m. - 5:00 p.m.</p>
<p style="text-align: center;"><u>MCC-Longview</u> Monday -Thursday 7:00 a.m. - 10:00 p.m., Friday 7:00 a.m. - 6:00 p.m. Saturday 7:30 a.m. - 3:00 p.m.</p>	<p style="text-align: center;"><u>MCC-Penn Valley</u> Monday – Friday 7:00 a.m. - 10:00 p.m. Saturday – 7:00 a.m. - 5:00 p.m.</p> <p style="text-align: center;"><u>MCC-ATSI-Penn Valley</u> Monday – Friday 6:00 a.m. - 10:00 p.m. Saturday – 7:30 a.m. - 3:30 p.m.</p> <p style="text-align: center;"><u>MCC-HSI-Penn Valley</u> Monday – Thursday 6:00 a.m. - 10 p.m. Friday – 6:00 a.m. - 7:00 p.m. Saturday – 7:30 a.m. - 3:00 p.m.</p>

Students and employees are asked to be alert and to not circumvent practices and procedures that are meant to preserve their safety and that of others:

- Do not prop doors open or allow strangers into campus buildings that have been secured
- Do not lend keys or access cards to non-students and do not leave them unattended
- Do not give access codes to anyone who does not belong to the campus community

Keys to the offices, laboratories, and classrooms on campus will be issued to employees only as needed and after receiving the proper authorization. Employee and student identification cards may be used to verify the identity of persons suspected to be on campus facilities without permission.

Employees must adhere to policies regarding unauthorized access to school facilities, theft of, or damage to, school property, or other criminal activity. In particular, rendering inoperable or abusing any fire prevention or detection equipment is prohibited. Violation of these policies may lead to disciplinary action, up to and including termination and the filing of charges with law enforcement authorities.

## Security Considerations in the Maintenance of Facilities

MCC is committed to campus safety and security. Exterior lighting and landscape control are a critical part of that commitment. Campus Police officers conduct routine checks of lighting on campus during regular patrol duties. If the lights are not functioning, they will initiate an immediate work request. The Campus Police officers also conduct routine checks when opening and closing all campuses to include identifying and reporting any malfunctioning doors, door locking mechanisms, or other issues that would constitute a safety concern for the MCC community, and work requests for identified concerns are immediately generated. The MCC community is encouraged to report any deficiency in lighting and observed or suspected safety and security deficiencies to the Campus Police at (816) 604-1111. Any concerns about physical security, particularly any locking mechanism deficiency, should be reported to the Campus Police immediately. The Campus Police and Facility Services are available to respond to calls for service regarding unsafe facility conditions or for personal safety and property protection. These conditions may include unsafe steps or handrails, unsafe roadways on campus, and unsecured equipment.

## Educational Programs Related to Security Awareness and Prevention of Criminal Activity

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

[Student Orientation:](#) Each semester's student orientation includes information on emergency procedures at MCC including locations of storm shelters and campus call boxes, and how to sign up for text alerts.

[New Employee Orientation:](#) Each month that an orientation session occurs new employees are provided with information from the MCC Campus Police related to emergency procedures at MCC including what to do in the event of: fire, smoke or explosion; weather emergency/tornado; active shooter/violent intruder; lockdown; medical emergencies; utility emergencies; bomb threats; and hazardous material spills.

[Bystander Intervention:](#) Campus events that focus on understanding the purpose and use of the training as part of the MCC campus community. Learning how to recognize situations of potential harm and how to overcome barriers of intervening. Identifying safe and effective intervention options.

[Domestic Violence and Assault Awareness:](#) Campus events presented to increase awareness of domestic violence as an issue. Receive information on statistics on intimate partner violence and how to identify the types or forms of abuse a domestic violence victim may experience. Gain a better understanding of "why" a victim chooses to stay or leave. Learn about the availability of local resources.

[Active Shooter Response:](#) For employees. Presented periodically. The program focuses on what to do in the event of an active shooter on site including exiting area or sheltering in place.

## Monitoring Off Campus Locations of Recognized Student Organizations

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

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

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

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

## SAFETY TIPS

Following these tips can help prevent you from becoming a victim of a crime.

- Stay in well-lit areas. Plan your route and use public sidewalks or walk midway between curbs and buildings away from alleys, entries and bushes. Avoid shortcuts through parks, vacant lots and other deserted places.
- When possible, walk in groups – there is safety in numbers.
- Scan the area as you approach or leave buildings or parking lots.
- Consider carrying a personal safety alarm device.
- When approaching your vehicle, scan the immediate area.
- Have your keys in hand and scan the inside of your car before entering.
- Always lock your car doors upon entering or leaving your vehicle.
- Never leave your windows down (even a crack) in your parked car.
- Never leave your keys in an unattended car.
- Always keep your keys in your possession.
- Report missing keys immediately.
- Do not hide a key on or in your car.
- Never attach a tag with your name and address to a key ring.
- If you carry a handbag, keep it close to your body. If your bag is snatched, don't fight.
- Make sure valuables are out of sight or locked in the trunk.
- Don't leave vital information in your car - it provides personal information to a criminal.
- Report anyone who behaves suspiciously to the Campus Police.
- Advise the Campus Police or physical plant personnel of any hazards or security concerns.
- Follow your instincts – if your intuition tells you there is a risk, act accordingly.
- If you believe you are being followed, cross the street, change direction or vary your pace. This might discourage the follower.
- As a rule, do not stop to give directions or other information to strangers.
- If you feel uncomfortable in an elevator, leave at the first chance you have. Don't feel embarrassed or guilty for protecting yourself.
- While in class or office, keep personal belongings in view. Keep your purse either with you or in a locked location.
- Do not remove rings to wash your hands – they can be forgotten and/or stolen.
- Carry only necessary credit cards and money.
- To access the 9-1-1 emergency number from a campus phone dial x1200 or from non-campus phone (816) 604-1200.

# Drug and Alcohol Policy

## Alcohol Policy

MCC is committed to a safe, secure, healthful, drug-free work, campus, and community environment, and has adopted the Drug-Free Schools and Communities Act and Drug-Free Workplace Act standards as part of its policies. All applicable alcohol regulations, including state underage drinking laws, are enforced. The unlawful possession, use, and/or sale of alcoholic beverages are specifically prohibited, and violations carry substantial sanctions up to and including expulsion or termination of employment and/or referral for prosecution. MCC standards of conduct prohibit the unlawful possession, use or distribution of alcohol by students and employees on the college's property or as part of any of its activities. Alcohol is permitted on college property only in certain limited circumstances when required approvals have been obtained.

**The College enforces the state's underage drinking laws** and complies with state law and other applicable regulations governing alcoholic beverages for those on the College's premises or participating in its activities. The College strongly supports education and treatment programs as the most effective means to help prevent and reduce alcohol abuse. In addition, the College is committed to providing an academic and social environment that supports individual freedom while promoting individual responsibility, health and safety, and community welfare. To that end:

- The College expects that those who wish to include alcohol as part of their activities will do so responsibly and lawfully.
- Persons planning events on campus should be mindful of the complexities introduced into planning an event with alcohol. Event management issues (the presentation of entertainment, provision of refreshments, management of the participants or audience, security, and other factors) require serious attention for any event, and all the more for an event at which alcohol is served. Event organizers must fully understand the College alcohol policy and applicable laws and manage their events accordingly.

Organizations may not plan events that promote or encourage the consumption of alcohol, nor may event planning be based upon the assumption of abusive or illegal alcohol consumption. Persons planning events should remember that the vast majority of events at the institution take place without alcohol, that most members of the undergraduate community are not of legal drinking age, and that among those who are, many do not drink alcoholic beverages at all.

## Drug Policy

MCC is committed to a safe, secure, healthful, drug-free work, campus, and community environment, and has adopted the Drug-Free Schools and Communities Act and Drug-Free Workplace Act standards as part of its policies. The possession, sale, manufacture or distribution of illegal drugs is prohibited under both state and federal laws. All applicable drug regulations, including federal and state laws, are enforced. Such laws will be enforced by the College's Campus Police. The unlawful possession, use, and/or sale of illegal drugs are specifically prohibited, and violations carry substantial sanctions up to and including expulsion or termination of employment and/or referral for prosecution. MCC standards of conduct prohibit the unlawful possession, use or distribution of illicit drugs by students and employees on the college's property or as part of any of its activities.

**The College enforces the state's federal and state drug laws** for those on the College's premises or participating in its activities. MCC is committed to a safe, secure, healthful, drug-free work, campus, and community environment, and has adopted the Drug-Free Schools and Communities Act and Drug-

Free Workplace Act standards as part of its policies. The possession, sale, manufacture or distribution of illegal drugs is prohibited under both state and federal laws. All applicable drug regulations, including federal and state laws, are enforced. Such laws will be enforced by the College's Campus Police. The unlawful possession, use, and/or sale of illegal drugs are specifically prohibited, and violations carry substantial sanctions up to and including expulsion or termination of employment and/or referral for prosecution. MCC standards of conduct prohibit the unlawful possession, use or distribution of illicit drugs by students and employees on the college's property or as part of any of its activities.

In accordance with MCC board policy to provide a safe, secure, healthful, drug free work, campus, and community environment, employees are expected and required to report to work and participate in district activities, and students are expected and required to attend classes and participate in district activities, in appropriate mental and physical condition. Further, students and employees are expected to abide by MCC regulations related to the misuse of alcohol and other drugs and the unlawful possession, use, or distribution of illicit drugs and alcohol. The appropriate vice chancellor or designee will be responsible for notifying all students and employees of policies and regulations related to providing a drug free workplace, campus, and community.

## Drug and Alcohol Abuse Prevention Program

The Drug-Free Schools and Communities Act (DFSCA) requires that, as a condition of receiving funds or any other form of financial assistance under any federal program, the College is to collect information regarding drug and alcohol prevention policies, procedures and programs for students and college employees both on school premises and as part of any of its activities.

In order to certify its compliance with the regulations, the College must adopt and implement a drug prevention program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by all students and employees both on school premises and as part of any of its activities.

Creating a program that complies with the regulations requires institutions to do the following:

Prepare a written policy on alcohol and other drugs.

Develop a sound method for distribution of the policy to every student, faculty and staff member each year.

Prepare a biennial review report on the effectiveness of its alcohol and other drug programs and the consistency of policy enforcement.

- Maintain its biennial review report on file so that it can be submitted, if requested by the U.S. Department of Education, other entity or individual

The College continues to remain in compliance with the requirements of the Drug-Free Schools and Communities Act. The institution has adopted and implemented programs to prevent the abuse of alcohol and use or distribution of illicit drugs by students and employees on its premises and as a part of any of its activities, as demonstrated through this biennial review. Also, MCC has a policy on alcohol and other drugs (AOD) and has developed a thorough method for distributing this policy to every student and employee.

The College has a drug abuse and prevention program and conducts periodic reviews of this program to evaluate its effectiveness. The last review was conducted in 2024. For more information about the biennial review, you may contact the Associate Vice Chancellor of Student Services & Enrollment Management. You may request a hardcopy of the biennial review from the Deans of Student Development & Engagement at each campus and the Director of Financial Aid and the Student Consumer Information section on the MCC website <https://www.mcckc.edu/consumer-information/#drug>.

## MCC Websites Providing MCC Policies Related to DFSCA

Policies and guidelines, which provide information related to alcohol and drugs can be found on the website links as well as in designated offices:

- MCC Drug and Alcohol Awareness & Prevention Programs: <https://www.mcckc.edu/consumer-information/#drug>
- Code of Student Conduct: <http://www.mcckc.edu/codeofconduct>
- Summary of Discipline Actions: <http://www.mcckc.edu/codeofconduct>
- Missouri Laws Pertaining to Alcohol: <https://www.alcoholproblemsandsolutions.org/missouri-alcohol-laws-wise-to-know/>
- Drug free Workplace, Campus and Community 3.30060 BP Board Policy: [https://mcckc.edu/legal/docs/hr-personnel/3.30060\\_BP\\_Drugfree%20Workplace.pdf](https://mcckc.edu/legal/docs/hr-personnel/3.30060_BP_Drugfree%20Workplace.pdf)
- Drug free Workplace, Campus and Community 3.30060 DR District Regulation: [https://mcckc.edu/legal/docs/hr-personnel/3.30060\\_DR\\_Drugfree\\_Workplace.pdf](https://mcckc.edu/legal/docs/hr-personnel/3.30060_DR_Drugfree_Workplace.pdf)

## Campus Drug & Alcohol Resources and Programs

Each campus has developed a process to address the use of illicit drugs and abuse of alcohol by students and employees. The programs include the distribution of informational materials, educational programs, referrals, and college disciplinary actions. Students with alcohol or drug-related problems are encouraged to contact the campus counseling office for referrals to private and community agencies. Employees with alcohol or drug-related problems are encouraged to contact the human resource office for information and referral to the district employee assistance program.

## Federal Drug Laws

*Updated 08.05.2024*

**Denial of Federal Benefits (21 U.S.C. § 862)** A federal drug conviction may result in the loss of federal benefits, including loans, grants, scholarships, contracts, and licenses, although the Department of Education has said it will no longer disqualify students from Title IV aid for a federal or state conviction for possession or sale of a controlled substance.

**Forfeiture of Personal Property and Real Estate (21 U.S.C. § 853)** Any person convicted of a federal drug offense punishable by more than one year in prison shall forfeit to the United States any personal or real property related to the violation. A warrant of seizure may be issued, and property seized at the time an individual is arrested on charges that may result in forfeiture.

**Federal Drug Trafficking Penalties (21 U.S.C. § 841)** Penalties for federal drug trafficking convictions vary according to the type and quantity of the controlled substance involved in the transaction. Penalties for subsequent convictions are more severe. Federally defined schedules of controlled substances are published at 21 U.S.C. § 812.

In the case of a controlled substance in schedule I or schedule II, GHB (or, “liquid ecstasy”), or flunitrazepam (or, “rohypnol”), a person shall be sentenced to a term of imprisonment of not more than 20 years. If death or serious bodily injury results from the use of a controlled substance which has been illegally distributed, the person convicted on federal charges of distributing the substance faces the possibility of a life sentence and fines ranging up to \$10 million.

In the case of a controlled substance in schedule III, a person shall be sentenced to a term of imprisonment of not more than 10 years, and if death or serious bodily injury results, shall be sentenced to a term of imprisonment of not more than 15 years or a fine not to exceed \$500,000, or both, for a first offense.

For less than 50 kilograms of marijuana, the term of imprisonment shall not be more than five years, and the fine shall not be more than \$250,000, or both, for a first offense.

In the case of a schedule IV substance, the term of imprisonment shall not be more than five years, and the fine shall not be more than \$250,000, or both, for a first offense.

Persons convicted on federal charges of drug trafficking within 1,000 feet of an elementary school, secondary school, college, or university (**21 U.S.C. § 860**) face penalties of prison terms and fines which are twice as high as the regular penalties for the offense, with a mandatory prison sentence of at least one year, unless the offense involves five grams or less of marijuana.

**Federal Drug Possession Penalties (21 U.S.C. § 844)** Persons convicted on federal charges of possessing any controlled substance face penalties of up to one year in prison, a mandatory fine of no less than \$1,000, or both. Second convictions are punishable by not less than 15 days but not more than two years in prison and a minimum fine of \$2,500. Subsequent convictions are punishable by not less than 90 days but not more than three years in prison and a minimum fine of \$5,000.

For the most recent and complete Federal Trafficking Penalties information, visit the website of the U.S. Drug Enforcement Administration at [www.campusdrugprevention.gov/sites/default/files/2022-07/Federal Trafficking Penalties Chart 6-23-22.pdf](http://www.campusdrugprevention.gov/sites/default/files/2022-07/Federal_Trafficking_Penalties_Chart_6-23-22.pdf).

## Drug and Alcohol State Laws

Category	Summary (Missouri Revised Statues)
Possession of Marijuana	Statutorily, marijuana remains a Schedule I controlled substance. Mo. Rev. Stat. § 195.017(2)(3) (ff). Possession for personal use of less than 10 grams for a first offense is a class D misdemeanor with a maximum fine of \$500 and no jail time. § 579.015(4). For a second offense, the charge elevates to a class A misdemeanor with a maximum fine of \$2,000 and up to one year in jail. § 579.015(4). The same punishment applies to possession of more than ten grams but thirty-five grams or less of marijuana or synthetic cannabinoid. § 579.015(3). Possessing more than 35 grams is a class D felony with a maximum fine of \$10,000 and up to 7 years in jail. § 579.015(2). Notwithstanding the foregoing, the use of recreational marijuana was legalized via a ballot amendment to the Missouri Constitution in 2022. As of December 8, 2022, individuals over the age of twenty-one may purchase, possess, and consume up to 3 ounces of dried marijuana. Mo. Const. art. XIV § 2. Medical marijuana for certain conditions is allowed, and up to four ounces may be purchased every 30 days. Mo. Const. art. XIV § 1.
Controlled Substances	Missouri statutes cover a wide range of offenses related to the possession and delivery of controlled substances. Mo. Rev. Stat. §§ 579.015–579.040. Possession of a controlled substance, except thirty-five grams or less of marijuana, is a class D felony, with a term of up to seven years and a fine up to \$10,000. § 579.015(1). Delivery of a controlled substance other than 35 grams or less of marijuana is a class C felony, resulting in a prison term of not less than 3 years and not more than 10 years, and a fine up to \$10,000. §§ 579.020(2), 558.002, 558.011. If a controlled substance is distributed or delivered within one thousand feet of a park designed for public recreation purposes or on public housing property, the charge elevates to a class A felony, resulting in imprisonment between 10 or 30 years or life imprisonment. §§ 579.030, 558.011. Notwithstanding the foregoing, the use of recreational marijuana was legalized via a ballot amendment to the Missouri Constitution in 2022. As of December 8, 2022, individuals over the age of twenty-one may purchase, possess, and consume up to 3 ounces of dried marijuana. Mo. Const. art. XIV § 2.
Alcohol and Minors	In Missouri, it is illegal for anyone under the age of 21 to possess, purchase, or attempt to purchase any intoxicating liquor, subject to class D misdemeanor carrying a fine not to exceed \$500. §§ 311.325, 558.002. A subsequent violation is a class A misdemeanor,

Category	Summary (Missouri Revised Statues)
	<p>subject to a term of up to one year in jail and a fine not to exceed \$2,000. <i>Id.</i>; § 558.011(6). Anyone between the ages of 17 and 21 who represents that s/he is 21 for the purpose of obtaining intoxicating liquor is guilty of a misdemeanor. § 311.320(1). The use of fake identification is subject to a \$500 fine. § 311.320(2). An attempt to purchase, or possession of alcohol, may also result in license suspension. § 311.325(1).</p>
Driving Under the Influence (DUI)	<p>A person is guilty of DUI if the person has a blood alcohol concentration of 0.08 percent. § 577.012. A first offense results in a class B misdemeanor resulting in a suspended license for 30 days then a restricted license for 60 days and may require a certified ignition interlock device. § 302.525(2)(1). A second offense within five years results in a one-year restricted license and additional penalties. <i>Id.</i></p>

# Dating Violence, Sexual Assault, & Stalking

## MCC Prohibition on Dating Violence, Domestic Violence, Sexual Assault, and Stalking

Consistent with applicable laws, the College prohibits dating violence, domestic violence, sexual assault, and stalking. The College's policies used to address complaints of this nature, as well as the procedures for filing, investigating and resolving complaints, may be found at:

- Students: Sex Discrimination and Sexual Harassment 7.30035 BP Board Policy: [https://mcckc.edu/legal/docs/student-personnel/7.30035\\_BP\\_Sex\\_Discrimination\\_Sexual\\_Harassment\\_Student.pdf](https://mcckc.edu/legal/docs/student-personnel/7.30035_BP_Sex_Discrimination_Sexual_Harassment_Student.pdf)
- Students: Sex discrimination and Sexual Harassment 7.30035 DP District Procedure: [https://mcckc.edu/legal/docs/student-personnel/7.30035\\_DP\\_Sex\\_Discrimination\\_Sexual\\_Harassment\\_Student.pdf](https://mcckc.edu/legal/docs/student-personnel/7.30035_DP_Sex_Discrimination_Sexual_Harassment_Student.pdf)
- Employee: Sex Discrimination and Harassment 3.30015 BP Board Policy: [https://mcckc.edu/legal/docs/hr-personnel/3.30015\\_BP\\_Sex\\_Discrimination\\_and\\_Sexual\\_Harassment\\_Employee.pdf](https://mcckc.edu/legal/docs/hr-personnel/3.30015_BP_Sex_Discrimination_and_Sexual_Harassment_Employee.pdf)
- Employee: Sex Discrimination and Harassment 3.30015 DP District Procedure: [https://mcckc.edu/legal/docs/hr-personnel/3.30010\\_DP\\_Non-discrimination\\_and\\_Harrassment\\_Employee.pdf](https://mcckc.edu/legal/docs/hr-personnel/3.30010_DP_Non-discrimination_and_Harrassment_Employee.pdf)
- MCC's Code of Student Conduct: <https://www.mcckc.edu/codeofconduct>
- MCC Standards of Conduct 3.50020 BP Board Policy: [https://www.mcckc.edu/legal/docs/hr-personnel/3.50020\\_BP\\_Standards\\_of\\_Conduct.pdf](https://www.mcckc.edu/legal/docs/hr-personnel/3.50020_BP_Standards_of_Conduct.pdf)

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

## Primary Prevention and Awareness Program

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

## College Definition of Consent

In addition to the definition of consent under state law, the institution uses the following definition of consent in its sexual misconduct policies for the purpose of determining whether sexual violence (including sexual assault) has occurred:

*An affirmative agreement through clear actions or words to engage in intimate activity. A person who is incapacitated unconscious, unaware, or otherwise physically helpless cannot give effective consent to sexual activity. One who is coerced; a minor; incapacitated due to disability; intoxicated; under the influence of drugs; or asleep cannot give effective consent.*

- Consent is active, not passive.
- Silence, in and of itself, cannot be interpreted as consent.
- Previous relationships or prior consent cannot imply consent to future sexual acts.
- Consent can be withdrawn once given, as long as that withdrawal is clearly communicated.

## Crime Definitions

Crime Type (Missouri Revised Statutes)	Definitions
Dating Violence	The institution has determined, based on good-faith research, that Missouri law does not define the term dating violence.
Domestic Violence	<p>Missouri's protective order statutes provide the following definitions (Mo. Rev. Stat. § 455.010):</p> <ul style="list-style-type: none"> <li>• “Abuse”, includes but is not limited to the occurrence of any of the following acts, attempts or threats against a person who may be protected pursuant to this chapter, except abuse shall not include abuse inflicted on a child by accidental means by an adult household member or discipline of a child, including spanking, in a reasonable manner.</li> <li>• “Domestic violence” is abuse or stalking committed by a family or household member.</li> <li>• “Family” or “household member”, [includes] spouses, former spouses, any person related by blood or marriage, persons who are presently residing together or have resided together in the past, any person who is or has been in a continuing social relationship of a romantic or intimate nature with the victim, and anyone who has a child in common regardless of whether they have been married or have resided together at any time.</li> </ul> <p>In addition, Missouri criminal statutes include various degrees of the crime “Domestic Assault,” as follows:</p> <ul style="list-style-type: none"> <li>• Domestic Assault, First Degree (Mo. Rev. Stat. § 565.072): A person commits the offense of domestic assault in the first degree if he or she attempts to kill or knowingly causes or attempts to cause serious physical injury to a domestic victim, as the term “domestic victim” is defined under section 565.002. <ul style="list-style-type: none"> <li>• Mo Rev. Stat. § 565.002(6) indicates that a “domestic victim” is a household or family member as the term “family” or “household member” is defined in 455.010, including any child who is a member of the household or family.</li> </ul> </li> <li>• Domestic Assault in the Second Degree (Mo. Rev. Stat. § 565.073): A person commits the offense of domestic assault in the second degree if the act involves a domestic victim, as the term “domestic victim” is defined under section 565.002, and he or she: (1) Knowingly causes physical injury to such domestic victim by any means, including but not limited to, use of a deadly weapon or dangerous instrument, or by choking or strangulation; or (2) Recklessly causes serious physical injury to such domestic victim; or (3) Recklessly causes physical injury to such domestic victim by means of any deadly weapon.</li> </ul>

Crime Type (Missouri Revised Statutes)	Definitions
	<ul style="list-style-type: none"> <li>• Domestic Assault, Third Degree (Mo. Rev. Stat. § 565.074): A person commits the offense of domestic assault in the third degree if he or she attempts to cause physical injury or knowingly causes physical pain or illness to a domestic victim, as the term “domestic victim” is defined under section 565.002.</li> <li>• Domestic Assault in the Fourth Degree (Mo. Rev. Stat. § 565.076): A person commits the offense of domestic assault in the fourth degree if the act involves a domestic victim, as the term “domestic victim” is defined under section 565.002, and: (1) The person attempts to cause or recklessly causes physical injury, physical pain, or illness to such domestic victim; (2) With criminal negligence the person causes physical injury to such domestic victim by means of a deadly weapon or dangerous instrument; (3) The person purposely places such domestic victim in apprehension of immediate physical injury by any means; (4) The person recklessly engages in conduct which creates a substantial risk of death or serious physical injury to such domestic victim; (5) The person knowingly causes physical contact with such domestic victim knowing he or she will regard the contact as offensive; or (6) The person knowingly attempts to cause or causes the isolation of such domestic victim by unreasonably and substantially restricting or limiting his or her access to other persons, telecommunication devices or transportation for the purpose of isolation.</li> </ul>
Stalking	<ul style="list-style-type: none"> <li>• Stalking, First Degree (Mo. Rev. Stat. § 565.225): A person commits the offense of stalking in the first degree if he or she purposely, through his or her course of conduct, disturbs or follows with the intent of disturbing another person and: (1) Makes a threat communicated with the intent to cause the person who is the target of the threat to reasonably fear for his or her safety, the safety of his or her family or household member, or the safety of domestic animals or livestock as defined in section 276.606 kept at such person's residence or on such person's property. The threat shall be against the life of, or a threat to cause physical injury to, or the kidnapping of the person, the person's family or household members, or the person's domestic animals or livestock as defined in section 276.606 kept at such person's residence or on such person's property; or (2) At least one of the acts constituting the course of conduct is in violation of an order of protection and the person has received actual notice of such order; or (3) At least one of the actions constituting the course of conduct is in violation of a condition of probation, parole, pretrial release, or release on bond pending appeal; or (4) At any time during the course of conduct, the other person is seventeen years of age or younger and the person disturbing the other person is twenty-one years of age or older; or (5) He or she has previously been found guilty of domestic assault, violation of an order of protection, or any other crime where the other person was the victim; or (6) At any time during the course of conduct, the other person is a participant of the address confidentiality program under sections 589.660 to 589.681, and the person disturbing the other person knowingly accesses or attempts to access the address of the other person.</li> </ul>

Crime Type (Missouri Revised Statutes)	Definitions
	<ul style="list-style-type: none"> <li>Stalking, Second Degree (Mo. Rev. Stat. § 565.227.1): A person commits the offense of stalking in the second degree if he or she purposely, through his or her course of conduct, disturbs, or follows with the intent to disturb another person.</li> <li>As used in the definitions of stalking above, the term "disturbs" shall mean to engage in a course of conduct directed at a specific person that serves no legitimate purpose and that would cause a reasonable person under the circumstances to be frightened, intimidated, or emotionally distressed.</li> </ul>
Sexual Assault	<p>The institution has determined, based on good-faith research, that Missouri's criminal statutes do not define the term sexual assault.</p> <p>However, Missouri's protective order statutes indicate that "sexual assault" means causing or attempting to cause another to engage involuntarily in any sexual act by force, threat of force, duress, or without that person's consent. (Mo. Rev. Stat. § 455.010(1)(e)).</p>
Rape, Fondling, Incest, Statutory Rape	<p>For purposes of the Clery Act, the term "sexual assault" includes the offenses of rape, fondling, incest, and statutory rape. These definitions under Missouri law are as follows:</p> <ul style="list-style-type: none"> <li>Rape in the First Degree (Mo. Rev. Stat. § 566.030): A person commits the offense of rape in the first degree if he or she has sexual intercourse with another person who is incapacitated, incapable of consent, or lacks the capacity to consent, or by the use of forcible compulsion. Forcible compulsion includes the use of a substance administered without a victim's knowledge or consent which renders the victim physically or mentally impaired so as to be incapable of making an informed consent to sexual intercourse.</li> <li>Rape in the Second Degree (Mo. Rev. Stat. § 566.031): A person commits the offense of rape in the second degree if he or she has sexual intercourse with another person knowing that he or she does so without that person's consent.</li> <li>Fondling: The institution has determined, based on good-faith research, that Missouri law does not define the term fondling.</li> <li>Incest (Mo. Rev. Stat. § 568.020.1): A person commits the offense of incest if he or she marries or purports to marry or engages in sexual intercourse or deviate sexual intercourse with a person he or she knows to be, without regard to legitimacy, his or her: (1) Ancestor or descendant by blood or adoption; or (2) Stepchild, while the marriage creating that relationship exists; or (3) Brother or sister of the whole or half-blood; or (4) Uncle, aunt, nephew or niece of the whole blood.</li> <li>Statutory Rape, First Degree (Mo. Rev. Stat. § 566.032): A person commits the offense of statutory rape in the first degree if he or she has sexual intercourse with another person who is less than fourteen years of age.</li> <li>Statutory Rape, Second Degree (Mo. Rev. Stat. § 566.034.1): A person commits the offense of statutory rape in the second degree if being twenty-one years of age or older, he or she has sexual intercourse with another person who is less than seventeen years of age.</li> </ul>

Crime Type (Missouri Revised Statutes)	Definitions
Other "sexual assault" crimes	<p>Other crimes under Missouri law that may be classified as a "sexual assault" include the following:</p> <ul style="list-style-type: none"> <li>• Sodomy in the First Degree (Mo. Rev. Stat. § 566.060): A person commits the offense of sodomy in the first degree if he or she has deviate sexual intercourse with another person who is incapacitated, incapable of consent, or lacks the capacity to consent, or by the use of forcible compulsion. Forcible compulsion includes the use of a substance administered without a victim's knowledge or consent which renders the victim physically or mentally impaired so as to be incapable of making an informed consent to sexual intercourse.</li> <li>• Sodomy in the Second Degree (Mo. Rev. Stat. § 566.061): A person commits the offense of sodomy in the second degree if he or she has deviate sexual intercourse with another person knowing that he or she does so without that person's consent.</li> <li>• Statutory Sodomy, First Degree (Mo. Rev. Stat. § 566.062): A person commits the offense of statutory sodomy in the first degree if he or she has deviate sexual intercourse with another person who is less than fourteen (14) years of age.</li> <li>• Statutory Sodomy, Second Degree (Mo. Rev. Stat. § 566.064): A person commits the offense of statutory sodomy in the second degree if being twenty-one years of age or older, he or she has deviate sexual intercourse with another person who is less than seventeen years of age.</li> <li>• Child Molestation, First Degree (Mo. Rev. Stat. § 566.067): A person commits the offense of child molestation in the first degree if he or she subjects another person who is less than fourteen (14) years of age to sexual contact and the offense is an aggravated sexual offense.</li> <li>• Child Molestation, Second Degree (Mo. Rev. Stat. § 566.068): A person commits the offense of child molestation in the second degree if he or she: (1) Subjects a child who is less than twelve years of age to sexual contact; or (2) Being more than four years older than a child who is less than seventeen years of age, subjects the child to sexual contact and the offense is an aggravated sexual offense.</li> <li>• Child Molestation, Third Degree (Mo. Rev. Stat. § 566.069): A person commits the offense of child molestation in the third degree if he or she subjects a child who is less than fourteen years of age to sexual contact.</li> <li>• Child Molestation, Fourth Degree (Mo. Rev. Stat. § 566.071): A person commits the offense of child molestation in the fourth degree if, being more than four years older than a child who is less than seventeen years of age, subjects the child to sexual contact.</li> <li>• Sexual Misconduct Involving a Child (Mo. Rev. Stat. § 566.083): A person commits the offense of sexual misconduct involving a child if such person: (1) Knowingly exposes his or her genitals to a child less than fifteen years of age under circumstances in which he or she knows that his or her conduct is likely to cause affront or alarm to the child; (2) Knowingly exposes his or her genitals to a child less than fifteen years of age for the purpose of arousing or gratifying the sexual desire of any person, including the child; (3) Knowingly coerces or induces a child less than fifteen years of age to</li> </ul>

Crime Type (Missouri Revised Statutes)	Definitions
	<p>expose the child's genitals for the purpose of arousing or gratifying the sexual desire of any person, including the child; or (4) Knowingly coerces or induces a child who is known by such person to be less than fifteen years of age to expose the breasts of a female child through the internet or other electronic means for the purpose of arousing or gratifying the sexual desire of any person, including the child.</p> <ul style="list-style-type: none"> <li>• Sexual Misconduct, First Degree (Mo. Rev. Stat. § 566.093): A person commits the offense of sexual misconduct in the first degree if such person: (1) Exposes his or her genitals under circumstances in which he or she knows that his or her conduct is likely to cause affront or alarm; (2) Has sexual contact in the presence of a third person or persons under circumstances in which he or she knows that such conduct is likely to cause affront or alarm; or (3) Has sexual intercourse or deviate sexual intercourse in a public place in the presence of a third person.</li> <li>• Second Degree Sexual Misconduct (Mo. Rev. Stat. § 566.095): A person commits the offense of sexual misconduct in the second degree if he or she solicits or requests another person to engage in sexual conduct under circumstances in which he or she knows that such request or solicitation is likely to cause affront or alarm.</li> <li>• Sexual Abuse in the First Degree (Mo. Rev. Stat. § 566.100): A person commits the offense of sexual abuse in the first degree if he or she subjects another person to sexual contact when that person is incapacitated, incapable of consent, or lacks the capacity to consent, or by the use of forcible compulsion.</li> <li>• Sexual Abuse, Second Degree (Mo. Rev. Stat. § 566.101): A person commits the offense of sexual abuse in the second degree if he or she purposely subjects another person to sexual contact without that person's consent.</li> </ul>
Consent (as it relates to sexual activity) (Mo. Rev. Stat. § 556.061(14))	Consent or lack of consent may be expressed or implied. Assent does not constitute consent if: (a) It is given by a person who lacks the mental capacity to authorize the conduct charged to constitute the offense and such mental incapacity is manifest or known to the actor; or (b) It is given by a person who by reason of youth, mental disease or defect, intoxication, a drug-induced state, or any other reason is manifestly unable or known by the actor to be unable to make a reasonable judgment as to the nature or harmfulness of the conduct charged to constitute the offense; or (c) It is induced by force, duress or deception.

## RISK REDUCTION

If you find yourself in an uncomfortable sexual situation, these suggestions may help you reduce your risk:

- Make your limits known before going too far.
- You can withdraw consent to sexual activity at any time. Do not be afraid to tell a sexual aggressor “NO” clearly and loudly.
- Try to remove yourself from the physical presence of a sexual aggressor. Be direct as possible about wanting to leave the environment.
- Grab someone nearby and ask them for help.
- Be responsible about your alcohol and/or drug use. Alcohol and drugs can lower your sexual inhibitions and may make you vulnerable to someone who views an intoxicated/high person as a sexual opportunity.
- Attend large parties with friends you trust. Watch out for your friends and ask that they watch out for you.
- Be aware of someone trying to slip you an incapacitating “rape drug” like Rohypnol or GHB.

If you find yourself in the position of being the initiator of sexual behavior, these suggestions may help you to reduce your risk of being accused of sexual assault or another sexual crime:

- Remember that you owe sexual respect to the other person.
- Don’t make assumptions about the other person’s consent or about how far they are willing to go.
- Remember that consent to one form of sexual activity does not necessarily imply consent to another form of sexual behavior.
- If your partner expresses a withdrawal of consent, stop immediately.
- Clearly communicate your sexual intentions so that the other person has a chance to clearly tell you, their intentions.
- Consider “mixed messages” a clear sign that the other person is uncomfortable with the situation and may not be ready to progress sexually.
- Don’t take advantage of someone who is really drunk or on drugs, even if they knowingly and intentionally put themselves in that state. Further, don’t be afraid to step in if you see someone else trying to take advantage of a nearly incapacitated person.
- Be aware of the signs of incapacitation, such as slurred speech, bloodshot eyes, vomiting, unusual behavior, passing out, staggering, etc.

It is also important to be aware of the warning signs of an abusive person. Some examples include past abuse; threats of violence or abuse; breaking objects; using force during an argument; jealousy; controlling behavior; quick involvement; unrealistic expectations; isolation; blames others for problems; hypersensitivity; cruelty to animals or children; "playful" use of force during sex; Jekyll-and-Hyde personality.

# BYSTANDER INTERVENTION

In addition to reporting incidents to appropriate authorities, below are some ways in which individuals can take safe and positive steps to prevent harm and intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking against another person.

- Look out for those around you.
- Realize that it is important to intervene to help others.
- Treat everyone respectfully. Do not be hostile or an antagonist.
- Be confident when intervening.
- Recruit help from others if necessary.
- Be honest and direct.
- Keep yourself safe.
- If things get out of hand, don't hesitate to contact the police.

## Bystander Other Information Covered by the PPAP

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

## Ongoing Prevention and Awareness Campaign

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

## PPAP and OPAC Programming Methods

The PPAP and OPAC are carried out in a variety of ways, using a range of strategies, and, as appropriate, targeting specific audiences throughout the College. Methods include, but are not limited to online presentations, distribution of written materials, social media campaign, counseling website resources, periodic email blasts, and guest speakers. Past programming and currently planned programming include the following that have been provided by the Metropolitan Organization to Combat Sexual Assault (MOCSA), Rose Brooks, Synergy, MCC Counselors, and MCC Campus Life and Leadership personnel:

- Sexual Assault Awareness
- Healthy Relationships
- Domestic Violence Awareness & Prevention
- Nature and Dynamics of Domestic Violence
- Sexual Assault Awareness & Prevention
- Human Trafficking
- No More Violence Blue Donut Day – VAWA and Bystander Awareness

- Passive Programming: Sexual Assault and Domestic Violence, What is Sexual Assault?, and The Facts About Domestic Violence

# Victim of Dating Violence, Sexual Assault, or Stalking

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

Go to a safe place and call 911 or Campus Police at (816) 604-1200. At the earliest opportunity, you should also contact the College's Title IX Coordinator & Civil Rights Administrator at 3200 Broadway, Kansas City, Missouri 64111; 816.604.1141; [institutional.equity@mccckc.edu](mailto:institutional.equity@mccckc.edu)

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

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

## Security/Law Enforcement & How to Make a Police Report

If you are a victim, you should call Campus Police or call 911. The MCC Campus Police can assist you with notifying the Kansas City Missouri Police Department Sex Crimes Unit or other local police authority. If you choose to call the MCC Campus Police, an officer will contact you at the scene of the attack, the hospital, or another location. Other MCC personnel will assist you in notifying the MCC Campus Police, the Kansas City Missouri Police Department Sex Crimes Unit or other local police authority as necessary.

- MCC Campus Police (816) 604-1200 or (816) 604-1111
- Independence Missouri Police Department, 223 N. Memorial Drive, Independence, MO 64050, (816)325-7300;
- Kansas City Missouri Police Department, 1200 Linwood Blvd., Kansas City, MO 64109, (816)234-5111;
- Lee's Summit Missouri Police Department, 10 NE Tudor Rd., Lee's Summit, MO 64086, (816)969-1700

## Preservation of Evidence & Forensic Examinations

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

- St. Luke's Northland Hospital, 5830 NW Barry Rd., Kansas City, MO 64154, (816)891-6000; University of Kansas Medical Center, 3901 Rainbow Blvd., Kansas City, KS 66160, (913)588-5000;

- COVERSA at North Kansas City Hospital, 2800 Clay Edwards Dr., NKC, MO 64116, (816)717-1136;
- Shawnee Mission Medical Center, 9100 W 74th St., Shawnee Mission, KS 66204, (913)676-2218;
- St. Luke's Hospital - Plaza, 4401 Wornall Rd., Kansas City, MO 64111, (816)932-2000;
- St. Luke's East, 100 NW St. Luke's Blvd., Lee's Summit, MO 64086, (816)347-5000;
- Centerpoint Medical Center, 19600 E. 39th St., Independence, MO 64057, (816)698-7000;
- Truman Medical Center - Lakewood, 7900 Lee's Summit Rd., Kansas City, MO 64139, (816)404-7000;
- COVERSA at Cass Regional Medical Center, 2800 Rock Haven Rd., Harrisonville, MO 64701, (816)380-3474

Completing a forensic examination does not require you to file a police report, but having a forensic examination will help preserve evidence in case you decide at a later date to file a police report. Victims are also advised to retain evidence in electronic formats (e.g., text messages, emails, photos, social media posts, screenshots, etc.). Such evidence is valuable in all situations, and it may be the only type of evidence available in instances of stalking.

## Information about Legal Protection Orders

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

A protection order may be obtained by filing a petition with the court. Courts can issue two types of orders: (1) Ex Parte Orders, which act as a temporary emergency order to protect a victim, for up to 15 days, until a court hearing, and (2) Full Orders of Protection, which may be issued for up to one year. Additional information about the orders may be found at:

<http://www.courts.mo.gov/file.jsp?id=69655>.

A Petition for Order of Protection should be filed for in the:

- For **Kansas City, Missouri**, (Western Jackson County) 16th Circuit of Jackson County's Kansas City Courthouse. The address is: 415 E. 12th Street, Kansas City, Missouri 64106. The phone number is 816-881-3971.
- For **Independence and Lee's Summit**, Missouri, (Eastern Jackson County) 16th Circuit of Jackson County's Kansas City Courthouse. The address is: 308 W. Kansas Ave., Independence, Missouri 64050. The phone number is (816) 881-4555. More information is available here: <https://www.16thcircuit.org/domestic-violence>.
  - Information about obtaining an Order of Protection in Jackson County can be found here: [https://www.16thcircuit.org/Data/Sites/1/media/Civil\\_Records/booklet-16.pdf](https://www.16thcircuit.org/Data/Sites/1/media/Civil_Records/booklet-16.pdf).
  - The circuit court clerk's office can provide the necessary forms and may assist in completing the forms. Forms may also be found online at: <http://www.courts.mo.gov/file.jsp?id=537>. A victim should be prepared to present documentation and/or other forms of evidence when filing for an order of protection.

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

- The Kansas City Missouri Police Department provides advocates for victims of domestic violence through their Victim Services Office. The KCPD is located at: 1125 Locust, Kansas City, Mo. 64106. The Victim Advocate phone number is: 816-234-5205. More information may be found at: <https://www.kcpd.org/crime/victim-resources/victim-assistance-unit/>

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

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

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

## Available Victim Services

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

### MCC Resources

- MCC Campus Police (816) 604-1111
- Wolf Wellness for Students: (833) 359-2220; <https://mccwolfwellness.com/>
- MCC’s Employee Assistant Program (EAP) Phone: (800) 356-0845; [www.paseap.com](http://www.paseap.com)
- Title IX Coordinators and Title IX Contacts (listed in prior section of report)
- Student Financial Aid – Sometimes a victim of a crime may feel the need to take a leave of absence from school. If a student is considering a leave of absence based on the circumstances of a complaint, the student should understand there may be financial aid implications in taking such leave. This should be discussed with financial aid personnel, and the Title IX Coordinator for your campus can assist in facilitating this conversation if desired. The College’s financial aid website can be found at: <https://mcckc.edu/financial-aid/index.aspx>.

### State/Local Resources (Missouri)

- Wolf Wellness for Students: (833) 359-2220; <https://mccwolfwellness.com/>
- MCC’s Employee Assistant Program (EAP) Phone: (800) 356-0845; [www.paseap.com](http://www.paseap.com)
- Local police departments (listed in prior section of report)
- Hospitals/medical centers (listed in prior section of report)
- Jackson County Mental Health Services: <https://www.jacksongov.org/Residents/Health-Services>
- Missouri Coalition against Domestic and Sexual Violence: <https://www.mocadsv.org/>
- Newhouse: <https://newhousekc.org/>
- MOCSA (Metropolitan Organization to Counter Sexual Assault). A local service resource providing counseling, mental health, referrals and other services serving Jackson, Clay, Cass, and Platte counties in Missouri is MOCSA; 3100 Broadway, Suite 400, Kansas City, MO 64111-2591, telephone (816) 931-4527. MOCSA’s 24-hour crisis hotline numbers are (816) 531-0233 and (913) 642-0233. Relay services are available by dialing 711. The MOSCA website is <http://www.mocsa.org>. MOCSA office hours are 8:30 am – 5:00 pm Monday - Friday.
- Missouri Legal Services: <https://www.lsmo.org/>

## National Resources

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

## Accommodations and Protective Measures

The College will provide written notification to victims about options for, and available assistance in, changing academic, living, transportation, and working situations or protective measures. If victims request these accommodations or protective measures and they are reasonably available the College is obligated to provide them, regardless of whether the victim chooses to report the crime to campus security or local law enforcement.

Requests for accommodations or protective measures should be made to the Title IX Coordinator:

- Title IX Coordinator & Civil Rights Administrator at 3200 Broadway; 816.604.1141; [institutional.equity@mcckc.edu](mailto:institutional.equity@mcckc.edu)

The Title IX Coordinator or designee is responsible for deciding what, if any, accommodations or protective measures will be implemented. When determining the reasonableness of such a request, the College may consider, among other factors, the following:

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

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

# Disciplinary Action and Sanctions

## Procedures for Disciplinary Action

Complaints of sexual assault, domestic violence, dating violence and stalking will be resolved through the applicable sex discrimination and sexual harassment policies and procedures to include the formal processes as described below. Informal resolution may also be considered in certain circumstances if agreed by the parties, except not in situations alleging an employee sexually harassed a student.

Students or employees who believe they have been a victim of one of these offenses may file a complaint with the Civil Rights Administrator/Title IX Coordinator. Information can be found at <https://mcckc.edu/civil-rights/report-incident.aspx>

## Student Disciplinary Action

### **For Students - Allegations Involving Alleged Sex Discrimination and Sexual Harassment:**

Allegations related to conduct involving alleged sex discrimination and sexual harassment, including dating violence, domestic violence, stalking or sexual assault, may be processed through the formal complaint process. An informal process may also be used, except to resolve allegations that an employee has sexually harassed a student. Students who believe they have been discriminated against or harassed may file a complaint with the Title IX Coordinator. A student who files a complaint will be given a copy of this policy and procedure in its entirety.

**Informal Process:** The purpose of the informal process is to review the complaint and constructively resolve the issue to come to a mutually acceptable agreement. If both parties voluntarily agree in writing to cooperate, the Title IX Coordinator or designee will facilitate and monitor the conversation. The conversations can take place through in-person, through online, telephone conferencing, or email. Within three (3) calendar days, Title IX Coordinator or designee will notify the complainant and respondent in writing that the informal process has been initiated – both parties will have the opportunity to provide any relevant information. The informal process may result in solutions such as asking the respondent to modify or stop the behavior, separating the complainant and respondent, and/or reaching a mutually acceptable agreement. However, this informal process will not result in formal disciplinary action against the respondent without a formal process. After a remedy is reached, Title IX Coordinator or designee will notify both parties in writing of the agreement. Title IX Coordinator will monitor the remedy and may inform other appropriate administrators (e.g., supervisors, Human Resources, Department Chairs, Police Department) to assist with monitoring. If informal efforts are unsuccessful, the formal resolution process may be initiated. Either party has the right to end the informal process and begin the formal process at any time. The informal process will not be used to resolve allegations that an employee sexually harassed a student.

**Formal Process:** The purpose of the formal resolution process is to formally investigate reports and/or claims of Sex Discrimination or Sexual Harassment and to address inquiries and coordinate the College's compliance efforts regarding such instances. The formal resolution process may result in formal disciplinary action against the respondent after thorough investigation. If the complainant wishes to pursue a formal resolution, and the request is provided in writing, or if the College, based on the alleged policy violation, wants to pursue a formal resolution on the complainant's behalf, then the Title IX Coordinator or designee will appoint a trained investigator(s) to conduct the initial assessment. Within three (3) calendar days of determining that a formal process should proceed, the parties will be notified in writing. The investigation will entail interviews with all relevant parties, witnesses, and procurement

of evidence. Any formal investigation or hearing will be conducted using a preponderance of evidence standard. The following process will be implemented:

- The Title IX Coordinator or designee will review the report or complaint to determine the identity of the complainant and contact the complainant to discuss the incident and inform them of available resources and share rights and options (internal and external), and initiate any supportive measures, in coordination with campus partners.
- The Title IX Coordinator or designee will assign a trained investigator(s) to complete an initial assessment. In conjunction with the findings, the Title IX Coordinator will determine whether the formal resolution process should be used, or the complaint will be dismissed. If there is a reason to pursue, the formal resolution will proceed. If there is no cause to pursue, the formal complaint will be dismissed or referred to the appropriate administrator and/or department for review (e.g., Human Resource Department)
- When it is determined whether a formal resolution process is warranted or not, both parties will be notified in writing within three (3) calendar days of that decision. The assigned investigator(s) will proceed with the investigation completing the investigative report, fairly, summarizing all relevant evidence, and providing it to the Vice President of Instruction and Student Services (VPISS) or designee. Ten (10) calendar days prior to completing the draft report and providing to the VPISS, the investigator will send the report to both parties and their respective advisors for review and written response. All evidence related to the allegation(s) will be included and disseminated.
- The VPISS or designee will facilitate the live hearing, as appropriate, including cross-examination of both parties by each party's advisor. The VPISS will provide the report to both parties, ten (10) days prior to the hearing, for review and comment. All hearings will be recorded, an audio, audiovisual, or transcript will be provided to both parties for inspection and review.
- Within seven (7) calendar days of the hearing, the VPISS or designee will provide the written determination, to both parties.
- Within five (5) calendar days of receipt of the determination by the VPISS or designee, either the complainant or respondent may appeal the determination in writing to the Campus President. The acceptable basis for an appeal is limited to the following:
  - The appearance of new evidence, unavailable or dismissed during the original hearing or investigation, could substantially impact the outcome of the matter. A summary of this new evidence and its potential impact must be included.
  - A procedural irregularity occurred that impacted the outcome of the (i.e., material deviation from established procedures).
  - The Title IX Coordinator, investigator, or decision-maker had a conflict of interest or bias that affected the outcome of the matter.
- Within (10) ten calendar days of receipt of appeal request, the Campus President or designee will review the report, investigation materials, and determination. The determination will be communicated to both parties in writing.
- The President's or designee's decision is final; no further appeal is available. The determination regarding responsibility becomes final either on the date both parties are provided a written decision of the result of the appeal if an appeal is filed, or if an appeal is not filed, the date on which the appeal has expired.

Pre-Hearing and Hearings: The pre-hearing will take place no sooner than 10 (ten) days after receipt of the investigation report from the hearing facilitator, the Associate Vice Chancellor of Human Resource/Chief Human Resource Officer (CHRO) or designee, the hearing facilitator may appoint a Chair to assist with the hearing proceedings. The pre-hearing will allow each party and their respective advisor to discuss and review hearing procedures, provide relevant questions to be asked in the hearing for review, and learn expectations of all involved parties. Hearings will be conducted live directly, orally, and in real-time and cross-examination will be facilitated by each party's advisor. Parties are not allowed

to engage in cross-examination themselves. All questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the complainant's prior sexual behavior are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent. The decision-maker will not be able to rely on/include an absent party's statement or present party's statement that is refusing to answer cross examination or other questions or draw an inference about the determination regarding responsibility. This includes any party or witness that is not present or refuses to answer questions asked by the decision maker, for the hearing and cross-examination. A hearing can take place virtually and/or in-person. All hearings will be recorded (audio, audiovisual, or transcript) and provided to both parties for inspection and review.

**Timelines:** Complaints generally will be resolved within seventy (70) calendar days of the filing of the complaint. Where there is a need to extend this timeframe, for good cause, the parties will be notified of any delays and provided an explanation for the delay. Causes for delay include but are not limited to schedule and availability of witnesses, holidays, semester breaks, non-contract days for faculty, concurrent law enforcement activity, or the need for language assistance or accommodation of disabilities. Both parties will receive regular updates regarding the status of the complaint.

For more information on Student Sex Discrimination and Sexual Harassment policies and procedures: <https://mcckc.edu/civil-rights/index.aspx>

## Employee Disciplinary Action

### For Employees - Allegations Involving Alleged Sex Discrimination and Sexual Harassment

Allegations related to conduct involving alleged sex discrimination and sexual harassment, including dating violence, domestic violence, stalking, or sexual assault, can be processed through the formal complaint process. An informal process may also be used, except to resolve allegations that an employee has sexually harassed a student. Employees who believe they have been discriminated against or harassed may file a complaint with the Title IX Coordinator. An employee who files a complaint will be given a copy of this policy and procedure in its entirety.

**Informal Process:** The purpose of the informal process is to review the complaint and constructively resolve the issue to come to a mutually acceptable agreement. If both parties voluntarily agree in writing to cooperate, the Title IX Coordinator or designee will facilitate and monitor the conversation. The conversations can take place through in-person, through online, telephone conferencing, or email. Within three (3) calendar days, Title IX Coordinator or designee will notify the complainant and respondent in writing that the informal process has been initiated – both parties will have the opportunity to provide any relevant information. The informal process may result in solutions such as asking the respondent to modify or stop the behavior, separating the complainant and respondent, and/or reaching a mutually acceptable agreement. However, this informal process will not result in formal disciplinary action against the respondent without a formal process. After a remedy is reached, Title IX Coordinator or designee will notify both parties in writing of the agreement. Title IX Coordinator will monitor the remedy and may inform other appropriate administrators (e.g., supervisors, Human Resources, Department Chairs, Police Department) to assist with monitoring. If informal efforts are unsuccessful, the formal resolution process may be initiated. Either party has the right to end the informal process and begin the formal process at any time. The informal process will not be used to resolve allegations that an employee sexually harassed a student.

**Formal Process:** The purpose of the formal resolution process is to formally investigate reports and/or claims of Sex Discrimination or Sexual Harassment and to address inquiries and coordinate the College's compliance efforts regarding such instances. The formal resolution process may result in formal disciplinary action against the respondent after thorough investigation. If the complainant wishes

to pursue a formal resolution, and the request is provided in writing, or if the College, based on the alleged policy violation, wants to pursue a formal resolution on the complainant's behalf, then the Title IX Coordinator or designee will appoint a trained investigator(s) to conduct the initial assessment. Within three (3) calendar days of determining that a formal process should proceed, the parties will be notified in writing. The investigation will entail interviews with all relevant parties, witnesses, and procurement of evidence. Any formal investigation or hearing will be conducted using a preponderance of evidence standard.

The following process will be implemented:

- The Title IX Coordinator or designee will review the report or complaint to determine the identity of the complainant and contact the complainant to discuss the incident and inform them of available resources and share rights and options (internal and external), and initiate any supportive measures, in coordination with campus partners.
- The Title IX Coordinator or designee will assign a trained investigator(s) to complete an initial assessment. In conjunction with the findings, the Title IX Coordinator will determine whether the formal resolution process should be used or the complaint will be dismissed. If there is a reason to pursue, the formal resolution will proceed. If there is no cause to pursue, the formal complaint will be dismissed or referred to the appropriate administrator and/or department for review (e.g., Human Resource Department)
- When it is determined whether a formal resolution process is warranted or not, both parties will be notified in writing within three (3) calendar days of that decision. The assigned investigator(s) will proceed with the investigation completing the investigative report, fairly, summarizing all relevant evidence, and providing it to the Associate Vice Chancellor of Human Resource/Chief Human Resource Officer (CHRO) or designee. Ten (10) calendar days prior to completing the draft report and providing to the CHRO, the investigator will send the report to both parties and their respective advisors for review and written response. All evidence related to the allegation(s) will be included and disseminated.
- The CHRO or designee will facilitate the live hearing, as appropriate, including cross-examination of both parties by each party's advisor. The CHRO will provide the report to both parties, ten (10) days prior to the hearing, for review and comment. All hearings will be recorded, an audio, audiovisual, or transcript will be provided to both parties for inspection and review.
- Within seven (7) calendar days of the hearing, the CHRO or designee will provide the written determination, to both parties.
- Within five (5) calendar days of receipt of the determination by the CHRO, either the complainant or respondent may appeal the determination in writing to the Chancellor. The acceptable basis for an appeal is limited to the following:
  - The appearance of new evidence, unavailable or dismissed during the original hearing or investigation, could substantially impact the outcome of the matter. A summary of this new evidence and its potential impact must be included.
  - A procedural irregularity occurred that impacted the outcome of the (i.e., material deviation from established procedures).
  - The Title IX Coordinator, investigator, or decision-maker had a conflict of interest or bias that affected the outcome of the matter.
- Within (10) ten calendar days of receipt of appeal request, the Chancellor or designee will review the report, investigation materials, and determination. The determination will be communicated to both parties in writing.
- The Chancellor's or designee's decision is final; no further appeal is available.

The determination regarding responsibility becomes final either on the date both parties are provided a written decision of the result of the appeal if an appeal is filed, or if an appeal is not filed, the date on which the appeal has expired.

Pre-Hearing and Hearings: The pre-hearing will take place no sooner than 10 (ten) after receipt of the investigation report from the hearing facilitator, the Associate Vice Chancellor of Human Resource/Chief Human Resource Officer (CHRO) or designee, the hearing facilitator may appoint a Chair to assist with the hearing proceedings. The pre-hearing will allow each party and their respective advisor to discuss and review hearing procedures, provide relevant questions to be asked in the hearing for review, and learn expectations of all involved parties. Hearings will be conducted live directly, orally, and in real-time and cross-examination will be facilitated by each party's advisor. Parties are not allowed to engage in cross-examination themselves. All questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the complainant's prior sexual behavior are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent. The decision-maker will not be able to rely on/include an absent party's statement or present party's statement that is refusing to answer cross examination or other questions or draw an inference about the determination regarding responsibility. This includes any party or witness that is not present or refuses to answer questions asked by the decision maker, for the hearing and cross-examination. A hearing can take place virtually and/or in-person. All hearings will be recorded (audio, audiovisual, or transcript) and provided to both parties for inspection and review.

Timeline: Complaints generally will be resolved within seventy (70) calendar days of the filing of the complaint. Where there is a need to extend this timeframe, for good cause, the parties will be notified of any delays and provided an explanation for the delay. Causes for delay include but are not limited to: schedule and availability of witnesses, holidays, semester breaks, non-contract days for faculty, concurrent law enforcement activity, or the need for language assistance or accommodation of disabilities. Both parties will receive regular updates regarding the status of the complaint.

For more information on Employee Sex Discrimination and Sexual Harassment policies and procedures: <https://mcckc.edu/civil-rights/index.aspx>.

## Rights of Parties in an Institutional Proceeding

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

1. A prompt, fair and impartial process from the initial investigation to the final result.

A prompt, fair and impartial process is one that is:

- Completed within reasonably prompt timeframes designated by the institution's policy, including a process that allows for the extension of timeframes for good cause, with written notice to the accuser and the accused of the delay and the reason for the delay.
  - Conducted in a manner that:
    - Is consistent with the institution's policies and transparent to the accuser and the accused.
    - Includes timely notice of meetings at which the accuser or accused, or both, may be present; and
    - Provides timely access to the accuser, the accused and appropriate officials to any information that will be used during informal and formal disciplinary meetings and hearings.
  - Conducted by officials who do not have a conflict of interest or bias for or against the accuser or the accused.
2. Proceedings conducted by officials who, at a minimum, receive annual training on the issues related to dating violence, domestic violence, sexual assault, and stalking and on how to

conduct an investigation and hearing process that protects the safety of victims and promotes accountability.

- Such training addresses topics such as the definition of sexual harassment; the scope of the College’s education programs and activities; how to conduct investigations, hearings, and appeals and informal resolutions (as applicable); relevant evidence and how it should be used during a proceeding; proper techniques for questioning witnesses; basic procedural rules for conducting a proceeding; and avoiding actual and perceived conflicts of interest.
  - MCC officials involved in these proceedings receive the following mandatory training:
    - Administrator Title IX Training (Biannual): All individuals who conduct investigations, conduct proceedings, are involved in the hearing or appeal process are required to attend a mandatory full-day training. This is an intensive, hands-on training with group activities and exercises. In top of other duties how to fully process and resolve a sexual harassment complaint, conduct interviews, gather, assess, and analyze evidence. It also provides those with decision-making responsibilities the ability to recognize and overcome bias, understand the scope of their role, apply a policy with analytical precision, and be sure that their determination is reliably based on the evidence.
3. The same opportunities to have others present during any institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice. The institution may not limit the choice of advisor but may establish limits regarding the extent to which that advisor may participate in the proceeding, as long as those limits apply equally to both parties.
  4. Have the outcome determined using the preponderance of the evidence standard.
  5. Simultaneous, written notification of the results of the proceeding, any procedures for either party to appeal the result, any change to the result, and when the result becomes final. For this purpose, “result” means “any initial, interim and final decision by an official or entity authorized to resolve disciplinary matters” and must include the rationale for reaching the result and any sanctions imposed.

## Additional Procedures for Disciplinary Action

If the above policy and procedure does not apply, the below policies and procedures may apply to allegations of dating violence, domestic violence, sexual assault, and stalking that fall outside of the scope of the Sexual Harassment Policy and procedure.

## Student Disciplinary Action

### For Students - Allegations Involving Alleged Sexual Harassment

Complaints of sexual harassment may be through the applicable policies and procedures to include the formal processes as described below.

**Informal Process:** The purpose of the informal process is to review the complaint and constructively resolve the issue to come to a mutually acceptable agreement. If both parties voluntarily agree in writing to cooperate, OCR or designee will facilitate and monitor the conversation. The conversations can take place in-person, through online, telephone conferencing, or email. If the complainant requests to pursue an informal process investigation into the complaint, within three (3) calendar days, OCR or designee will notify the complainant and respondent in writing that the informal process has been initiated – both parties will have the opportunity to provide any relevant information.

The informal process may result in solutions such as asking the respondent to modify or stop the behavior, separating the complainant and respondent, or reaching a mutually acceptable agreement. However, this informal will not result in formal disciplinary action against the respondent without a formal

process. After a remedy is reached, OCR or designee will notify both parties in writing of the agreement. OCR or designee will monitor the remedy and may inform other appropriate administrators (e.g., supervisors, Human Resources, Department Chairs, Police Department) to assist with monitoring.

If informal efforts are unsuccessful, the formal resolution process may be initiated. Either party has the right to end the informal process and begin the formal process at any time.

**Formal Process:** The purpose of the formal resolution process is to formally investigate reports and claims of discrimination, harassment, and retaliation to address inquiries and coordinate the college's compliance efforts regarding such instances. The formal resolution process may result in formal disciplinary action against the respondent after thorough investigation using the preponderance of evidence standard.

If the complainant wishes to pursue a formal investigation, and provides the request in writing, OCR or designee will appoint a trained investigator(s) to conduct the preliminary investigation. Within three (3) calendar days of determining that a formal process should proceed, the parties will be notified in writing. All investigations will be prompt, adequate, reliable, and impartial. The investigation will entail interviews with all relevant parties, witnesses, and procurement of evidence.

The following process will be implemented:

- OCR or designee will review the report or complaint to determine the identity of the complainant (if not self-reported); contact the complainant to discuss the incident and inform them of available resources and share rights and options (internal and external). Initiate any necessary interim supports and remedies, in coordination with campus partners.
- Both parties will be notified in writing within three (3) calendar days of that decision and provided a detailed statement of the complaint. The assigned investigator(s) will proceed with the investigation, completing the investigative report fairly, summarizing all relevant evidence, to the Associate Vice Chancellor of Human Resources/Chief Human Resource Officer (CHRO) or designee.
- The CHRO or designee will review and render a decision in writing to both parties, also providing the investigative report. Both parties have the right to provide comments on the investigative report.
- Within five (5) calendar days of receipt of the decision of the CHRO or designee, either the complainant or respondent may appeal the determination in writing to the President. Acceptable basis for an appeal is limited to the following conditions:
  - The appearance of new evidence, unavailable or dismissed during the original hearing or investigation that could substantially impact the outcome of the matter. A summary of this new evidence and its potential impact must be included;
  - A procedural irregularity occurred that impacted the outcome of the (i.e., material deviation from established procedures);
  - The OCR representative, investigator, or decision-maker had a conflict of interest or bias that affected the outcome of the matter.
- Within ten (10) calendar days of receipt of the appeal request, the President or designee will review the report, investigation materials, and determination. The President will determine the outcome and communicate to both parties in writing.
- The President's or designee's decisions are final, and no further appeal is available.
- The determination regarding responsibility becomes final either on the date both parties are provided a written decision of the result of the appeal if an appeal is filed, or if an appeal is not filed, the date on which the appeal has expired.

**Timelines:** Complaints generally will be resolved within seventy (70) calendar days of the filing of the complaint. In some cases, there may be a need to extend this timeframe; the parties will be notified of any delays with explanation, including but not limited to the schedule and availability of witnesses,

holidays, semester breaks, and noncontract days for faculty. Both parties will receive regular updates regarding the status of the complaint.

Policy Violations: Consequences for violating this policy vary based on the facts and circumstances of each situation. In determining the severity of sanctions or corrective actions, factors such as the frequency and severity of the offense and any history of past discriminatory, harassing, or retaliatory conduct are relevant. Corrective actions or discipline may include but are not limited to:

- Required Training or Education
- Warning – Written or Verbal
- Suspension
- Expulsion
- Organizational Sanctions

For more information on Non-Discrimination and Harassment Student policies and procedures:

[https://mcckc.edu/legal/docs/student-personnel/7.30030\\_BP\\_Non-Discrimination\\_Harassment\\_Student.pdf](https://mcckc.edu/legal/docs/student-personnel/7.30030_BP_Non-Discrimination_Harassment_Student.pdf)

[https://mcckc.edu/legal/docs/student-personnel/7.30030\\_DP\\_Non-Discrimination\\_Harassment\\_Student.pdf](https://mcckc.edu/legal/docs/student-personnel/7.30030_DP_Non-Discrimination_Harassment_Student.pdf)

### **For Students - Allegations Involving Alleged Sexual Harassment or Sexual Offenses or Sexual Violence**

If the allegations relate to conduct involving alleged sexual harassment or sexual violence including dating violence, domestic violence, stalking or sexual assault the following additional procedures apply:

- The college will protect the confidentiality of the victim (complainant) but will share information where necessary to provide accommodations or protective measures. Protective measures may include one or more of the sanctions listed in Section IV.
- The complainant will be informed in writing if the dean determines that no grounds or insufficient grounds exist to believe that a violation occurred and dismisses the allegations.
- The complainant will be informed in writing if a hearing is scheduled for the student against whom the allegations have been made and that he or she may attend the hearing. Upon request, the complainant will be provided with a copy of the written notice of the complaint sent to the student.
- The complainant and student will be informed that he or she may have other support person(s) and/or an attorney present at the hearing, but these persons will be observers only and cannot participate. Both must inform the dean at least two (2) business days prior to the hearing if any support persons or an attorney will be present.
- If the complainant believes that there are witnesses in addition to those listed in the tentative list of potential witnesses provided to the student who should testify at the hearing, he or she must notify the dean in writing of the identity of those witnesses and the expected nature of their testimony. The complainant may request to review copies of all written evidence that the dean has which may be presented at the hearing. If the complainant has additional written evidence that he or she desires to be presented at the hearing, he or she must provide copies to the dean. Any notice regarding witnesses or copies of written evidence must be provided to the dean at least five (5) business days prior to the scheduled date of the hearing. The dean will decide prior to the hearing whether to present the additional witnesses or written evidence suggested by the complainant and inform the complainant of the decision as soon as possible prior to the start of the hearing.
- If the complainant is a witness at the hearing, the student will not be permitted to directly question or cross-examine the complainant. If the student wants to present questions to the complainant, he or she must write the questions down and ask the chair of the hearing panel to ask them. The decision of whether to ask these questions shall be made by the chair.

- Proceedings will be completed within ten (10) business days after the scheduled hearing date. If an extension is required to complete the proceedings for good cause written notice will be provided to the complainant and student with a reason for the delay.
- The complainant will be sent a copy of the written decision of the hearing panel including the result stating both the sanctions and rationale for the result.
- Any access, notice or other opportunities provided to the complainant under this section will be available to any legally identified survivors.
- The access of the student and the complainant to information about the other may be limited by the Family Educational Rights and Privacy Act (FERPA), or other laws relating to confidentiality or privacy, and in some cases, these procedures may be adjusted to comply with such laws.

**Deliberations:** Deliberations of the committee will be closed. The evidence presented supporting the alleged violation must more likely than not to be true, meaning there is a preponderance of the evidence that the allegation is true.

**Recommendation:** Within five (5) business days of the conclusion of the hearing, the written recommendation of the committee will be furnished to the dean who will deliver, by U.S. mail, and student e-mail a copy to the student. The complainant and the president will also receive these materials. Within five (5) business days, the president will review the recommendation and choose one of the following:

- Affirm the recommendation.
- Affirm the findings and reduce, but not eliminate, the disciplinary action.
- Remand the case to the hearing committee for rehearing if errors in procedure or interpretation of board policy or regulation were so substantial as to effectively deny the student a fair hearing, or if new and significant evidence became available which could not have been discovered by a properly diligent student before or during the original hearing.

**Appeal: Grounds for Appeal.** The student or complainant may appeal the decision of the president to the chancellor for the following reasons:

- Failure to follow proper procedure.
- New evidence that could not have reasonably been discovered at the time the matter was originally considered has been discovered.
- The weight of the evidence does not support the sanction imposed

**Notice of Appeal:** Within ten (10) business days of receipt of the decision of the president, the party desiring to appeal will notify the chancellor and the other party in writing. If an appeal is not filed, the decision of the president is final.

**Appeal Statement:** Within ten (10) business days after the written notice of appeal, the appealing party will submit a statement stating the basis for the appeal. This statement may be included in the notification to the chancellor. If the statement is not submitted within the allotted time, the president's decision is final.

**Chancellor's Review:** Within five (5) business days, the chancellor will review the record and the written statements, and choose one of the following:

- Affirm the recommendation of the hearing committee or the president.
- Affirm the findings of the hearing committee or the president and reduce, but not eliminate, the disciplinary actions.
- Remand the case to the hearing committee for rehearing if errors in procedure or interpretation of board policy or regulation were so substantial as to effectively deny the student a fair hearing, or if new and significant evidence became available which could not have been discovered by a properly diligent student before or during the original hearing.

- Dismiss the case.

If the allegations relate to conduct involving alleged sexual harassment or sexual violence including dating violence, domestic violence, stalking or sexual assault, the complainant will be informed in writing. If the student appeals, they have the opportunity to provide a written statement setting forth why the student believes the decision should be upheld and that he or she may appeal the decision in accordance with the same time period and process as the student.

For more information on Student Code of Conduct policies and procedures:

[https://mcckc.edu/legal/docs/student-personnel/7.35010\\_BP\\_Code\\_Student\\_Conduct.pdf](https://mcckc.edu/legal/docs/student-personnel/7.35010_BP_Code_Student_Conduct.pdf)

[https://mcckc.edu/legal/docs/student-personnel/7.35010\\_DP\\_Code\\_Student\\_Conduct.pdf](https://mcckc.edu/legal/docs/student-personnel/7.35010_DP_Code_Student_Conduct.pdf)

## Employee Disciplinary Action

### For Employees - Allegations Involving Alleged Sexual Harassment

Complaints of sexual harassment may be through the applicable policies and procedures to include the formal processes as described below.

**Informal Process:** The purpose of the informal process is to review the complaint and constructively resolve the issue to come to a mutually acceptable agreement. If both parties voluntarily agree in writing to cooperate, OCR or designee will facilitate and monitor the conversation. The conversations can take place in-person, through online, telephone conferencing, or email. If the complainant requests to pursue an informal process investigation into the complaint, within three (3) calendar days, OCR or designee will notify the complainant and respondent in writing that the informal process has been initiated – both parties will have the opportunity to provide any relevant information.

The informal process may result in solutions such as asking the respondent to modify or stop the behavior, separating the complainant and respondent, or reaching a mutually acceptable agreement. However, this informal will not result in formal disciplinary action against the respondent without a formal process. After a remedy is reached, OCR or designee will notify both parties in writing of the agreement. OCR or designee will monitor the remedy and may inform other appropriate administrators (e.g., supervisors, Human Resources, Department Chairs, Police Department) to assist with monitoring. If informal efforts are unsuccessful, the formal resolution process may be initiated. Either party has the right to end the informal process and begin the formal process at any time.

**Formal Process:** The purpose of the formal resolution process is to formally investigate reports and claims of discrimination, harassment, and retaliation to address inquiries and coordinate the college's compliance efforts regarding such instances. The formal resolution process may result in formal disciplinary action against the respondent after thorough investigation using the preponderance of evidence standard. If the complainant wishes to pursue a formal investigation, and provides the request in writing, OCR or designee will appoint a trained investigator(s) to conduct the preliminary investigation. Within three (3) calendar days of determining that a formal process should proceed, the parties will be notified in writing. All investigations will be prompt, adequate, reliable, and impartial. The investigation will entail interviews with all relevant parties, witnesses, and procurement of evidence.

The following process will be implemented:

- OCR or designee will review the report or complaint to determine the identity of the complainant (if not self-reported); contact the complainant to discuss the incident and inform them of available resources and share rights and options (internal and external). Initiate any necessary interim support and remedies, in coordination with Human Resources.
- Both parties will be notified in writing within three (3) calendar days of that decision and provided a detailed statement of the complaint. The assigned investigator(s) will proceed with the investigation, completing the investigative report fairly, summarizing all relevant evidence, to the

Associate Vice Chancellor of Human Resources/Chief Human Resource Officer (CHRO) or designee.

- The CHRO or designee will review and render a decision in writing to both parties, also providing the investigative report. Both parties have the right to provide comments on the investigative report.
- Within five (5) calendar days of receipt of the decision of the CHRO or designee, either the complainant or respondent may appeal the determination in writing to the Chancellor. Acceptable basis for an appeal is limited to the following conditions:
  - The appearance of new evidence, unavailable or dismissed during the original hearing or investigation, could substantially impact the outcome of the matter. A summary of this new evidence and its potential impact must be included.
  - A procedural irregularity occurred that impacted the outcome of the (i.e., material deviation from established procedures).
  - The OCR representative, investigator, or decision-maker had a conflict of interest or bias that affected the outcome of the matter.
  - Within ten (10) calendar days of receipt of the appeal request, the Chancellor or designee will review the report, investigation materials, and determination. The Chancellor will determine the outcome and communicate to both parties in writing.
- The Chancellor's or designee's decisions are final, and no further appeal is available.

The determination regarding responsibility becomes final either on the date both parties are provided a written decision of the result of the appeal if an appeal is filed, or if an appeal is not filed, the date on which the appeal has expired.

Timelines: Complaints generally will be resolved within seventy (70) calendar days of the filing of the complaint. In some cases, there may be a need to extend this timeframe; the parties will be notified of any delays with explanation, including but not limited to the schedule and availability of witnesses, holidays, semester breaks, and non-contract days for faculty. Both parties will receive regular updates regarding the status of the complaint.

Policy Violations: Consequences for violating this policy vary based on the facts and circumstances of each situation. In determining the severity of sanctions or corrective actions, factors such as the frequency and severity of the offense and any history of past discriminatory, harassing, or retaliatory conduct are relevant. Corrective actions or discipline may include but are not limited to:

- Required Training or Education
- Warning – Written or Verbal
- Performance Improvement Plan (PIP)
- Administrative Leave
- Termination

For more information on Non-Discrimination and Harassment Employee policies and procedures:

[https://mccck.edu/legal/docs/hr-personnel/3.30010\\_BP\\_Non-discrimination\\_and\\_Harrassment\\_Employee.pdf](https://mccck.edu/legal/docs/hr-personnel/3.30010_BP_Non-discrimination_and_Harrassment_Employee.pdf)

[https://mccck.edu/legal/docs/hr-personnel/3.30010\\_DP\\_Non-discrimination\\_and\\_Harrassment\\_Employee.pdf](https://mccck.edu/legal/docs/hr-personnel/3.30010_DP_Non-discrimination_and_Harrassment_Employee.pdf)

### **For Employees - Allegations Involving Workplace Violence**

Prohibited Conduct: MCC does not tolerate any type of workplace violence committed by or against employees or third-party contractors or vendors. Employees or third-party contractors or vendors are prohibited from making threats or engaging in violent activities. This list of behaviors, while not inclusive, are examples of prohibited conduct:

- Inflicting physical injury to another person;
- Making threatening remarks to employees or students;
- Aggressive, hostile, or menacing behavior that creates a reasonable fear of injury to another person or subjects another individual to emotional distress using the reasonable person standard;
- Intentionally damaging employer property or property of another employee;
- Possession of a dangerous weapon

Consequences: Employees determined to have violated this policy are subject to MCC's Progressive Discipline Procedure, Administrative Leave and/or termination of employment. Any act of an unlawful nature will be referred to the local authorities. Other action taken against violators may include mediation, referral to MCC's Employee Assistance Program, or other remediation as determined by Human Resources and/or College Police in collaboration with the employee's supervisor and College Leadership. Depending on the circumstances, College leadership may request College Police or other law enforcement to remove from the premises any employee or third-party contractors or vendors who make threats, exhibit threatening behavior, harass others, attempt to intimidate employees, or intentionally damage property.

For more information on MCC Standards of Conduct Policy:

[https://mcckc.edu/legal/docs/hr-personnel/3.50020\\_BP\\_Standards\\_of\\_Conduct.pdf](https://mcckc.edu/legal/docs/hr-personnel/3.50020_BP_Standards_of_Conduct.pdf)

For more information on Progressive Discipline:

[https://mcckc.edu/legal/docs/hr-personnel/3.40065\\_DP\\_Progressive\\_Discipline.pdf](https://mcckc.edu/legal/docs/hr-personnel/3.40065_DP_Progressive_Discipline.pdf)

For more information on Termination of Employment:

[https://mcckc.edu/legal/docs/hr-personnel/3.40060\\_BP\\_Termination\\_of\\_Employment.pdf](https://mcckc.edu/legal/docs/hr-personnel/3.40060_BP_Termination_of_Employment.pdf)

[https://mcckc.edu/legal/docs/hr-personnel/3.40040\\_BP\\_Dismissal\\_of\\_Faculty.pdf](https://mcckc.edu/legal/docs/hr-personnel/3.40040_BP_Dismissal_of_Faculty.pdf)

[https://mcckc.edu/legal/docs/hr-personnel/3.40040\\_DP\\_Dismissal\\_of\\_Faculty.pdf](https://mcckc.edu/legal/docs/hr-personnel/3.40040_DP_Dismissal_of_Faculty.pdf)

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

Following a final determination in the College's disciplinary proceeding that one of the above offenses has been committed, the College may impose a sanction taking into consideration any mitigating and aggravating circumstances involved. They include assessment of financial penalties, suspension, expulsion, probation, or termination/expulsion.

### Student Sanctions

**Restitution:** Restitution necessitates compensation for loss, damage, or injury and can take the form of service and or monetary/material replacement.

**Educational Sanctions:** Educational Sanctions are the broadest category of sanctions used by MCC. Educational Sanctions typically include one or more of the following: work assignments, community service, behavioral contract, administrative referral, and other related educational assignments.

**Formal Warning:** Formal Warnings emphasize to the student that further violations would result in progressive sanctioning. A student receiving a Formal Warning shall continue to exercise the rights and privileges of a student in good standing.

**Conduct Probation:** Conduct Probation serves as a warning to students that they are not in good standing with MCC. Further violations of the Code of Conduct could result in suspension or dismissal.

Facility Suspension: The student no longer has the privilege of entering or using a particular facility or building or college property for a specified period of time or until a specific condition is met.

Facility Expulsion: Facility Expulsion entails the permanent loss of privileges to use a building or facility or college property for an unlimited period of time.

Loss of Privileges: Loss of Privileges entails denial of specified privileges for a designated period of time.

Barring from Class, Activity or Contact: The student is barred from attending a particular class, activity or from contact with specific students or employees.

Suspension: Suspension entails the termination of a student's enrollment for a particular period of time, or until specific conditions are met. Suspended students may not be present on college property or at college-sponsored events. If a suspension is imposed on a student, it may be for part of a semester, a full semester, or an entire academic year. Following a suspension, the individual will be required to meet with the Title IX Coordinator and/or Dean of Students to discuss re-entry and expectations going forward.

Expulsion: Expulsion entails the termination of a student's enrollment with MCC. Expelled students are prohibited from being present on college property, or at college-sponsored events.

All sanction requirements must be documented, completed, and provided to the Title IX Coordinator for safekeeping. Failure to complete a required sanction is a serious offense. It is considered an additional violation of the Code of Conduct and will usually result in more serious sanctions being imposed. Students failing to complete sanctions by the required deadlines may be suspended or expelled from the college.

Within two (2) weeks of a student's failure to complete a sanction, a HOLD will be placed on the student's records, and any pre-registration that the student might have already conducted. Thus, it is very important for the student to complete sanctions on time and avoid a HOLD being placed on their academic records or registration. A HOLD on a student's admission, registration, transcript access or financial aid is not an independent penalty but may be utilized by the college as a means to either direct a student's attention to subsequent participation in a pending disciplinary proceeding or obtain the student's compliance with a sanction which has been imposed, or other action which has been taken, under the Code of Student Conduct.

## Employee Sanctions

Employees found to be in violation will be subject to the full range of discipline up to and including informal verbal warning, formal verbal warning, corrective action, formal written warning, final written warning, suspension, temporary demotion, decision making leave day, termination of employment, removal from grounds, facility expulsion, no-contact order, restitution, behavioral contract, paid and/or unpaid leave, loss of privileges, performance improvement plan, required training or education. Following a suspension, the individual will be required to meet with the Title IX Coordinator and/or Director of Human Resources to discuss re-entry and expectations going forward.

## Protective Measures

The College can provide a range of protective measures to victims of these offenses. They include but are not limited to the following: no contact orders or banning from college property or participation in college sponsored events, remedial steps may include counseling for the complainant, work or other arrangements for the complainant, separation of the parties, and training for the respondent and other persons.

## Publicly Available Recordkeeping

The College will complete any publicly available recordkeeping, including Clery Act reporting and disclosures, without the inclusion of personally identifiable information about victims of dating violence, domestic violence, sexual assault, and stalking who make reports of such to the College to the extent permitted by law.

## Victims to Receive Written Notification of Rights

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

## Sex Offender Registration Program

The Campus Sex Crimes Prevention Act of 2000 requires institutions of higher education to advise members of the campus community where they can obtain information provided by the state concerning registered sex offenders. It also requires sex offenders to notify the state of each institution of higher education in the state at which they are employed or enrolled or carrying on a vocation. The state is then required to notify the College of any such information it receives. Anyone interested in determining whether such persons are on this campus may do so by contacting the MCC Campus Police at (816)604-1111. State registry of sex offender information may be accessed at the following link:

<http://www.mshp.dps.mo.gov/MSHPWeb/PatrolDivisions/CRID/SOR/SORPage.html>

# Timely Warnings and Emergency Response

## Timely Warnings

In the event of criminal activity occurring either on campus or off campus that in the judgment of the Chief of Police or designee constitutes a serious or continuing threat to members of the campus community, a campus-wide “timely warning” will be issued. Examples of such situations may include a sexual assault or a series of motor vehicle thefts in the area that merit a warning because they present a continuing threat to the campus community. Warnings will be communicated to students and employees via one or more of the methods discussed later in this section. Updates to the warnings will be provided as appropriate.

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

- MCC Campus Police, (816) 604-1200
- Civil Rights Administrator/Title IX Coordinator; 3200 Broadway, (816) 604-1353
- Dean of Student Development & Enrollment (Blue River), 20301 E. 78 Highway Independence, MO 64057-2053; (816) 604-6620
- Dean of Student Development & Enrollment (Longview), 500 SW Longview Road Lee’s Summit, MO 64081-2105; (816) 604-2326
- Dean of Student Development & Enrollment (Maple Woods), 2601 NE Barry Road Kansas City, MO 64156-1254; (816) 604-3175
- Dean of Student Development & Enrollment (Penn Valley), 3201 Southwest Trafficway Kansas City, MO 64111-2727; (816) 604-4134
- Dean of CTE & Site Administrator (Advanced Technical Skills Institute – Penn Valley at 2944 Troost Avenue, Kansas City, MO 64109; (816) 604-5281

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

## Emergency Response

MCC’s Emergency Management Plan establishes policies, procedures and organizational structure for response to emergencies that are of sufficient magnitude to cause a significant disruption of the functioning of all or portions of MCC. This plan describes the roles and responsibilities of departments, units and personnel during emergency situations. The basic emergency procedures are designed to protect lives and property through effective use of MCC and community resources. Since an emergency may be sudden and without warning, these procedures are designed to be flexible in order to accommodate contingencies of various types and magnitudes. The Emergency Management Plan addresses each type of emergency on an individual basis, providing guidelines for the containment of the incident to include an Emergency Operations Plan.

MCC’s Emergency Notification protocol provides for the issuance of an Emergency Alert to the MCC Community if a significant emergency or dangerous situation has arisen and it has been confirmed by campus officials with local law enforcement authorities, governmental authorities, and/or by other methods deemed valid, that the same involves an immediate, impending, or imminent threat to the health or safety of the MCC Community, either on or off campus. In such an event, an Emergency Alert will be immediately disseminated to the MCC Community.

Examples of significant emergencies or dangerous situations that could pose an immediate threat and warrant implementation of the Emergency Response Plan include the following: extreme weather conditions such as an approaching tornado, earthquake, gas leak, terrorist incident, armed intruder,

bomb threat, civil unrest or rioting, explosion, nearby chemical or hazardous waste spill, or outbreak of meningitis, norovirus, or other serious illness. MCC may also elect to issue an Emergency Alert in the event of a power outage, snow closure, or minor crimes. The College has communicated with local police requesting their cooperation in informing the College about situations reported to them that may warrant an emergency response.

Students, staff and visitors are encouraged to notify the Campus Police at (816) 604-1200 of any emergency or potentially dangerous situations.

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

The Chief of Police, or their designee will direct the issuance of emergency notifications, which will be accomplished using one or more of methods discussed later in this section, depending on the nature of the threat and the segment of the campus community being threatened. In an extreme emergency, the Emergency Alert issuance may be implemented at the sole direction of the Chief of Police.

Once the emergency is confirmed and based on its nature, the Chancellor or Chief of Police, or their designee, will consult with other appropriate College officials to determine the appropriate segment or segments of the College community to be notified. The Chancellor and the Chief of Police, or their designee, in collaboration with other appropriate personnel, will determine who should be notified, and will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

The primary responsibility for monitoring emergency threats and events resides with the MCC Police Chief or designee. Upon verification that an emergency or dangerous condition exists that is an immediate threat to the health and safety of employees and students, confirmation of the existence of the emergency will be done by receiving information from and coordinating with a variety of official and public sources, such as:

- National Warning System
- National Weather Service (NWS)
- Emergency Broadcast System (EBS)
- State Patrol/Police
- Local Police, Fire and Emergency Medical Services
- Emergency Telephone Calls

The MCC Campus Police will direct the issuance of emergency notifications, which will be accomplished using one or more of methods discussed later in this section, depending on the nature of the threat and the segment of the campus community being threatened. At the direction of Chancellor, or designee, the College's Chief of Police, or designee, will contact local law enforcement of the emergency if they are not already aware of it and local media outlets in order that the larger community outside the campus will be aware of the emergency.

If there is a potential that the significant emergency or dangerous situation may have an effect on the community outside MCC, the Chief of Police, Chancellor, and MCC's Communications personnel, if appropriate, will determine if it is necessary to disseminate the Emergency Alert to the community outside MCC, determine the content of such Emergency Alert, determine the communication

dissemination methods to be utilized, and cause the issuance of the Emergency Alert without delay. The Emergency Alert will be disseminated to the community outside MCC via various communication methods which may include press releases, radio alerts, television alerts, and/or other methods as may be deemed appropriate.

After the initial Emergency Alert, the MCC communications department, after consultation with the Chief of Police and the Chancellor, will initiate a communication chain of command, which will include the appointment of an individual responsible for issuing the Emergency Alert update messages, if necessary, and a media communications spokesperson. Emergency Alert updates, if appropriate, will be issued in twenty (20) minute intervals until the situation is resolved.

In the event local police authorities issue a news release or other alert about a significant emergency or dangerous situation that has arisen which could involve an immediate threat to the health or safety of the MCC Community, the Chief of Police and the Chancellor will determine if an Emergency Alert will be issued as described above.

## Methods for Issuing Timely Warnings and Emergency Notifications

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

Method	Sign-Up Instructions
Text messages	Emergency Alerts will be sent directly to the mobile phones of those employees and students who have registered with the emergency text service. Employees and students are encouraged to register for this service. For sign up information, see <a href="https://www.getrave.com/login/mcckc">https://www.getrave.com/login/mcckc</a>
Email messages	No sign up required
Computer messages	No sign up required
Posts to the MCC website in multiple areas (MCC Newsroom, MCC Students Online, MCC Insider, Blackboard, and myMCCKC Portal)	No sign up required
MCC's Facebook pages (campus, location, or departmental)	Follow Facebook instructions to join
X (Formerly known as Twitter)	Follow X (Twitter) instructions to follow
Police Sirens/Public Address Systems	No sign up required

## Testing & Documentation

The College tests its emergency response and evacuation procedures at least once a year. The tests may be announced or unannounced. Also, at various times the Emergency Management Team will meet to train and test and evaluate the College's emergency operations plan.

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

# Crime Statistics

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

**MCC-Blue River, 20301 East 78 Highway, Independence, MO 64057**

Crime	On Campus			Non-Campus			Public Property		
	2023	2022	2021	2023	2022	2021	2023	2022	2021
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Rape	0	0	1	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	1	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Arrest - Liquor Law Violation	0	0	0	0	0	0	0	0	0
Arrest - Drug Abuse Violation	0	0	0	0	0	0	0	0	0
Arrest - Weapon Violation	0	0	0	0	0	0	0	0	0
Disciplinary Referral - Liquor Law Violation	0	0	0	0	0	0	0	0	0
Disciplinary Referral - Drug Abuse Violation	0	0	0	0	0	0	0	0	0
Disciplinary Referral - Weapon Violation	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0

\* The College does not have on-campus student housing facilities.

## Hate crimes:

2023: No hate crimes reported.  
 2022: No hate crimes reported.  
 2021: No hate crimes reported.

## Crimes unfounded by the College:

2023: 0 unfounded crimes.  
 2022: 0 unfounded crimes.  
 2021: 0 unfounded crimes.

**Statistics for unfounded crimes provided by law enforcement agencies:**

2023: 0 unfounded crimes.  
 2022: 0 unfounded crimes.  
 2021: 0 unfounded crimes.

**Data from law enforcement agencies:**

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

**MCC-Longview, 500 SW Longview Road, Lee's Summit, MO 64081**

Crime	On Campus			Non-Campus			Public Property		
	2023	2022	2021	2023	2022	2021	2023	2022	2021
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	1	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	2
Burglary	0	0	0	0	0	0	0	0	1
Robbery	0	0	0	0	0	0	0	0	1
Motor Vehicle Theft	0	1	0	2	0	1	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Arrest - Liquor Law Violation	0	0	0	0	0	0	0	0	0
Arrest - Drug Abuse Violation	0	0	0	0	0	0	0	0	0
Arrest - Weapon Violation	0	0	0	0	0	0	0	0	0
Disciplinary Referral - Liquor Law Violation	0	0	0	0	0	0	0	0	0
Disciplinary Referral - Drug Abuse Violation	0	0	0	0	0	0	0	0	0
Disciplinary Referral - Weapon Violation	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	1
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0

\* The College does not have on-campus student housing facilities.

**Hate crimes:**

**Crimes unfounded by the College:**

2023: No hate crimes reported.  
 2022: No hate crimes reported.  
 2021: No hate crimes reported.

2023: 0 unfounded crimes.  
 2022: 0 unfounded crimes.  
 2021: 0 unfounded crimes.

**Statistics for unfounded crimes provided by law enforcement agencies:**

2023: 0 unfounded crimes.  
 2022: 0 unfounded crimes.  
 2021: 0 unfounded crimes.

**Data from law enforcement agencies:**

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

**MCC-Maple Woods, 2601 NE Barry Road, Kansas City, MO 64156**

Crime	On Campus			Non-Campus			Public Property		
	2023	2022	2021	2023	2022	2021	2023	2022	2021
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Aggravated Assault	1	0	0	0	0	0	0	0	0
Burglary	0	1	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	1	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Arrest - Liquor Law Violation	0	0	0	0	0	0	0	0	0
Arrest - Drug Abuse Violation	0	0	0	0	0	0	0	0	0
Arrest - Weapon Violation	0	0	0	0	0	0	0	0	0
Disciplinary Referral - Liquor Law Violation	0	0	0	0	0	0	0	0	0
Disciplinary Referral - Drug Abuse Violation	0	0	0	0	0	0	0	0	0
Disciplinary Referral - Weapon Violation	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	1	0	0	0	0	0	0	0	0

\* The College does not have on-campus student housing facilities.

**Hate crimes:**

2023: 1 On Campus incident of Destruction/Damage/Vandalism of Property characterized by race bias  
 2022: No hate crimes reported.  
 2021: No hate crimes reported.

**Crimes unfounded by the College:**

2023: 0 unfounded crimes.  
 2022: 0 unfounded crimes.  
 2021: 0 unfounded crimes.

**Statistics for unfounded crimes provided by law enforcement agencies:**

2023: 0 unfounded crimes.  
 2022: 0 unfounded crimes.  
 2021: 0 unfounded crimes.

**Data from law enforcement agencies:**

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

**MCC-Penn Valley, 3201 Southwest Trafficway, Kansas City, MO 64111**

Crime	On Campus			Non-Campus			Public Property		
	2023	2022	2021	2023	2022	2021	2023	2022	2021
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	1	0	2	1	2	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	11	3	2	0	0	0	0	0	0
Arson	0	0	1	0	0	0	0	0	0
Arrest - Liquor Law Violation	0	0	0	0	0	0	0	0	0
Arrest - Drug Abuse Violation	0	0	0	0	0	0	0	0	0
Arrest - Weapon Violation	0	0	0	0	0	0	0	0	0
Disciplinary Referral - Liquor Law Violation	0	0	0	0	0	0	0	0	0
Disciplinary Referral - Drug Abuse Violation	0	0	0	0	0	0	0	0	0
Disciplinary Referral - Weapon Violation	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0

Crime	On Campus			Non-Campus			Public Property		
	2023	2022	2021	2023	2022	2021	2023	2022	2021
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0

\* The College does not have on-campus student housing facilities.

**Hate crimes:**

2023: No hate crimes reported.  
 2022: No hate crimes reported.  
 2021: No hate crimes reported.

**Crimes unfounded by the College:**

2023: 0 unfounded crimes.  
 2022: 0 unfounded crimes.  
 2021: 0 unfounded crimes.

**Statistics for unfounded crimes provided by law enforcement agencies:**

2023: 0 unfounded crimes.  
 2022: 0 unfounded crimes.  
 2021: 0 unfounded crimes.

**Data from law enforcement agencies:**

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

**Advanced Technical Skills Institute – MCC Penn Valley, 2944 Troost Avenue, Kansas City, MO 64109**

Crime	On Campus			Non-Campus			Public Property		
	2023	2022	2021	2023	2022	2021	2023	2022	2021
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	1	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Arrest - Liquor Law Violation	0	0	0	0	0	0	0	0	0
Arrest - Drug Abuse Violation	0	0	0	0	0	0	0	0	0
Arrest - Weapon Violation	0	0	0	0	0	0	0	0	0
Disciplinary Referral - Liquor Law Violation	0	0	0	0	0	0	0	0	0

Crime	On Campus			Non-Campus			Public Property		
	2023	2022	2021	2023	2022	2021	2023	2022	2021
Disciplinary Referral - Drug Abuse Violation	0	0	0	0	0	0	0	0	0
Disciplinary Referral - Weapon Violation	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0

\* The College does not have on-campus student housing facilities.

**Hate crimes:**

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