

MANHATTAN CHRISTIAN COLLEGE

**ANNUAL CAMPUS SAFETY
& SECURITY REPORT**

Including the annual Fire Safety Report

2016

Includes Crime Statistics for calendar years 2014, 2015, and 2016

As an Institution of Higher Education that participates in federal Title IV student financial assistance programs, Manhattan Christian College must comply with the requirements of the Clery Act as amended.

In general terms, MCC must:

- Collect, classify and count crime reports and crime statistics.
- Issue campus alerts to provide the campus community with information necessary to make informed decisions about their health and safety –
 - Issue a timely warning for any Clery Act crime that represents an ongoing threat to the safety of students or employees
 - Issue an emergency notification upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus
- Publish an annual security report containing safety and security related policy statements and crime statistics and distribute it to all current students and employees. Prospective students and employees must also be informed regarding the availability of the report.
- Submit crime statistics to the Department of Education.
- Disclose missing student notification procedures that pertain to students residing in MCC student housing facilities.
- Disclose fire safety information related to student housing facilities.
 - Keep a fire log that is open to public inspection
 - Publish an annual fire safety report containing policy statements as well as fire statistics associated with each student housing facility, including number of fires, cause, injuries, deaths, and property damage. MCC must inform prospective students and employees about the availability of the report.
 - Submit fire statistics to the Department of Education.

This document is intended to provide policy and procedural foundations to assure compliance with the Clery Act. This report is prepared in cooperation with Riley County Police Department, the Office of Student Life, and the Office of Financial & Administrative Services. Each entity provides updated crime statistics and information on their educational efforts and programs to comply with the Act. The Office of Student Life holds collecting and reporting responsibility to ensure the college is in compliance with the Act.

Questions regarding the information provided in this report may be directed to:

Dr. Rick Wright
Vice President for Student Life
1415 Anderson Ave.
Manhattan, KS 66502
Phone: 785-539-3571 (ext. 208)

REPORTING CRIMINAL ACTIONS AND EMERGENCIES

Manhattan Christian College does not employ security or police personnel. MCC has a positive working relationship with the Riley County Police Department. Police officers regularly patrol the public areas adjacent to and running through the MCC campus.

Any member of the MCC community observing a crime in progress on campus or on public property adjacent to the campus should call 911. Suspicious behavior should be reported to the most appropriate MCC employee. For instance, a report of suspicious behavior in the student parking lot in the evening hours could be reported to a residence hall supervisor.

Within 24 hours of a reported incident as described above, or within 24 hours after becoming aware that a crime has occurred (for instance, an item taken from a room in a residence hall), a report should be made to one of the following individuals:

Vice President for Student Life: e-mail: rwright@mccks.edu
Phone number: 785-539-3571 ext. 208

Men's Residence Hall Supervisor: e-mail: steve.pearson@mccks.edu

Women's Residence Hall Supervisor: e-mail connie.hill@mccks.edu

Vice President for Business Affairs: e-mail: lstanfield@mccks.edu
Phone number: 785-539-3571 ext. 306

Incidents may also be reported to residence hall assistants, sports team coaches, or any MCC employee with whom the student feels comfortable. All reports of incidents on campus are submitted to the Office of Student Life for action.

If you are the victim of a crime but do not wish to pursue action within MCC's disciplinary action system or the criminal justice system, you are still encouraged to file a report with one of the above named individuals. MCC will make every effort to maintain confidentiality and your report may ensure that similar crimes do not take place in the future. Reports filed in this manner are included in the college's annual crime report. Note that under the Clery Act, campus counselors are not required to report crimes of which they become aware while they are acting in a counselor capacity. Greg Delort has been designated as the campus counselor the purposes of Clery and Title IX reporting.

ADDITIONAL EMERGENCY PHONE CONTACTS

The following contact telephone numbers may be helpful in specific situations:

Manhattan Christian College Contacts:

Main Campus	785-539-3571
After hours Emergency Number	785-477-1755

Off Campus Resources:

Manhattan Police Department (non-Emergency)	785-537-2112
Via Christi Hospital (Emergency Services)	785-776-3322

Pawnee Mental Health (for drug abuse and
addiction information and treatment)
Cornerstone Family Counseling Center
The Crisis Center (domestic violence hotline)

785-587-4315

785-776-4105

785-539-2785

SAFETY & SECURITY REPORT

2016

Includes Crime Statistics
for calendar years 2014,
2015, and 2016

CAMPUS ACCESS AND SECURITY MEASURES

Manhattan Christian College strives to provide a safe and secure campus for our students and employees. Foundational to our positive outcomes is the expectation that all students and employees follow biblical standards of conduct and Christian ideals in the treatment of others. These principles are reinforced in the classroom and throughout campus activities. In addition there are several policies and programs to support a safe and secure environment including those detailed below.

ACCESS TO CAMPUS FACILITIES

During business hours, the college campus (excluding residence halls) is open to students, employees, and guests. During non-business hours, doors are to remain locked and entry is limited to those students and employees with key cards or keys and their guests. Access cards and keys should never be loaned to others. If a door is found to be unlocked during non-business hours, employees are expected to take appropriate measures to ensure the door is locked. Approximately one half of the exterior doors on campus facilities are secured through a key card system. Issues with the key card system and lost key cards should be reported to JT VanGilder (jt.vangilder@mccks.edu). Unlocked doors not on the key card system should be reported to mccmaintenance@mccks.edu.

Security lights are situated to provide low level lighting for individuals walking the campus at night. Maintenance employees inspect the lighting at a minimum of twice a month to identify and replace bulbs as needed. Nonfunctioning lights should be reported using the college's work order system: mccmaintenance@mccks.edu

SECURITY AWARENESS

Residence hall leaders educate their residents on basic common sense practices to promote personal safety. Practices such as walking in pairs at night, keeping to well-lit areas, asking visitors to identify themselves before providing access to buildings, never propping open exterior doors to residential areas and reporting a suspicious activity or person are stressed. Theft prevention practices include engraving valuable items, always locking bikes and cars, and locking room doors. This information is part of the new student orientation program at the beginning of each semester and is also incorporated into regular residence hall group meetings.

VEHICLE REGISTRATION

Manhattan Christian College provides vehicle parking on campus as a benefit to our employees and as a service to our students, visitors and guests. All vehicles parked on campus must be registered through Financial and Administrative Services and owners/drivers must follow the guidelines set forth in the "Parking Permit FAQs" document provided at the time a vehicle is registered. Permits for employees and temporary passes for guests are provided at no cost as part of the registration process. Student vehicles are registered on line at the time a parking permit is purchased. Non registered vehicles will be removed from campus property with the assistance of the Riley County Police Department.

SECURITY CAMERAS

Security cameras provide video of the exterior doors of the residence halls, Howie's Activity Center, Joliffe Hall, and the student parking lot.

FIRE ARMS ON CAMPUS

Fire arms are not allowed in any building on MCC's campus. Only the College's president has the authority to provide an exception to this zero tolerance policy.

EMERGENCY RESPONSE AND EVACUATION PROCEDURES

TIMELY WARNINGS TO THE CAMPUS COMMUNITY

Should a situation arise, either on or off campus, that in the judgment of the administrative council constitutes an immediate or impending threat, a campus wide warning will be issued immediately via the college's Alert System. Students and employees must sign up for this warning system via the MCC Alert link on the MCC web site, www.mccks.edu.

In the event that, in the judgement of the administrative council, an immediate emergency notification could compromise the safety of the community and/or efforts of public officials to assist a victim or to contain, respond to or otherwise mitigate the emergency, notification may be delayed.

The Vice President for Academic Affairs has the responsibility for initiating the notification system after consultation with other members of the administrative council who are available on campus at the time the situation occurs. In the absence of the Vice President for Academic Affairs, the registrar will implement the notification system at the direction of the administrative council.

Depending on the circumstances, important information may also be relayed through group meetings such as residence hall gatherings, chapel, and/or specially called campus meetings. Information will include the occurrence of any crime considered a threat to students and employees that is reported to campus employees or local law enforcement agencies. Such crimes include murder, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, manslaughter, and arson. Information of import to the community at large is communicated through local radio stations.

EVACUATION PROCEDURES

The College conducts a minimum of four unannounced evacuation drills per year. These drills are used to educate and train members of the MCC community in evacuation issues specific to each building, such as the location of the nearest exit and where to gather outside of the building. Signage in buildings directs students and staff to the nearest exit. Students are given additional information regarding evacuation procedures during residence hall meetings held at the beginning of each semester.

SECURITY AND SAFETY POLICIES

MISSING STUDENT POLICY

Any member of the campus community who believes a student to be missing based on changes in usual routine should immediately notify the office of the Vice President of Student Development. This office will generate a missing person report and initiate an investigation within 24 hours. The following information will be collected at the time of the report: the name and relationship of the person submitting the report, the last date, time and location the missing student was seen, the general habits of the missing student, any recent observed changes in behavior, and the student's current contact information.

The investigation may include disseminating information regarding the missing student to appropriate college employees, interviewing other students, searching the student's residence, and attempting to contact the student by phone or text.

Should the investigation determine that the student has been missing for 24 hours, the student's emergency contact will be notified. A report will also be filed with the Riley County Police Department.

SEXUAL VIOLENCE and VIOLENCE AGAINST WOMEN (VAWA)

Manhattan Christian College has developed a Title IX Policy and Complaint Procedure to provide an avenue for those who have been the target of or who witness Sex-Based Misconduct to report such Sex-Based Misconduct without fear of Retaliation. The following information is derived from MCC's Title IX Policy and is supplemented as necessary for purposes of this report with additional information regarding MCC's practices related to domestic violence, dating violence, sexual assault, and stalking prevention. Additional information regarding MCC's Title IX Policies is available on the College's website. A full copy of MCC's Title IX Policy is available through the office of Student Life.

No form of sexual violence or harassment is tolerated or condoned at Manhattan Christian College. The acts outlined below are considered acts of sexual violence and are prohibited when they are not mutually consensual. To be consensual, the persons consenting must act freely and voluntarily and have knowledge of the nature of the act involved. The determination regarding the presence or absence of consent shall be based on the totality of the circumstances present in a particular case, including the context in which the alleged incidents occurred. Consent will not necessarily be inferred from silence or passivity alone. An act is nonconsensual if the victim verbally or otherwise indicates refusal or is overcome by force or fear, is unconscious or physically powerless, or is incapable of giving consent because of mental deficiency or disease or because of the effect of alcoholic liquor, narcotic drug or other substance, which condition was known by the offender or was reasonably apparent to the offender.

Examples of Prohibited behavior:

- Physical assault
- Unwanted sexual advances, requests for sexual favors or propositions of a sexual nature
- Direct or implied threats that submission to sexual advances is a condition of employment, promotion, good grades, recommendations, etc.
- Unwelcome verbal or physical conduct of a sexual nature which an individual regards as undesirable or offensive
- Rape

For a complete description of various forms of sexual offenses under Kansas State law, the reader is directed to K.S.A. Chapter 21 Article 35.

In addition to the above cited prohibited behaviors, the following acts of violence against women are also expressly prohibited within the MCC community.

- Domestic Violence: defined as a felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim, a person with whom the victim shares a child in common, a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, a person similarly situated to a spouse of the victim under the

domestic or family violence laws of the jurisdiction receiving grant monies (under VAWA) or any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

- Dating Violence: defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors: the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- Stalking: defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others, or suffer substantial emotional distress.
- Sexual Assault: defined as any offense that meets the definition of Rape, Fondling, Incest or Statutory rape.

Sexual assault prevention programs are directed through the Office of Student Life. Students may also attend programs on sexual harassment, sexual violence and assault prevention measures offered through the Women's Center at Kansas State University which are publicized in the daily University newspaper distributed on campus.

Filing a Complaint. Victims of sexual violence, domestic violence, dating violence, or stalking are encouraged to report the incident to a residence hall supervisor or any other MCC employee with whom the student feels comfortable. In the event of a sexual assault, it is important that the victim do the following: refrain from showering, changing clothing, or disturbing the location where the assault occurred (to preserve as much evidence as possible.) The residence hall supervisor (or any other MCC employee with whom the student feels comfortable) will in turn assist the victim in notifying the office of the Vice President for Student Life. The Vice President for Student Life, or designee, will assist the victim in finding appropriate counseling. If adjustments in a course schedule or in residential, work, or transportation arrangements are requested, MCC will work with the student to accommodate any reasonable change.

Complaint Review Procedures. Campus disciplinary actions in the case of an alleged sex offense involving MCC students ensure that both the accuser and the accused have equal opportunity to have others present during the disciplinary proceedings. Throughout the review process, the Vice President of Student Life or designee will keep both the complainant and respondent as fully informed as is reasonable regarding the process.

Resolution of sexual violence complaints will be adjudicated in the following manner: The student making the complaint, or complainant, must file a written notice of complaint with the Office of Student Life as soon as possible after the incident occurred. A designee from the Office of Student Life will be assigned to assist the complainant in developing a fully detailed report of the incident. A copy of the written complaint will be provided to the person accused of the assault, or respondent, who will be provided an opportunity to respond in writing. If the respondent provides a written response, a copy will be given to the complainant. A designee from the Office of Student Life will assist the respondent in preparing a written response, answering questions and concerns, and making appropriate referrals.

The Vice President of Student Life, or his designee, will review the reports and convene a two member panel to determine whether college policy has been violated. The complainant and the respondent shall each have the right to provide to the panel a list of witnesses that the panel may interview, and to have a support person present when the complainant or respondent is before the review panel. This person may advise the complainant or respondent, but may not speak to the panel. If this person is an attorney, the Office of Student Life must be notified 24 hours in advance of the hearing. The panel will interview the complainant, the respondent, and relevant witnesses. Both the complainant and respondent have the right to respond in person before the panel to the other party's description of the alleged event and to witness' statements prior to the panel making its final determination. All hearings will be audio taped. If both parties agree, both parties will be present at the hearing at the same time. If both parties do not agree to be present at the same time, each party may view the other party's statement via audio tape and may be present at the hearing during other times. Questions from each party to be posed to the other party and/or to witnesses may be submitted to the review panel for consideration.

The hearing panel will determine, after the gathering and reviewing of all the evidence, and based on the preponderance of evidence, whether a violation of College policy has occurred. If the panel does not determine that a violation of the Policy has occurred, the following measures will be taken: A written letter of findings will be made from the panel to the Vice President of Student Life or designee. Both the complainant and the respondent will receive letters from the Vice President of Student Life or designee outlining the steps that have been taken in the review process and an explanation of the outcome of the review.

If the panel determines that a violation of College policy has occurred, the following measures will be taken: A written letter of findings will be made from the panel to the Vice President of Student Life or designee; sanctions will be devised in accord with the seriousness of the behavior. Sanctions may range from warning to expulsion from the College. Previous findings of a violation of the Policy establishing a pattern of behavior may be considered in determining sanctions. Both the complainant and the respondent will receive letters from the Vice President of Student Life or designee outlining the steps taken in the review process, an explanation of the determination made and the sanctions imposed. (If the alleged victim is deceased as a result of the crime or offense, the college will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.)

Appeal Process. Complainants and respondents who believe that a satisfactory resolution of the alleged incident has not been reached by the review process may appeal the panel's decision on the record directly to the College president. The written appeal must be received by the president by 5:00 p.m. on the seventh calendar day after receiving the notification letter from the Vice President of Student Life or designee.

Confidentiality. The Office of Student Life will make every reasonable effort to protect the confidentiality of a victim of violence. However, there are situations where the College has a legal and ethical obligation to disclose information regarding certain alleged events to protect the safety of the campus.

Individuals involved in the review of a complaint under this policy will maintain confidentiality to the greatest extent possible consistent with preventing future actions of sexual violence, providing a remedy to persons injured by sexual violence, and allowing the respondent to reply to a complaint if any action is anticipated.

REGISTERED SEX OFFENDERS

Information on registered sex offenders in the Manhattan community may be obtained at:

www.accesskansas.org

(under services, safety and security, registered offender search)

CRIME STATISTICS

The Campus Crime statistics outlined below focus on specific crimes outlined in the Clery Act that have been reported to have occurred on the Manhattan Christian College campus or on the public sidewalks and streets adjacent to the campus. These statistics are also reported to the federal government. That report may be accessed at <http://ope.ed.gov/security>.

Crimes are reported based on geographic location. Those locations are described below. MCC students may or may not be involved in the reported crimes.

On-Campus Geography

On campus geography encompasses any building or property owned or controlled by MCC within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls. It also includes any building or property that is within or reasonably contiguous to properties identified as on-campus property that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor.)

Property is considered to be reasonably contiguous if it is treated as an integral part of MCC's main campus and is covered by the same security policies as the main campus. The phrase "directly support, or relate to, the institution's educational purposes" refers to the function of the building or property. This includes student housing.

Based on the definition of terms related to on campus geography, the following properties are classified as on campus geography for Clery Crime Reporting:

- 1407 Anderson (Jolliffe Hall)
- 1415 Anderson (Coffin Hall)
- 1401 Laramie (Activity Center)
- 1427 Laramie (Campus Center)
- 1606 Laramie (Shop)
- Heritage Court
- Bell Tower, green space and parking lot located in the area surrounded by Anderson Ave, 14th Ave, Laramie Street and western edge of the parking lot (Not to include the public sidewalks).
- Green space and parking lot located in the area between Laramie St., 14th Ave, Fairchild Ave, and 16th Ave. (not to include the public sidewalks).

A student housing facility is defined as "any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the

reasonably contiguous geographic area that makes up the campus". The following properties are identified as On Campus Student Housing Facilities for Clery Act Reporting:

- 601 N. 14th
- 1442 Fairchild
- 1437 Laramie

The following properties, while owned by MCC and in a reasonably contiguous geographic area, do not function in a capacity directly related to the institution's educational purpose and therefore do not fall under the reporting requirements of the Clery Act:

- 1441 Laramie
- 1445 Laramie
- 513 N. 16th
- 1627 Laramie

Public Property Geography

Public property refers to property owned by a public entity, such as the City of Manhattan or the State of Kansas, and includes all thoroughfares, streets, sidewalks, and parking facilities that are within the campus or immediately adjacent to and accessible from the campus. Public property includes the sidewalk adjacent to the campus, the public street, and the sidewalk on the other side of the street. It does not include anything beyond the second sidewalk.

Based on the definition of terms related to public property geography, the following properties are classified as public property for Clery Crime Reporting:

- Anderson Avenue, including the sidewalks on the north and south side of the street, from the edge of 1415 Anderson on the west to the corner of 14th St. on the east.
- 14th Avenue, including the sidewalks on the east and west sides of the street, from Anderson Avenue to Fairchild Avenue.
- Fairchild Avenue, including the sidewalks on the north and south sides of the street, from 14th St. to the west edge of the driveway at 1606 Fairchild.
- 16th Avenue, including the sidewalks on the east and west sides of the street, from Fairchild to Laramie Street.
- Laramie Street, including the sidewalks on the north and south sides of the street, between 16th and 14th Streets.

Non-campus Property Geography

Non-campus property is defined as any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

MCC has written agreements to lease various city facilities for athletic events. Crime statistics for the days and times that MCC is in control of the facilities (based on the written agreement) are included in this report.

The college has no officially recognized student organizations with off-campus locations.

CRIMINAL OFFENSES – ON CAMPUS GEOGRAPHY

	2014	2015	2016
a. Murder/Non-negligent Manslaughter	0	0	0
b. Negligent Manslaughter	0	0	0
c. Sex Offenses – Forcible	0		
d. Rape	0	0	0
e. Fondling	0	0	0
f. Sex offenses – Non-forcible	0	0	0
g. Incest	0	0	0
h. Statutory rape	0	0	0
i. Robbery	0	0	0
j. Aggravated Assault	0	0	0
k. Burglary	0	0	0
l. Motor Vehicle Theft	0	0	0
m. Arson	0	0	0

CRIMINAL OFFENSES – ON CAMPUS HOUSING FACILITIES

	2014	2015	2016
a. Murder/Non-negligent Manslaughter	0	0	0
b. Negligent Manslaughter	0	0	0
c. Sex Offenses – Forcible	0	0	0
d. Rape	0	0	0
e. Fondling	0	0	0
f. Sex Offenses – Non Forcible	0	0	0

g. Incest	0	0	0
h. Statutory Rape	0	0	0
i. Robbery	0	0	0
j. Aggravated Assault	0	0	0
k. Burglary	0	0	0
l. Motor Vehicle Theft	0	0	0
m. Arson	0	0	0

CRIMINAL OFFENSES – PUBLIC PROPERTY GEOGRAPHY

	2014	2015	2016
a. Murder/Non-negligent Manslaughter	0	0	0
b. Negligent Manslaughter	0	0	0
c. Sex Offenses – Forcible	0	0	0
d. Rape	0	0	0
e. Fondling	0	0	0
f. Sex Offenses – Non Forcible	0	0	0
g. Incest	0	0	0
h. Statutory Rape	0	0	0
i. Robbery	0	0	0
j. Aggravated Assault	0	0	0
k. Burglary	0	0	0
l. Motor Vehicle Theft	0	0	0
m. Arson	0	0	0

	2014 Totals	Race	Religion	Sexual Orienta- tion	Gender	Gender Identity	Disa- bility	Ethnicity/ National Origin
a. Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0
d. Rape	0	0	0	0	0	0	0	0
e. Fondling	0	0	0	0	0	0	0	0
g. Incest	0	0	0	0	0	0	0	0
h. Statutory Rape	0	0	0	0	0	0	0	0
i. Robbery	0	0	0	0	0	0	0	0
j. Aggravated Assault	0	0	0	0	0	0	0	0
k. Burglary	0	0	0	0	0	0	0	0
l. Motor Vehicle Theft	0	0	0	0	0	0	0	0
m. Arson	0	0	0	0	0	0	0	0
n. Simple Assault	0	0	0	0	0	0	0	0
o. Larceny/Theft	0	0	0	0	0	0	0	0
p. Intimidation	0	0	0	0	0	0	0	0
q. Destruction/ Damage/ Vandalism of property	0	0	0	0	0	0	0	0

VIOLENCE AGAINST WOMEN (VAWA) OFFENSES: Incidents reported in this section are also reported as Criminal Offenses in the appropriate geographical areas.

VAWA OFFENSES – ON CAMPUS

	2014	2015	2016
a. Domestic Violence	0	0	0
b. Dating Violence	0	0	0
c. Stalking	0	0	0

VAWA OFFENSES – ON CAMPUS STUDENT HOUSING FACILITIES

	2014	2015	2016
a. Domestic Violence	0	0	0
b. Dating Violence	0	0	0
c. Stalking	0	0	0

VAWA OFFENSES – PUBLIC PROPERTY GEOGRAPHY

	2014	2015	2016
a. Domestic Violence	0	0	0
b. Dating Violence	0	0	0
c. Stalking	0	0	0

VAWA OFFENSES – NON CAMPUS GEOGRAPHY

	2014	2015	2016
a. Domestic Violence	0	0	0
b. Dating Violence	0	0	0
c. Stalking	0	0	0

ARRESTS: For reporting purposes, an arrest occurs when a law enforcement officer detains an adult with the intention of seeking charges against the individual for a specific offense. In lieu of arrest, a person may be summoned, cited, or notified to appear in court.

ARRESTS -- ON CAMPUS GEOGRAPHY

	2014	2015	2016
a. Weapons: Carrying/Possessing/ etc.	0	0	0

b. Drug Abuse violations	0	0	0
c. Liquor Law violations	0	0	0

ARRESTS – ON CAMPUS STUDENT HOUSING FACILITIES

	2014	2015	2016
a. Weapons: Carrying/Possessing/ etc.	0	0	0
b. Drug Abuse violations	0	0	0
c. Liquor Law violations	0	0	0

ARRESTS – PUBLIC PROPERTY GEOGRAPHY

	2014	2015	2016
a. Weapons: Carrying/Possessing/ etc.	0	0	0
b. Drug Abuse violations	0	0	0
c. Liquor Law violations	0	0	0

ARRESTS – NON-CAMPUS GEOGRAPHY

	2014	2015	2016
a. Weapons: Carrying/Possessing/ etc.	0	0	0
b. Drug Abuse violations	0	0	0
c. Liquor Law violations	0	0	0

DISCIPLINARY ACTIONS: For reporting purposes, disciplinary action is defined as the referral of any person to any official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction. The referral must be a result of violation of the law relating to weapons, drug abuse or liquor law violations.

DISCIPLINARY ACTIONS – ON CAMPUS GEOGRAPHY

	2014	2015	2016
a. Weapons: Carrying/Possessing/ etc.	0	0	0
b. Drug Abuse violations	0	0	0
c. Liquor Law violations	0	0	0

DISCIPLINARY ACTIONS – ON CAMPUS STUDENT HOUSING FACILITIES

	2014	2015	2016
a. Weapons: Carrying/Possessing/ etc.	0	0	0
b. Drug Abuse violations	0	0	0
c. Liquor Law violations	0	0	0

DISCIPLINARY ACTIONS – PUBLIC PROPERTY GEOGRAPHY

	2014	2015	2016
a. Weapons: Carrying/Possessing/ etc.	0	0	0
b. Drug Abuse violations	0	0	0
c. Liquor Law violations	0	0	0

DISCIPLINARY ACTIONS – NON CAMPUS GEOGRAPHY

	2014	2015	2016
a. Weapons: Carrying/Possessing/ etc.	0	0	0
b. Drug Abuse violations	0	0	0
c. Liquor Law violations	0	0	0

Unfounded Crimes: Incidents that were previously reported as a Criminal offense that have been investigated and proven to be unfounded.

	2014	2015	2016
a. Total Unfounded Crimes	0	0	0

FIRE REPORT

2016

Includes Crime Statistics
for calendar years 2014,
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The Manhattan Christian College campus includes three residence living halls for MCC students; Johnson Hall, Kenoyer Hall, and Rebekah House. This section of the report presents information and statistics regarding fire safety in these residence halls.

FIRE SAFETY SYSTEMS

The following table offers a description of the fire safety and control systems in each of MCC's residence halls.

Building	Johnson Hall (601 N 14 th)	Kenoyer Hall (1442 Fairchild)	Rebekah House (1437 Laramie)
Fire Extinguishers	X	X	X
Fire-rated corridors/fire doors	X	X	
Fire-rated exit stairs	X	X	
Smoke Detectors	X	X	X
Sprinkler system		X	
Audible Fire Alarm	X	X	

BUILDING and EQUIPMENT INSPECTIONS

Each building is inspected annually by the State Fire Marshall. In addition, fire suppression systems are professionally tested each year. Fire extinguishers are inspected by maintenance personnel on a monthly basis.

POLICIES ON PORTABLE ELECTRICAL APPLIANCES, SMOKING, AND OPEN FLAMES

Air conditioners, space heaters, halogen lamps with an exposed bulb, or any appliance with an open heating element (including toaster ovens, hot plates, grilling appliances, sandwich makers, etc.) are not permitted in the non-public spaces of MCC residence halls. However, microwave ovens are allowed. Smoking is not permitted in any area of MCC residence halls. Open flames or any devices that produce an open flame (such as candles and incense) are not allowed in MCC residence halls, regardless of whether or not they are lit. The use of prohibited appliances, open flames, or smoking may result in fines or other disciplinary action.

FIRE SAFETY EDUCATION AND TRAINING POLICIES

Students and all employees associated with residence hall living participate in fire safety training each semester. The purpose of the training is to familiarize residents with the fire safety systems in their specific residence hall, including various evacuation routes. Residents are given direction as to where they should gather in the event of an evacuation and the process for ensuring that no one remains in the building. Students are also trained on the appropriate use of fire extinguishers and how and when to report a fire. The training is provided by personnel in the Office of Student Life.

FIRE DRILLS

Unannounced fire drills are performed in the residence halls as part of a campus wide fire and emergency safety program. Before each drill, the local fire department is notified and representatives of the fire department may choose to be present to observe the efficiency and effectiveness of the drill. Four fire drills were held in 2016.

EMERGENCY EVACUATION PROCEDURES

In the event of a fire, MCC expects that all campus community members will evacuate the building by the closest exit, making sure that others exit with them and closing doors as they leave a room. If the fire alarm system has not already been activated, it is appropriate to trigger the alarm system while leaving the building. Only when safely out of the building should the fire be reported, either by calling 911 or the MCC Emergency Phone at (785) 477-1755.

REPORTING FIRES

As previously discussed, in the event of a fire, residents are expected to evacuate the building and then call 911 or the MCC Emergency Phone, (785) 477-1755. There may be circumstances in which a fire occurs that do not require the evacuation of the building. In those situations, after the fire has been extinguished, the fire should be reported to the residence hall supervisor who will then report the incident to the Office of Student Life. Any individual witnessing a fire or observing evidence that a fire may have occurred should report the fire to the Office of Student Life and include as much detail about the fire as possible, including the location, date, time, and cause of fire. The Office of Student Life maintains a written log of reported fires in MCC residence halls. This log is available for inspection by contacting the Office for Student Life.

RESIDENCE HALL FIRE STATISTICS

The College is required to disclose information on all fires that occur in on-campus residence halls on an annual basis. For reporting purposes, a fire is defined as “any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.” The size of the fire and the cause of the fire are immaterial for reporting purposes. There were no reported fires in Manhattan Christian College residence halls during the 2014, 2015, or 2016 calendar years.

FUTURE IMPROVEMENT PLANS

Manhattan Christian College continually evaluates the fire safety infrastructure in its residence halls and across its campus. The fire alarm and sprinkler systems in all buildings are tested annually. All systems passed inspection in 2016. No upgrades in infrastructure have been identified as necessary at this time.

Drug & Alcohol Usage prohibited on Campus

2016

Policies on usage and
resources for addiction
assistance

Manhattan Christian College is committed to the prevention of the illegal use of controlled substances and alcohol by its students and employees. Educational programs for students on the dangers of substance abuse are provided thru Orientation, small groups, and the residence halls meetings.

MCC prohibits the unlawful possession, use, manufacture, or distribution of alcohol or controlled substances by students and employees on property controlled by the college or as a part of college activities. The term “controlled substances” as used in this policy means those substances included in Schedules I through V of section 202 of the Controlled Substances Act and as further defined by regulation at 21 CFR 1300.11 through 1300.15. The term does not include the use of a controlled substance pursuant to a valid prescription or other uses authorized by law.

Any student or employee of the College found to be using, possessing, manufacturing, or distributing controlled substances or alcohol in violation of the law will be subject to disciplinary action in accordance with applicable policies of the College and the State of Kansas. Disciplinary action includes, but is not limited to suspension, expulsion, termination of employment, referral for prosecution and the completion of an appropriate substance abuse rehabilitation program.

STUDENT DISCIPLINARY SANCTIONS: The Office of Student Life is responsible for student disciplinary sanctions. A student who is determined to have violated the College’s Drug and Alcohol Policy is subject to sanctions outlined in the Student Handbook, which may include, but are not limited to suspension or expulsion from the College. The following is a summary of those sanctions.

1. Notification of Parents.
2. Suspension for three days.
3. Disciplinary probation for the rest of the semester and the following semester. This means any further violation of the student handbook may result in immediate dismissal proceedings.
4. Counseling for the offense.

Parents and/or legal guardians of students under the age of 21 will be notified after the first known violation of the college policy or state law regarding drugs, or after the first known violation involving alcohol that endangered the health or welfare of the student and/or another person. Notification will also be given following a known drug or alcohol violation that results in the cancellation of a student’s housing contract, or if the student has been referred for alcohol assessment. Notification for all other offenses involving alcohol will occur after the second known violation.

Students should be aware that a conviction related to alcohol or controlled substances may affect eligibility for federal aid (i.e. PELL grants, Direct loans).

EMPLOYEE DISCIPLINARY SANCTIONS: As a condition of employment, all employees of Manhattan Christian College, including student employees, are expected to abide by the terms of this policy statement and will notify the Vice President for Business Affairs of any criminal statute conviction for a violation occurring on property controlled by the College no later than five days after such conviction. Manhattan Christian College will, in turn, notify as appropriate, the applicable federal agency of the conviction within ten (10) days of its receipt of notification of the conviction. The college will take appropriate disciplinary action within thirty (30) days of notification of the conviction. For purposes of this policy, “conviction” means a finding of guilt (including a plea of nolo contendere) or imposition of

sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes.

Local, state and federal laws provide for a variety of legal sanctions and penalties for the unlawful possession, use or distribution of illicit drugs and alcohol. The Federal Controlled Substances Act provides penalties of up to 15 years' imprisonment and fines up to \$25,000 for unlawful distribution or possession with intent to distribute narcotics. For unlawful possession of a controlled substance, a person is subject to up to one year of imprisonment and fines up to \$5,000. Any person who unlawfully distributes a controlled substance to a person under twenty- one years of age may be punished by up to twice the term of imprisonment and fine otherwise authorized by law. Kansas law provides that any person who violates the criminal statutes on controlled substances by possessing, offering for sale, distributing, or manufacturing opiates and narcotics, such as cocaine and heroin, shall be guilty of a Class C felony. For a conviction of a Class C felony, the court may sentence a person to a term of imprisonment of a minimum of three to five years, a maximum of 10 to 20 years, and a fine of up to \$15,000. Unlawful possession of a depressant, stimulant or hallucinogenic drug is punishable as a Class A misdemeanor, with a penalty of up to a year in jail and a fine of \$2,500. Under Kansas law, persons under 21 years of age may be subject to minimum fines of \$200 for possessing, consuming, obtaining, purchasing or attempting to obtain or purchase alcoholic liquor or cereal malt beverages. Persons convicted of driving under the influence of alcohol or drugs are subject to severe fines, imprisonment, and other penalties. The local ordinances of Manhattan, Kansas, also include prohibitions relating to illicit drugs and alcohol. Generally, these local ordinances are similar in content to state law.

HEALTH RISKS: The following health risks have been associated with the use of controlled substances and the abuse of alcohol. The following list of controlled substances and inherent health risks is not intended to be all inclusive.

Alcohol Abuse -

- Birth defects
- Ulcers and gastritis
- Liver
- Heart disease
- Cancer
- Brain damage

Anabolic Steroids-

- Acne
- Cancer
- Heart disease
- Liver disease
- Sterility
- Jaundice
- Kidney stones.

Cocaine/Stimulants -

- Increased blood pressure
- blurred vision
- sleeplessness
- anxiety
- irregular heartbeat
- death.

Hallucinogens:

- Increased body temperature
- increased heart rate
- increased blood pressure
- sleeplessness
- tremors.

Marijuana

- Irritation of the lungs
- Emphysema
- increased heart rate
- short-term memory reduced
- cancer.

Opiates/Narcotics

- Decreased heart rate
- Nausea
- Cold
- moist skin bluish in color
- slowed breathing

Sedatives

- Slowed body function
- Drowsiness
- Convulsions
- Coma

BEHAVIORAL CHANGES: The use of controlled substances and the abuse of alcohol can change normal behavior patterns. Users may become careless and likely to forget important safety habits. Sense of

time, space, and distance may become altered. Absenteeism and tardiness may increase. Listed below is a partial list of behavioral changes associated with specific drugs and alcohol abuse.

Marijuana

- Slows physical reflexes
- Cuts mental powers
- Forgetfulness
- Throws off judgment of space and distance

Cocaine

- Causes a temporary feeling of almost superhuman power, impairing judgment and decision making ability
- Causes emotional problems, mood swings, lack of dependability
- Damages respiratory and immune systems
- Causes malnutrition, seizures, and loss of brain function

Heroin

- Causes total disinterest in safety or anything else except drugs
- Expense leads to crime
- Damage in interpersonal relationship
- Overdose causes coma and death

Hallucinogens (PCP, LSD, etc.)

- Causes hallucinations
- Loss of memory and concentration
- Causes sudden, bizarre changes in behavior.

Alcohol

- Causes loss of concentration
- Causes loss of judgment.
- Causes tardiness and absenteeism.
- Produces the inability to deal realistically with problems.

Amphetamines (Speed, Uppers)

- Careless and wild behavior
- Pushes behavior beyond physical limits.

Sedatives

- Slows mental processes and reflexes
- Disrupts interpersonal relationships
- Can cause liver and kidney damage

HOW TO GET HELP: Drug and alcohol counseling, treatment or re-entry programs are available to students and employees on a national, statewide, and local basis. Alcohol and drug counseling is available through Cornerstone Counseling at 1408 Poyntz Ave Manhattan, KS 66502 (785-776-4105) and Pawnee Mental Health Center (785-587-4315). Lafene Health Center is also available for those students enrolled concurrently with Kansas State University. The office of the V.P. for Student Development will help students find other avenues for counseling if needed. Employees may seek help through Cornerstone Counseling, Pawnee Mental Health Center, and the State of Kansas Lifeline Program, a 24-hour toll-free assistance line (1-800-284-7575). Other sources of assistance include Kansas Recovery (1-800-586-3690), and the National Institute on Drug Abuse hotline (1-800-662-4357).

ADDITIONAL INFORMATION REGARDING THE LEGAL CONSEQUENCES ASSOCIATED WITH ILLEGAL CONTROLLED SUBSTANCES AND ALCOHOL:

Kansas Law – Alcohol. It is illegal for anyone under 21 years of age to possess, purchase, attempt to purchase or consume cereal malt beverages or alcoholic liquor except where specific exemptions are provided by law. The maximum penalty is 1 month in jail; a \$200 minimum fine (18-21 years of age); 40 hours of public service; attendance at an alcohol education program; and up to 1 year suspension of driving privileges.

It is illegal for anyone to furnish cereal malt beverages or alcoholic liquor to another person under 21 years of age. The maximum penalty is 6 months in jail; \$200 minimum fine; and attendance at an alcohol education program.

It is illegal for anyone to host a person under 21 in such a manner that permits the minor to consume alcoholic liquor or cereal malt beverages. The maximum penalty is 1 year in jail; \$1,000 minimum fine; performance of community service.

The possession or display of any fictitious or fraudulently altered driver's license or identification card is a Class B nonperson misdemeanor. The maximum penalty is 6 months in jail; \$1,000 fine; completion of alcohol/drug education or training program. Lending a driver's license or identification card to a person under 21 years of age for use in obtaining cereal malt beverages and/or alcoholic liquor, is a Class B nonperson misdemeanor (first conviction). The maximum penalty is a minimum of 100 hours public service; \$500 fine; and 6 months in jail. The severity of penalties increase with subsequent convictions. Other crimes relating to false identification can be more severe. Dealing in false identification documents is a severity level 8 nonperson felony. Penalties will vary based upon factors considered in sentencing guidelines. The maximum penalty is 23 months in jail and a \$100,000 fine.

Kansas Law - Driving Under the Influence. In Kansas it is illegal for anyone to operate a vehicle under the influence of alcohol, drugs, or both alcohol and drugs, with a breath or blood alcohol content of .08 or more. For anyone under 21, it is illegal to do so with a breath or blood alcohol content of .02 or greater. If convicted, you are subject to the following penalties:

First Conviction (Misdemeanor) Maximum Penalty:

- 6 months in jail (48 hours mandatory) or 100 hours of public service
- \$1,000 fine
- required completion of an alcohol education program
- suspended driver's license for 30 days (then restricted for 330 days). If the alcohol concentration is .15 or greater, the license may be suspended for one year. For persons under 21, with an alcohol concentration of .08 or greater, the license may be suspended for one year.
- impoundment of vehicle for up to one year, with costs
-

Second Conviction (Misdemeanor) Maximum Penalty:

- 1 year in jail (5 days mandatory)
- \$1,500 fine
- completion of alcohol treatment program
- suspended driver's license for 1 year followed by the use of an ignition interlock device, or impoundment of vehicle for up to two years, with costs

Third Conviction (Felony) Maximum Penalty:

- 1 year in jail (90 days mandatory)
- \$2,500 fine
- completion of alcohol treatment program
- suspended driver's license for 1 year followed by the use of an ignition interlock device, or impoundment of vehicle for up to 2 years (3 years, if alcohol concentration is .15 or greater), with costs

Fourth & Subsequent Convictions (Felony) Maximum Penalty:

- 1 year in jail (90 days mandatory)
- \$2,500 fine
- participation in alcohol abuse program
- required mental health counseling
- 1 year post-release supervision
- suspended driver's license for 1 year (on 5th conviction driver's license is permanently revoked), followed by the use of an ignition interlock device, or
- impoundment of vehicle for up to 2 years (4 years, if alcohol concentration is .15 or greater), with costs
- revocation for one year of the license plate or temporary registration certificate of the motor vehicle driven during the violation.

Refusal to Submit to Alcohol or Drug Testing (Felony) Penalty:

- 1st time - suspended driver's license for 1 year.
- 2nd time - suspended driver's license for 2 years.
- 3rd time - suspended driver's license for 3 years.
- 4th time - suspended driver's license for 10 years.
- 5th time - driver's license is permanently revoked.

City of Manhattan Law- Alcohol. The City of Manhattan has adopted as city ordinances laws similar to the state of Kansas laws relating to the control of alcoholic liquor and 3.2% beer. Further, under city ordinance among other matters it is unlawful:

- for persons under 18 years of age to remain in any tavern after the hour of 8:00 p.m. unless employed by the establishment or accompanied by a parent or guardian.
- to willfully disturb the peace and quiet of any person, family or neighborhood or to engage in disorderly conduct.
- to fail to depart from an unlawful assembly after being directed to do so by a law enforcement officer. An unlawful assembly is a meeting or coming together of five or more persons engaging in conduct which constitutes disorderly conduct, a riot, disturbing quietude or disturbing the peace.

Kansas Law – Drugs. The illegal possession or illegal use of drugs may subject individuals to criminal prosecution. Kansas law also mandates for certain offenders a non-prison sanction of placement in drug abuse treatment programs. Certain other offenders, including habitual drug users and those convicted of unrelated felonies, remain subject to punishment of imprisonment.

The manufacture of a controlled substance is a drug severity level 1 felony. The maximum penalty is 17 years imprisonment; \$500,000 fine.

Illegal possession or use of opiates, amphetamines and narcotics is a drug severity level 4 felony. The maximum penalty is 3 1/2 years imprisonment; \$100,000 fine. The unlawful possession or use of depressants (including barbiturates and barbitol), stimulants, hallucinogenic drugs (including marijuana, LSD, psilocybin, and K-2), anabolic steroids, simulated controlled substances and paraphernalia, as well as unlawfully obtaining and distributing prescription drugs is a Class A non-person misdemeanor and may escalate to a level 4 felony with a maximum penalty of 1 year imprisonment; \$2,500 fine (\$100,000 fine if there has been a previous conviction).

The sale or distribution of these drugs is a drug severity level 3 felony and may escalate to a level 1 felony. The maximum penalty is 4 years and 3 months imprisonment; \$300,000 fine. With prior convictions for this offense the penalty increases to 17 years imprisonment; \$500,000 fine.

Federal Law – Drugs. The Federal Controlled Substances Act provides penalties for the following:

- Intentional unlawful distribution or possession with intent to distribute controlled substances. Maximum Penalty: Life imprisonment; \$4,000,000 fine (first conviction). With a prior conviction for this offense: fine amount is \$8,000,000.
- Unlawful possession of a controlled substance. Maximum Penalty: 20 years imprisonment; no maximum fine exists.
- Unlawful distribution of a controlled substance, manufacturing, or employing or persuading a person under 18 to unlawfully distribute a controlled substance on or within 1,000 feet of a school or university. Maximum Penalty: Up to three times the term of imprisonment and fine otherwise authorized by law.