

# Jones County Junior College Clery Act 2016 Annual Campus Security and Fire Safety Report



## 2016 ANNUAL CAMPUS SECURITY AND FIRE SAFETY REPORT

Jones County Junior College Annual Campus Security and Fire Safety Report is published each year to provide crime and fire statistics and other information on safety and security related services offered by the college, in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. This report has been modified to include the new requirements imposed by the Violence Against Women's Reauthorization Act – Campus Sexual Violence Act (SaVe Act) provision, section 304. This report is prepared with data and information provided by the Jones County Junior College Campus Police Department, the Office of Student Affairs, campus security authorities and various law enforcement agencies that provide services to JCJC properties within their jurisdictions. The report summarizes college and campus safety security programs. It also contains policies and procedures designed to enhance personal safety at Jones County Junior College. The 2016 Annual Campus Security and Fire Safety Report is posted on the JCJC website in PDF format. Crime and disciplinary referral statistics are located at the end of the report. For more information regarding campus safety or to request a paper copy of the report, contact the Office of Student Affairs at 601-477-4030, email Jamie Williams at [Jamie.williams@jcjc.edu](mailto:Jamie.williams@jcjc.edu), or write to the Office of Student Affairs at 900 South Court Street, Ellisville, MS 39437.

<b>TABLE OF CONTENTS</b>	<b>Page #</b>
<b>LETTER FROM CHIEF OF POLICE</b>	<b>5</b>
<b>INTRODUCTION</b>	<b>6</b>
<b>STATEMENT ADDRESSING PREPARATION of DISCLOSURE</b>	<b>6</b>
<b>DESCRIPTION OF JONES COUNTY JUNIOR COLLEGE CAMPUS</b>	<b>6</b>
<b>LAW ENFORCEMENT</b>	<b>7</b>
<b>REPORTING PROCEDURES</b>	<b>7</b>
<b>FIRE EVACUATION PROCEDURES</b>	<b>7</b>
<b>CAMPUS SECURITY AUTHORITIES</b>	<b>7</b>
<b>CRIME STATISTICS</b>	<b>7</b>
<b>Crimes Tracked Under the Clery Act and Definitions</b>	<b>8</b>
<b>Clery Act Hate/Bias Crimes</b>	<b>10</b>
<b>A. Race:</b>	<b>10</b>
<b>B. Gender</b>	<b>10</b>
<b>C. Gender Identity</b>	<b>10</b>
<b>D. Religion</b>	<b>10</b>
<b>E. Sexual Orientation</b>	<b>10</b>
<b>F. Ethnicity</b>	<b>10</b>
<b>G. National Origin</b>	<b>11</b>
<b>H. Disability</b>	<b>11</b>
<b>Crimes not Clery reportable unless the crime motivated by bias</b>	<b>11</b>
<b>A. Larceny-Theft</b>	<b>11</b>
<b>B. Simple Assault</b>	<b>11</b>
<b>C. Intimidation</b>	<b>11</b>
<b>D. Destruction/Damage/Vandalism (Except "Arson")</b>	<b>11</b>
<b>Good Faith Effort to Collect Statistics from Local Law Enforcement Agencies</b>	<b>11</b>
<b>Clery Act Geographical Considerations</b>	<b>11</b>
<b>On Campus</b>	<b>11</b>
<b>Non-Campus Building or Property</b>	<b>11</b>
<b>Public Property</b>	<b>11</b>
<b>Crime Statistics Report</b>	<b>12-23</b>
<b>CAMPUS MAP</b>	<b>24</b>
<b>DAILY CRIME LOG</b>	<b>24</b>
<b>BOBCAT ALERT EMERGENCY TEXT MESSAGING</b>	<b>25</b>
<b>Determination of Notification to All or Part of the Campus</b>	<b>25</b>
<b>Tests of the Bobcat Alert System</b>	<b>25</b>
<b>EMERGENCY EVACUATION AND PROCEDURES</b>	<b>25</b>
<b>GENERAL GUIDELINES FOR EMERGENCIES</b>	<b>26</b>
<b>EMERGENCY LOCK-DOWN PROCEDURES</b>	<b>26</b>
<b>A. Lock Down During Class</b>	<b>26</b>
<b>B. Lock Down in Other Areas</b>	<b>26</b>
<b>C. Sporting Events and Large Public Gatherings</b>	<b>26</b>
<b>SEVERE WEATHER CONDITIONS</b>	<b>27</b>
<b>A. TORNADOES</b>	<b>27</b>
<b>Recommended Action</b>	<b>27</b>
<b>Resident Hall Procedures</b>	<b>27</b>
<b>B. TORNADO SAFETY RULES</b>	<b>28</b>

<b>C. FIRE EMERGENCIES</b>	<b>28</b>
<b>D. BOMB THREATS</b>	<b>28</b>
<b>A. Evacuation Procedures</b>	<b>28</b>
<b>B. Call Checklist/Questionnaire</b>	<b>29</b>
<b>C. Bomb Threats to Residence Halls</b>	<b>29</b>
<b>VIOLENT OR CRIMINAL BEHAVIOR</b>	<b>30</b>
<b>Violent Intruder</b>	<b>30</b>
<b>Assault Prevention</b>	<b>30</b>
<b>EMERGENCY SPILL PROCEDURES</b>	<b>31</b>
<b>TIMELY WARNING AND COMMUNITY NOTIFICATION</b>	<b>31</b>
<b>Timely Warning</b>	<b>31</b>
<b>Community Notification</b>	<b>31</b>
<b>ANNUAL SECURITY REPORT POLICY STATEMENTS</b>	<b>31</b>
<b>Limited Voluntary Confidential Reporting</b>	<b>31</b>
<b>Campus Security Authorities</b>	<b>31</b>
<b>Campus Law Enforcement</b>	<b>32</b>
<b>Memorandum of Understanding (MOU)</b>	<b>32</b>
<b>Prompt and Accurate Reporting of Crimes</b>	<b>32</b>
<b>Relationship Between Campus Counseling, Health Services     and Victim Services</b>	<b>32</b>
<b>Security Awareness Programs for Students and Employees</b>	<b>32</b>
<b>Campus Safety Escort Program</b>	<b>32</b>
<b>Silent Witness - JCJC Red Flag Alert System</b>	<b>33</b>
<b>Crime Prevention Programs</b>	<b>33</b>
<b>Off-Campus Criminal Activity</b>	<b>33</b>
<b>Community Notification and Crime Map</b>	<b>33</b>
<b>Employee Training</b>	<b>33</b>
<b>STUDENT/EMPLOYEE ALCOHOL/DRUG POLICIES</b>	<b>33</b>
<b>Parental Notification and Alcohol and Drug Violations</b>	<b>33</b>
<b>ALCOHOL/DRUG ABUSE POLICY</b>	<b>34</b>
<b>Educational Efforts</b>	<b>34</b>
<b>Counseling and Rehabilitation Services</b>	<b>34</b>
<b>Disciplinary Actions</b>	<b>34</b>
<b>Sanctions Governing Illegal Drugs:</b>	<b>34-36</b>
<b>Conditions for Immediate Suspension</b>	<b>36</b>
<b>Civil Conviction for Drug and Alcohol Offenses</b>	<b>36</b>
<b>Health Risks</b>	<b>36</b>
<b>Alcohol</b>	<b>36</b>
<b>Drugs</b>	<b>37</b>
<b>Resources</b>	<b>37</b>
<b>CAMPUS SEXUAL VIOLENCE ELIMINATION ACT (SaVE Act)</b>	<b>37</b>
<b>Prohibition on Sexual Misconduct and Violence</b>	<b>37</b>
<b>Retaliation and Intimidation</b>	<b>38</b>
<b>What constitutes sexual assault?</b>	<b>38</b>
<b>DEFINITIONS - Domestic violence, Dating Relationship</b>	<b>38</b>
<b>Stalking</b>	<b>39</b>
<b>Consent</b>	<b>39</b>
<b>REPORTING AN ASSAULT</b>	<b>40</b>
<b>Policy and Procedures to Be Followed</b>	<b>40</b>
<b>Statement of Standard of Procedure</b>	<b>40</b>

<b>Recommended Immediate Action for Victim</b>	<b>40</b>
<b>Campus Police Department</b>	<b>40</b>
<b>NOTIFICATION OF VICTIM’S RIGHTS</b>	<b>41</b>
<b>SURVIVOR CONFIDENTIALITY</b>	<b>41</b>
<b>SERVICES</b>	<b>41</b>
<b>VICTIM AMNESTY</b>	<b>42</b>
<b>DISCIPLINARY PROCEDURES</b>	<b>42</b>
<b>DUE PROCESS</b>	<b>43</b>
<b>HEARING PROCEDURES</b>	<b>43</b>
<b>STATEMENT OF THE RIGHTS OF ALLEGED VICTIM</b>	<b>43</b>
<b>STATEMENT OF THE ACCUSED INDIVIDUAL’S RIGHTS</b>	<b>44</b>
<b>EDUCATION PROGRAMS</b>	<b>44</b>
<b>SEXUAL ASSAULT RESPONSE TEAM (SART)</b>	<b>45</b>
<b>WARNING SIGNS OF ABUSIVE BEHAVIOR</b>	<b>45</b>
<b>POTENTIAL OPTIONS FOR BYSTANDERS</b>	<b>46</b>
<b>MISSING STUDENT NOTIFICATION POLICY</b>	<b>46</b>
<b>Procedure</b>	<b>46</b>
<b>Notification</b>	<b>47</b>
<b>Student Contact Information</b>	<b>47</b>
<b>Student Notification of This Policy</b>	<b>48</b>
<b>ANNUAL FIRE SAFETY REPORT</b>	<b>48</b>
<b>Fire and Emergency Medical Services (EMS)</b>	<b>48</b>
<b>To Report a Fire</b>	<b>48</b>
<b>Fire Emergency Procedures</b>	<b>48</b>
<b>Procedures for Student Housing Evacuation in the Case of a Fire</b>	<b>49</b>
<b>Assembly Sites for Fire Evacuations</b>	<b>49</b>
<b>Fire Log</b>	<b>49</b>
<b>Policies on Portable Electrical Appliances, Smoking and Open Flame</b>	
<b>Appliances.</b>	<b>49</b>
<b>Smoking</b>	<b>49</b>
<b>Open Flames</b>	<b>49</b>
<b>Items Not Allowed in Residence Halls</b>	<b>49</b>
<b>Policies Regarding Fire Safety Education and Training Programs</b>	<b>50</b>
<b>Plans for Future Improvements</b>	<b>50</b>
<b>FIRE PROTECTION EQUIPMENT AND FIRE STATISTICS IN RESIDENTIAL FACILITIES</b>	<b>50</b>

# **JONES COUNTY JUNIOR COLLEGE CAMPUS POLICE DEPARTMENT**

## **A MESSAGE FROM THE CHIEF of POLICE**

Dear JCJC Community Member,

The Jones County Junior College Campus Police Department is dedicated to providing the highest quality law enforcement and crime prevention efforts to our campus community. Our sworn and academy-trained officers work as partners with many departments, offices, and student groups in promoting a safe and secure campus. The JCJC Campus Police Department's primary responsibility is to provide for the safety and protection of our students, employees and visitors. We are the primary law enforcement agency on campus and all of our officers have received extensive training and are vested with the authority that includes the power to make arrests and carry firearms. The JCJC Campus Police Department works to play a vital role in enhancing the mission of the college through crime prevention, education, inspection, and enforcement. The JCJC campus has a consistently low crime rate, which is possible only by all members of the college community working together for the safety and security of the campus. A truly safe campus is achieved through cooperation of students, faculty, staff and visitors. Please report any suspicious behavior to our department and we look forward to working with you to ensure a safe campus environment.

Sincerely,

Stan Livingston  
Chief of Police

## INTRODUCTION

The 2016 Annual Security Report has been prepared in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998. Compiling the report is the collaborative responsibility of representatives within the Campus Police Department and the Office of Student Affairs. The report provides information on services and policies that support a safe and secure environment, highlights programs that encourage members of the campus community to seek intervention and assistance for victimization, provides information on alcohol and drug policies, outlines procedures for handling reports of sexual assault, and identifies campus representatives for reporting crimes and incidents that impact the college community.

### **Statement Addressing Preparation of Disclosure of Crime Statistics**

\* Numbers reported for the areas designated as On Campus Property, Within Residence Halls, and Non-Campus Buildings/Property reflect reports from:

The Campus Police Department or, through jurisdictional agreement, City of Ellisville Police Department, The Office of Student Affairs, Dean of Students, Staff with significant programming responsibilities within Student Life, Residence Life, Athletics, and Appropriate law enforcement jurisdictions relating to incidents occurring at a non-campus building not filed with Campus Police (*e.g.*, Allied Health clinical sites).

\* Incidents reported under the Public Property heading are provided by the City of Ellisville Police Department and by the Jones County Sherriff Office reflecting specific guidelines that require crimes to be reported that occurred on streets, sidewalks, and in parking garages inside the campus and immediately adjacent to it. Private residences, private property and private businesses scattered within the framework of the campus are not reportable areas under federal guidelines and, therefore, incidents occurring in these areas are not required information for inclusion in this report.

Campus counselors and campus health care providers are not required to submit numbers for preparation of this report. The Counseling Center and Campus Clinic immediately refer those in need of victim assistance to the Office of Student Affairs. Referrals to Student Affairs are anonymously counted and included in this report if relevant to the locations specific to this report.

The College sends notification of the availability of this report via e-mail to all enrolled students and employees providing the website address to access the full report. A printable copy of the report (PDF format) may be accessed directly from this website <http://www.jcjc.edu/>. Prospective students, employees may also access this report directly from the college's webpage.

To file a complaint alleging a violation of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, contact the director of the regional office. The address is listed at <https://wdcrobcolp01.ed.gov/CFAPPS/OCR/contactus.cfm>. The complaint will be handled by the Case Management Team within that regional office. Nothing in the law shall be construed to permit a school to take retaliatory action against anyone with respect to the implementation of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. (Higher Education Opportunity Act Section 488(e) HEA section 485(f)).

## **DESCRIPTION OF JONES COUNTY JUNIOR COLLEGE CAMPUS**

### **900 South Court Street, Ellisville, MS 39437.**

Ellisville, the home of Jones County Junior College, is a city of approximately 3,800 residents. Ellisville is located just off Interstate 59, eight miles south of Laurel and 20 miles north of Hattiesburg. Jones County Junior College consists of 360 acres of land including all the principal buildings and playing fields for the athletic programs. The President's home is also located on the grounds.

## **Law Enforcement**

The Campus Police Department provides on-site security and law enforcement 24 hours per day, 7 days per week. There are also security cameras strategically placed throughout the buildings and the parking lots. The Campus Police officers, cameras, and patrols by the Housing Office staff members work conjointly in an effort to keep the campus safe.

## **Reporting Procedures**

Students, faculty, and staff are encouraged to use common sense and implement risk reduction measures to help deter crimes against persons and property. To report a crime or an emergency, call the Campus Police Department at 601-477-4006 or 601-477-5397 or dial 911 (from an on-campus phone, dial 9 to access an outside line for off campus assistance).

## **Fire Evacuation Procedures**

In the event of a fire on campus, activate the nearest pull station then use the nearest Fire Exit to leave the building immediately. Go to the assigned gathering spot for your building, and stand as far away from danger as possible. Call Emergency 911, giving them the location of the fire. Make sure to stay out of the way for emergency vehicles so they may successfully complete their task of combating the fire.

## **CAMPUS SECURITY AUTHORITIES**

In the event of a crime, it is not uncommon for a college student who is the victim of the crime to tell someone with whom they feel comfortable about the crime, such as a resident assistant or coach, rather than law enforcement. In compliance with the Clery Act, the College is required to identify and provide training to students, volunteers, employees, etc., whose function has significant responsibility for student and campus activities, as a Campus Security Authority (CSA) to which a victim may disclose a Clery offense. Victims may report their victimization on a voluntary and confidential basis for the crime statistic to be included in the Annual Security Report. When a CSA receives a report of a Clery offense, they will collect important information regarding the crime from the victim and relay that information to the Campus Police Department so the information may be evaluated to determine if a Timely Warning should be initiated. The information will also be used to compile annual crime statistics to be included in the Annual Security Report. CSAs participate in annual training.

Positions that serve in the capacity of Campus Security Authorities are:

Athletic Director	Athletic Coaches	Intramural Director
Band and Choir Directors	Club Sponsors	Campus Activities Director
Advisement Center Staff	Title IX Coordinator	Faculty Advisors
Faculty/Staff Traveling with Students (domestic or international travel)		
VP for Instruction	Academic Dean	Career/Tech Deans
Assistant Deans	VP for Student Affairs	Dean of Student Affairs
Housing Directors	Resident Managers	Resident Assistants

## **CRIME STATISTICS**

### **What Crimes Must Be Tracked Under the Clery Act and Definitions?**

#### **Murder and Non-Negligent Manslaughter**

The willful (non-negligent) killing of one human being by another NOTE: Deaths caused by negligence, attempts to kill, assaults to kill, suicides, accidental deaths, and justifiable homicides are excluded.

#### **Negligent Manslaughter**

The killing of another person through gross negligence

## **Sex Offenses**

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

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

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

C. **Date Rape Drug:** Under Clery, the administration of a date rape drug in an unsuccessful attempt to incapacitate and sexually assault the victim, and investigation determines that the perpetrator's attempt was to commit a sex offense, is a sexual assault. Administration of a date rape drug in which intent cannot be proven is an Aggravated Assault.

## **Sex Offenses, Nonforcible: Unlawful, nonforcible sexual intercourse**

A. **Incest:** Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

B. **Statutory Rape:** Nonforcible sexual intercourse with a person who is under the statutory age of consent.

## **Domestic violence**

An act of violence is considered to be “domestic violence” when the offense is committed against a current or former spouse of the defendant or a child of that person, a person living as a spouse or who formerly lived as a spouse with the defendant or a child of that person, a parent, grandparent, child, grandchild or someone similarly situated to the defendant, a person who has a current or former dating relationship with the defendant, or a person with whom the defendant has had a biological or legally adopted child.

A person is guilty of simple domestic violence who:

- (i) Attempts to cause or purposely, knowingly or recklessly causes bodily injury to another;
- (ii) Negligently causes bodily injury to another with a deadly weapon or other means likely to produce death or serious bodily harm; or
- (iii) Attempts by physical menace to put another in fear of imminent serious bodily harm.

A person is guilty of aggravated domestic violence who:

- (i) Attempts to cause serious bodily injury to another, or causes such an injury purposely, knowingly or recklessly under circumstances manifesting extreme indifference to the value of human life;
- (ii) Attempts to cause or purposely or knowingly causes bodily injury to another with a deadly weapon or other means likely to produce death or serious bodily harm; or
- (iii) Strangles, or attempts to strangle another.

## **Dating Relationship**

“Dating relationship” means a social relationship of a romantic or intimate nature between two (2) individuals; it does not include a casual relationship or ordinary fraternization between two (2) individuals in a business or social context. Whether a relationship is a “dating relationship” shall be determined by examining the following factors:

- (i) The length of the relationship; (ii) The type of relationship; and (iii) The frequency of interaction between the two (2) individuals involved in the relationship.



## **Stalking**

Any person who purposefully engages in a course of conduct directed at a specific person, or who makes a credible threat, and who knows or should know that the conduct would cause a reasonable person to fear for his or her own safety, to fear for the safety of another person, or to fear damage or destruction of his or her property, is guilty of the crime of stalking

## **Robbery**

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

## **Aggravated Assault**

This assault is an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed. Aggravated assault includes poisoning (date rape drug, etc.)

## **Burglary**

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

## **Motor Vehicle Theft**

This includes the theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access, even though the vehicles are later abandoned, including joy riding).

## **Arson**

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

## **Liquor Law Violations**

The violation of laws or ordinance prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

## **Drug Abuse Violations**

These include violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

## **Weapon Law Violations**

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

the aforementioned.

### **Clery Act Hate/Bias Crimes**

A hate crime is defined as any crime that manifests evidence that a victim was selected because of his/her actual or perceived race; gender; gender identity; religion; sexual orientation; ethnicity; national origin or disability. A hate crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. If the facts of the case indicate that the offender was motivated to commit the offense because of his/her bias against the victim's perceived race; gender; gender identity; religion; sexual orientation; ethnicity; national origin or disability, the crime is classified as a hate crime.

Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, gender identity, religion, disability, sexual orientation, ethnicity or national origin. Although there are many possible categories of bias, under the Clery Act, only the following eight categories are reported:

A. **Race:** A preformed negative attitude toward a group of persons who possess common physical characteristics (*e.g.*, color of skin, eyes, and/or hair; facial features, etc.) genetically transmitted by descent and heredity, which distinguish them as a distinct division of humankind (*e.g.*, Asians, blacks, whites).

B. **Gender:** A preformed negative opinion or attitude toward a group of persons because those persons are male or female.

C. **Gender Identity:** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, *e.g.*, bias against transgender or gender non-conforming individuals.

D. **Religion:** A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, *e.g.*, Catholics, Jews, Protestants, atheists.

E. **Sexual Orientation:** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived sexual orientation.

F. **Ethnicity:** A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term race in that "race" refers to grouping based mostly upon biological criteria, while "ethnicity" also encompasses additional cultural factors.

G. **National Origin:** A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs and/or traditions.

H. **Disability:** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

JCJC is required to report statistics for hate/bias crimes by the type of bias for the prior listed offenses (see definitions above) as well as the crimes of larceny, simple assault, intimidation and vandalism (see definitions below). **The below listed crimes are not Clery reportable crimes unless the crime was**

**motivated by bias.** If a hate crime occurs during an incident involving larceny, simple assault, intimidation or vandalism, Clery law requires that the statistic be reported as a hate crime even though these four crime classifications by themselves are not Clery-reportable crimes.

A. **Larceny-Theft:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

B. **Simple Assault:** An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

C. **Intimidation:** To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

D. **Destruction/Damage/Vandalism of Property (Except "Arson"):** To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

### **Good Faith Effort to Collect Statistics from Local Law Enforcement Agencies**

As a good-faith effort to collect crime statistics for all Clery Act crimes committed in applicable Clery Act geographic locations, as defined below, the JCJC Campus Police Department requests such statistics from appropriate law enforcement jurisdictions. In some cases, however, law enforcement agencies are not able to provide statistics as requested.

### **Clery Act Geographic Categories**

Statistics are provided for the most recent calendar year (2014) and the preceding two calendar years (2013 and 2012). The charts that follow disclose statistics for offenses committed in certain geographic locations associated with the institution. These locations have definitions specific to the Clery Act and are described as follows:

#### **On Campus**

Any building or property owned or controlled by the College within the same reasonably contiguous geographic area and used by the College in direct support of, or in a manner related to, the College's educational purposes, including residence halls and any building or property that is within or reasonably contiguous that is owned by the College but controlled by another person, is frequently used by students, and supports institutional purposes, such as a food or other retail vendor. (Campus map used for data collection of campus crime statistics: <http://www.jcjc.edu/maps/>).

#### **Non-Campus Building or Property**

Any building or property owned or controlled by the College 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; or any building or property owned or controlled by a student organization that is officially recognized by the College.

#### **Public Property**

All public property includes thoroughfares, streets, sidewalks, and parking facilities within the campus, or immediately adjacent to and accessible from the campus.

## Criminal Offenses - On campus

Total occurrences on campus

	2013	2014	2015
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offense - 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	6
l. Motor vehicle theft	0	0	0
m. Arson	0	0	0

## Criminal Offenses - On-campus Student Housing Facilities

Total occurrences in On- campus  
Student Housing Facilities

	2013	2014	2015
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offense - 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	4
l. Motor vehicle theft	0	0	0
m. Arson	0	0	0

## Criminal Offenses - Noncampus

Total occurrences in or on Noncampus  
Buildings or Property

	2013	2014	2015
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offense - 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

	2013	2014	2015
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offense - 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

## Hate Crimes – On campus

Occurrences of Hate crimes									
	Category of Bias for crimes reported in 2015								
Criminal offence	2015 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
b. Negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Sex offense - Forcible	0	0	0	0	0	0	0	0	0
d. Rape	0	0	0	0	0	0	0	0	0
e. Fondling	0	0	0	0	0	0	0	0	0
f. Sex offenses – Non Forcible	0	0	0	0	0	0	0	0	0
g. Incest	0	0	0	0	0	0	0	0	0
h. Statutory rape	0	0	0	0	0	0	0	0	0
i. Robbery	0	0	0	0	0	0	0	0	0
j. Aggravated assault	0	0	0	0	0	0	0	0	0
k. Burglary	0	0	0	0	0	0	0	0	0
l. Motor vehicle theft	0	0	0	0	0	0	0	0	0
m. Arson	0	0	0	0	0	0	0	0	0
n. Simple assault	0	0	0	0	0	0	0	0	0
o. Larceny-theft	0	0	0	0	0	0	0	0	0
p. Intimidation	0	0	0	0	0	0	0	0	0
q. Destruction/damage/Vandalism of property	0	0	0	0	0	0	0	0	0

**Category of Bias for crimes reported in 2014**

Criminal offence	<b>2014 Total</b>	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder/Non negligent manslaughter	0	0	0	0	0	0	0	0	0
b. Negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Sex offense - Forcible	0	0	0	0	0	0	0	0	0
d. Rape	0	0	0	0	0	0	0	0	0
e. Fondling	0	0	0	0	0	0	0	0	0
f. Sex offenses – Non Forcible	0	0	0	0	0	0	0	0	0
g. Incest	0	0	0	0	0	0	0	0	0
h. Statutory rape	0	0	0	0	0	0	0	0	0
i. Robbery	0	0	0	0	0	0	0	0	0
j. Aggravated assault	0	0	0	0	0	0	0	0	0
k. Burglary	0	0	0	0	0	0	0	0	0
l. Motor vehicle theft	0	0	0	0	0	0	0	0	0
m. Arson	0	0	0	0	0	0	0	0	0
n. Simple assault	0	0	0	0	0	0	0	0	0
n. Larceny-theft	0	0	0	0	0	0	0	0	0
o. Intimidation	0	0	0	0	0	0	0	0	0
p. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0	0	0

**Occurrences of Hate crimes**

**Category of Bias for crimes reported in 2013**

Criminal offence	<b>2013 Total</b>	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
b. Negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Sex offense - Forcible	0	0	0	0	0	0	0	0	0
d. Rape	0	0	0	0	0	0	0	0	0
e. Fondling	0	0	0	0	0	0	0	0	0
f. Sex offenses – Non Forcible	0	0	0	0	0	0	0	0	0
g. Incest	0	0	0	0	0	0	0	0	0
h. Statutory rape	0	0	0	0	0	0	0	0	0
i. Robbery	0	0	0	0	0	0	0	0	0
j. Aggravated assault	0	0	0	0	0	0	0	0	0
k. Burglary	0	0	0	0	0	0	0	0	0
l. Motor vehicle theft	0	0	0	0	0	0	0	0	0
m. Arson	0	0	0	0	0	0	0	0	0
n. Simple assault	0	0	0	0	0	0	0	0	0
o. Larceny-theft	0	0	0	0	0	0	0	0	0
p. Intimidation	0	0	0	0	0	0	0	0	0
q. Destruction/damage/ Vandalism of property	0	0	0	0	0	0	0	0	0

# Hate Crimes – On campus / Student Housing Facilities

Occurrences of Hate crimes									
Category of Bias for crimes reported in 2015									
Criminal offence	2015 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
b. Negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Sex offense - Forcible	0	0	0	0	0	0	0	0	0
d. Rape	0	0	0	0	0	0	0	0	0
e. Fondling	0	0	0	0	0	0	0	0	0
f. Sex offenses – Non Forcible	0	0	0	0	0	0	0	0	0
g. Incest	0	0	0	0	0	0	0	0	0
h. Statutory rape	0	0	0	0	0	0	0	0	0
i. Robbery	0	0	0	0	0	0	0	0	0
j. Aggravated assault	0	0	0	0	0	0	0	0	0
k. Burglary	0	0	0	0	0	0	0	0	0
l. Motor vehicle theft	0	0	0	0	0	0	0	0	0
m. Arson	0	0	0	0	0	0	0	0	0
n. Simple assault	0	0	0	0	0	0	0	0	0
o. Larceny-theft	0	0	0	0	0	0	0	0	0
p. Intimidation	0	0	0	0	0	0	0	0	0
q. Destruction/damage/Vandalism of property	0	0	0	0	0	0	0	0	0

Category of Bias for crimes reported in 2014									
Criminal offence	2014 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
b. Negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Sex offense - Forcible	0	0	0	0	0	0	0	0	0
d. Rape	0	0	0	0	0	0	0	0	0
e. Fondling	0	0	0	0	0	0	0	0	0
f. Sex offenses – Non Forcible	0	0	0	0	0	0	0	0	0
g. Incest	0	0	0	0	0	0	0	0	0
h. Statutory rape	0	0	0	0	0	0	0	0	0
i. Robbery	0	0	0	0	0	0	0	0	0
j. Aggravated assault	0	0	0	0	0	0	0	0	0
k. Burglary	0	0	0	0	0	0	0	0	0
l. Motor vehicle theft	0	0	0	0	0	0	0	0	0
m. Arson	0	0	0	0	0	0	0	0	0
n. Simple assault	0	0	0	0	0	0	0	0	0
o. Larceny-theft	0	0	0	0	0	0	0	0	0
p. Intimidation	0	0	0	0	0	0	0	0	0
q. Destruction/damage/Vandalism of property	0	0	0	0	0	0	0	0	0

## Occurrences of Hate crimes

### Category of Bias for crimes reported in 2013

Criminal offence	2013 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
b. Negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Sex offense - Forcible	0	0	0	0	0	0	0	0	0
d. Rape	0	0	0	0	0	0	0	0	0
e. Fondling	0	0	0	0	0	0	0	0	0
f. Sex offenses – Non Forcible	0	0	0	0	0	0	0	0	0
g. Incest	0	0	0	0	0	0	0	0	0
h. Statutory rape	0	0	0	0	0	0	0	0	0
i. Robbery	0	0	0	0	0	0	0	0	0
j. Aggravated assault	0	0	0	0	0	0	0	0	0
k. Burglary	0	0	0	0	0	0	0	0	0
l. Motor vehicle theft	0	0	0	0	0	0	0	0	0
m. Arson	0	0	0	0	0	0	0	0	0
n. Simple assault	0	0	0	0	0	0	0	0	0
o. Larceny-theft	0	0	0	0	0	0	0	0	0
p. Intimidation	0	0	0	0	0	0	0	0	0
q. Destruction/damage/Vandalism of property	0	0	0	0	0	0	0	0	0

## Hate Crimes – Non campus

### Occurrences of Hate crimes

#### Category of Bias for crimes reported in 2015

Criminal offence	2015 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
b. Negligent manslaughter	0	0	0	0	0	0	0	0	0
Sex offense - Forcible	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
Sex offenses – Non Forcible	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0	0	0
Robbery	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
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/Vandalism of property	0	0	0	0	0	0	0	0	0



**Category of Bias for crimes reported in 2014**

Criminal offence	2014 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
b. Negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Sex offense - Forcible	0	0	0	0	0	0	0	0	0
d. Rape	0	0	0	0	0	0	0	0	0
e. Fondling	0	0	0	0	0	0	0	0	0
f. Sex offenses – Non Forcible	0	0	0	0	0	0	0	0	0
g. Incest	0	0	0	0	0	0	0	0	0
h. Statutory rape	0	0	0	0	0	0	0	0	0
i. Robbery	0	0	0	0	0	0	0	0	0
j. Aggravated assault	0	0	0	0	0	0	0	0	0
k. Burglary	0	0	0	0	0	0	0	0	0
l. Motor vehicle theft	0	0	0	0	0	0	0	0	0
m. Arson	0	0	0	0	0	0	0	0	0
n. Simple assault	0	0	0	0	0	0	0	0	0
o. Larceny-theft	0	0	0	0	0	0	0	0	0
p. Intimidation	0	0	0	0	0	0	0	0	0
q. Destruction/damage/ Vandalism of property	0	0	0	0	0	0	0	0	0

**Occurrences of Hate crimes**

**Category of Bias for crimes reported in 2013**

Criminal offence	2013 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
b. Negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Sex offense - Forcible	0	0	0	0	0	0	0	0	0
d. Rape	0	0	0	0	0	0	0	0	0
e. Fondling	0	0	0	0	0	0	0	0	0
f. Sex offenses – Non Forcible	0	0	0	0	0	0	0	0	0
g. Incest	0	0	0	0	0	0	0	0	0
h. Statutory rape	0	0	0	0	0	0	0	0	0
i. Robbery	0	0	0	0	0	0	0	0	0
j. Aggravated assault	0	0	0	0	0	0	0	0	0
k. Burglary	0	0	0	0	0	0	0	0	0
l. Motor vehicle theft	0	0	0	0	0	0	0	0	0
m. Arson	0	0	0	0	0	0	0	0	0
n. Simple assault	0	0	0	0	0	0	0	0	0
o. Larceny-theft	0	0	0	0	0	0	0	0	0
p. Intimidation	0	0	0	0	0	0	0	0	0
q. Destruction/damage/Vandalism of property	0	0	0	0	0	0	0	0	0

# Hate Crimes – Public Property

Occurrences of Hate crimes									
Category of Bias for crimes reported in 2015									
Criminal offence	2015 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
b. Negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Sex offense - Forcible	0	0	0	0	0	0	0	0	0
d. Rape	0	0	0	0	0	0	0	0	0
e. Fondling	0	0	0	0	0	0	0	0	0
f. Sex offenses – Non Forcible	0	0	0	0	0	0	0	0	0
g. Incest	0	0	0	0	0	0	0	0	0
h. Statutory rape	0	0	0	0	0	0	0	0	0
i. Robbery	0	0	0	0	0	0	0	0	0
j. Aggravated assault	0	0	0	0	0	0	0	0	0
k. Burglary	0	0	0	0	0	0	0	0	0
l. Motor vehicle theft	0	0	0	0	0	0	0	0	0
m. Arson	0	0	0	0	0	0	0	0	0
n. Simple assault	0	0	0	0	0	0	0	0	0
o. Larceny-theft	0	0	0	0	0	0	0	0	0
p. Intimidation	0	0	0	0	0	0	0	0	0
q. Destruction/damage/ Vandalism of property	0	0	0	0	0	0	0	0	0

Category of Bias for crimes reported in 2014									
Criminal offence	2014 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
b. Negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Sex offense - Forcible	0	0	0	0	0	0	0	0	0
d. Rape	0	0	0	0	0	0	0	0	0
e. Fondling	0	0	0	0	0	0	0	0	0
f. Sex offenses – Non Forcible	0	0	0	0	0	0	0	0	0
g. Incest	0	0	0	0	0	0	0	0	0
h. Statutory rape	0	0	0	0	0	0	0	0	0
i. Robbery	0	0	0	0	0	0	0	0	0
j. Aggravated assault	0	0	0	0	0	0	0	0	0
k. Burglary	0	0	0	0	0	0	0	0	0
l. Motor vehicle theft	0	0	0	0	0	0	0	0	0
m. Arson	0	0	0	0	0	0	0	0	0
n. Simple assault	0	0	0	0	0	0	0	0	0
o. Larceny-theft	0	0	0	0	0	0	0	0	0
p. Intimidation	0	0	0	0	0	0	0	0	0
q. Destruction/damage/ Vandalism of property	0	0	0	0	0	0	0	0	0

## Occurrences of Hate crimes

### Category of Bias for crimes reported in 2013

Criminal offence	2013 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
b. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
b. Negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Sex offense - Forcible	0	0	0	0	0	0	0	0	0
d. Rape	0	0	0	0	0	0	0	0	0
e. Fondling	0	0	0	0	0	0	0	0	0
f. Sex offenses – Non Forcible	0	0	0	0	0	0	0	0	0
g. Incest	0	0	0	0	0	0	0	0	0
h. Statutory rape	0	0	0	0	0	0	0	0	0
i. Robbery	0	0	0	0	0	0	0	0	0
j. Aggravated assault	0	0	0	0	0	0	0	0	0
k. Burglary	0	0	0	0	0	0	0	0	0
l. Motor vehicle theft	0	0	0	0	0	0	0	0	0
m. Arson	0	0	0	0	0	0	0	0	0
n. Simple assault	0	0	0	0	0	0	0	0	0
o. Larceny-theft	0	0	0	0	0	0	0	0	0
p. Intimidation	0	0	0	0	0	0	0	0	0
q. Destruction/damage/Vandalism of property	0	0	0	0	0	0	0	0	0

### VAMA Offenses – On Campus

Crime	Total occurrences On Campus		
	2013	2014	2015
a. Domestic violence		0	0
b. Dating violence		0	0
c. Stalking		0	0

### VAWA Offenses - On Campus Student Housing Facilities

Crime	Total occurrences in On Campus Student Housing Facilities		
	2013	2014	2015
a. Domestic violence		0	0
b. Dating violence		0	0
c. Stalking		0	0

## VAWA Offenses – Public Property

		Total occurrences on Public Property	
Crime	2013	2014	2015
a. Domestic violence		0	0
b. Dating violence		0	0
c. Stalking		0	0

## VAWA Offenses – Noncampus

		Total occurrences in or on Noncampus building or property	
Crime	2013	2014	2015
a. Domestic violence		0	0
b. Dating violence		0	0
c. Stalking		0	0

## VAWA Offenses - Public Property

		Total occurrences on Public property	
Crime	2013	2014	2015
a. Domestic violence		0	0
b. Dating violence		0	0
c. Stalking		0	0

## Arrests - On campus

<b>Do NOT include drunkenness or driving under the influence in Liquor law violations.</b>			
	Number of Arrests		
Crime	2013	2014	2015
a. Weapons: carrying, possessing, etc.	1	0	4
b. Drug abuse violations	7	4	3
c. Liquor law violations	1	2	0

## Arrests - On-campus Student Housing Facilities

<b>Do NOT include drunkenness or driving under the influence in Liquor law violations.</b>			
	Number of Arrests		
Crime	2013	2014	2015
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	2	4	1
c. Liquor law violations	1	2	0

## Arrests – Noncampus

<b>Do NOT include drunkenness or driving under the influence in Liquor law violations.</b>			
	Number of Arrests		
Crime	2013	2014	2015
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	1	0	0
c. Liquor law violations	0	0	0

## Arrests - Public Property

<b>Do NOT include drunkenness or driving under the influence in Liquor law violations.</b>			
	Number of Arrests		
Crime	2013	2014	2015
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

<b>Do NOT include drunkenness or driving under the influence in Liquor law violations.</b>			
<b>Do not include disciplinary actions that were strictly for school policy violations.</b>			
<b>If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.</b>			
	Number of persons referred for Disciplinary Action		
Crime	2013	2014	2015
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	4	1	9
c. Liquor law violations	2	2	5

## Disciplinary Actions - On-campus Student Housing Facilities

<b>Do NOT include drunkenness or driving under the influence in Liquor law violations.</b>			
<b>Do not include disciplinary actions that were strictly for school policy violations.</b>			
<b>If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.</b>			
	Number of persons referred for Disciplinary Action		
Crime	2013	2014	2015
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	6
c. Liquor law violations	2	0	4

## Disciplinary Actions – Noncampus

<b>Do NOT include drunkenness or driving under the influence in Liquor law violations.</b> <b>Do not include disciplinary actions that were strictly for school policy violations.</b> <b>If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.</b>			
Crime	Number of persons referred for Disciplinary Action		
	2013	2014	2015
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

<b>Do NOT include drunkenness or driving under the influence in Liquor law violations.</b> <b>Do not include disciplinary actions that were strictly for school policy violations.</b> <b>If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.</b>			
Crime	Number of persons referred for Disciplinary Action		
	2013	2014	2015
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0

## Unfounded Crimes

<b>The total number of unfounded crimes should include all criminal offenses, hate crimes, arrests or disciplinary action referrals for weapons, drug or liquor law violations, and domestic violence, dating violence, or stalking incidents that have been unfounded.</b> <b>If a reported crime is investigated by law enforcement authorities and found to be false or baseless, the crime is "unfounded". Only sworn or commissioned law enforcement personnel may unfound a crime.</b> <b>Count unfounded crimes in the year in which they were originally reported.</b>			
	Number		
	2013	2014	2015
a. Total unfounded crimes	0	0	0





of the victim; and/or release of such information would jeopardize any component of an ongoing criminal investigation.

### **BOBCAT ALERT TEXT MESSAGING SYSTEM**

Jones County Junior College strives to provide a safe learning environment for our students, employees, and visitors. As a part of this effort, JONES is equipped with a text-message and email emergency alert system. Students may enter two cell phone numbers and two email addresses. (we suggest using parents or spouse as second phone number and email) All enrolled students are entered into the alert system using telephone information provided on the Admissions Application. A link to the system is emailed to students at the beginning of each semester giving login instructions for updating information. The system is used only for school closings, emergency situations, monthly tests and important registration messages.

In exceptional emergency circumstances, the college will, in the sole judgment of the Vice President of Student Affairs, Dean of Students or Chief of Police, take responsibility for unilaterally activating the Alert system. In such cases, the college will operate the Alert system for as long as it deems necessary to effectively notify the campus of emergency situations, while at the same time contacting the Campus Incident Commander and the Office of the President of such action.

Situations in which the college will unilaterally activate and operate the Bobcat Alert System include, but are not limited to:

1. Murder on campus, where the suspect (known or unknown) is still at large;
2. Tornado Warning on campus;
3. Bomb Threat on campus;
4. A violent on-campus sexual assault, where the suspect (known or unknown) is still at large;
5. A violent on-campus assault, where the suspect (known or unknown) is still at large;
6. A violent intruder on-campus, where the suspect (known or unknown) is still at large;
7. A fire in a residence hall with suspected injuries and/or substantial damage;
8. A serious chemical or gas leak or spill where the immediate need is to have people keep clear of the area;
9. Any other emergency where it is imperative the community receive immediate notification.

### **Determination of Notification to All or Part of the Campus**

The Office of Student Affairs and Campus Police Department will determine which specific segment(s) of the College community to alert where the potential danger and/or threat is limited to a particular building or segment of the population. If it is determined through a continuing assessment of the situation that additional segments of the College community may be at risk, those segments may also be notified. In cases where circumstances threaten the operations of the College community as a whole, the entire campus community will be notified.

### **Tests of the Bobcat Alert System**

Tests to the system are conducted each semester.

### **EMERGENCY RESPONSE AND EVACUATION PROCEDURES**

The emergency information page located at: <http://www.jcjc.edu/emergency/> provides information relevant to fires, building evacuation procedures, suspicious packages, bomb threats, and suspicious behavior/persons of concern, active shooters and other emergency situations. Training of housing personnel and drills relevant to emergencies on campus are ongoing. Emergency evacuation drills of the residence halls are conducted throughout the year.

## General Guidelines for Emergency

Once the emergency conditions have been determined, the Emergency Operations Coordinator will take the following measures:

1. Notify and mobilize members of the Emergency Operations Team.
2. Academic, Administrative and Information Technology divisions will be notified along with all building supervisors.
  - a. Staff will be informed of emergency and follow emergency instructions as described in this guide.
  - b. Inform all students, staff and faculty to conform to building evacuation procedure during any emergency and to report to a designated campus assembly area outside the building.
3. Cafeteria services will be notified and if necessary, placed on alert so that they may plan for meals especially should the campus lose essential utilities.
4. Off-duty physical plant staff and Emergency Operations personnel will be put on alert and advised to be prepared for work.

### Lock Down During Class:

#### Emergency Lock-Down Procedures

- ◆ Close the door, lock if possible, or barricade the door with tables and chairs
- ◆ Have students sit on the floor and close curtain and/or shades
- ◆ Stay away from windows and doors
- ◆ Avoid making any noise and listen carefully for further instruction
- ◆ Provide medical aid as necessary
- ◆ Remain in **Lock-Down**, until evacuated by Law Enforcement or the Lock Down is cleared with a notice from the mass notification system or campus personnel.
- ◆ If evacuated, bring a role if possible, stay with the class to the evacuation zone.

### Lock Down in Other Areas:

- ◆ If in a large room, open area or office, stay there.
- ◆ Allow students into unlocked offices, cafeteria, rooms, etc. and lock the doors.
- ◆ Lock exterior doors to the building, if possible
- ◆ Move students out of the line of sight. Have them sit on the floor
- ◆ Provide medical attention as necessary
- ◆ Remain in **Lock-Down** until evacuated by Law Enforcement or the Lock-Down is cleared with a notice from the mass notification system or campus personnel.
- ◆ If evacuated stay with your group to the evacuation zone and submit a list of names of person's who were with you in the room if possible.

### Sporting Events and Large Public Gatherings:

- ◆ Emergency Responders may not be immediately available to direct your actions
- ◆ Follow your instincts
- ◆ If the situation seems worse or out of control or dangerous, put some distance between yourself and the incident
- ◆ Become familiar with the locations of all the exits
- ◆ Move to a safe area away from the location
- ◆ Don't attempt to find out what's going on, just go; be calm help others around you ◆  
Evacuate to area's as instructed

**\*Understand that once Law Enforcement arrives they are in control of the incident. Any evacuation procedures may be done at their discretion.**

## SEVERE WEATHER CONDITIONS

Two weather sirens were installed on the campus for detecting severe weather. During clear and sunny weather, the sirens will be tested on the 1st Tuesday in each month at 11:00a.m. The sirens blow warnings only; they do not blow all-clears. The following storm warnings used by the Weather Bureau are defined in the order of severity.

1. SEVERE WEATHER WATCH - Means that weather conditions are such that severe thunderstorms may develop. **Severe Weather Watch--Building supervisors should prepare severe weather plans of operation.**
2. SEVERE WEATHER WARNING - Means that a severe thunderstorm has developed and probably will affect those areas stated in the weather bulletin. **Severe Weather Warning— Building supervisors should continue the watch and be prepared to take action as necessary.**

As severe weather conditions approaches Jones County Junior College, frequent updates will be received by Campus Police and Student Affairs representatives via the National Weather Service, Web site <http://www.weather.com> and local radio/TV stations. This essential information will be transmitted to students, faculty and staff to allow the maximum amount of time to prepare and make decisions effecting the operations of the college and safety.

### Recommended Action:

1. **Be alert to latest weather updates**
2. **Be prepared to move to a safer location.**

## A. TORNADOES

1. Tornado Watch--A tornado watch is a forecast of the possibility of developing tornadoes in a large area.
2. Tornado Warning--Means that a tornado has been sighted and is approaching the area. Tornadoes vary in magnitude from low velocity winds, which produce small forces on existing structures to high velocity winds that produce large forces and result in heavy damage to structures and other objects in their path. In general, most structures offer little resistance to the physical forces produced by a tornado, whereas, steel framed and reinforced concrete structures may survive resulting force with minor damage. The major forces produced by the tornado phenomena are as follows:
  1. Wind Action - High velocity winds which rotate around a translating vertical axis and produce dynamic forces on structures and other objects encountered.
  2. Impact of Missiles -usually a considerable amount of debris is suspended in the high velocity winds of a tornado. These objects act as missiles and produce damage to structures and other objects in their path.

### RECOMMENDED ACTION

1. Tornado Watch--The Campus Police will notify building supervisors via different types of communication media of impending weather conditions. Upon receiving notification of a tornado the resident hall supervisor should notify students of the weather condition.
2. Tornado Warning--The building supervisors will relocate faculty/staff/students to areas offering the greatest resistance to tornadoes, preferably lowest levels in each building in the hall areas away from windows, glass, etc... SKETCHES OF BEST AREAS OF PROTECTION ARE POSTED ON THE BUILDINGS SAFETY BULLETIN BOARD. Follow sketches for best area of protection to relocate students to safest area in building.

### RESIDENT HALL PROCEDURES

- A. Public Warning Signal (weather siren) --a five-minute steady blast of the emergency preparedness siren is activated. The signal may be repeated as necessary.
- B. The emergency situation should be monitored constantly.
- C. Residents should proceed to lowest floor of the building. Avoid windows, lobbies or other areas that have wide free spans overhead. Women residents should gather in first floor bathrooms. Residents of male dormitories should proceed to ground floor and gather in the center of the suite, which is the

bathroom facility.

D. If warning comes at night or early morning hours, residence hall personnel should wake everyone to ensure that each student is aware of the warning.

### **B. TORNADO SAFETY RULES**

1. Students should be moved from upper floors to first floor.
2. Get into the innermost portions of the building with the shortest span.
3. Avoid windows and glass doorways.
4. Do not use elevators.
5. Do not open windows.
6. Get into the inside hallways and close the doors to the outside rooms.
7. Building occupants should be seated on the floor with their backs to corridor walls. Coats and jackets, when available, could be used to cover heads, arms and legs, so as to reduce the injuries from flying debris. Protect your head and yourself by making as small a target as possible by crouching down.
8. Keep away from the ends of the hallways.

There is no guaranteed safe place during a tornado. Do not exit the building. **SEEK SHELTER IMMEDIATELY.** Designated safe areas are shaded on the diagram on the emergency boards in each building. In Mississippi, tornadoes usually approach an area from the southwest and generally move in a northeasterly direction. However, in a local area the path of the tornado may be erratic. Therefore, if a tornado is sighted anywhere in an area, safety precautions should be implemented.

### **FIRE EMERGENCIES**

1. In an emergency Dial: 9-911 first and notify Campus Police
2. Know the location of fire extinguishers, fire exits, and alarm systems in your area and know how to use them.
3. If a fire is present, activate the building alarm, evacuate and report the fire to campus police.
4. When the building evacuation alarm is sounded, walk quickly to the nearest marked exit and alert others to do the same.
5. Do not return to an evacuated building/site unless authorized by a member of the Emergency Operations Team.
6. During the evacuation, direct crowds away from fire hydrants, roadways, and clear sidewalks immediately adjacent to the building. Ask bystanders to assist in watching windows, doorways, etc., for persons that may be trapped inside.

### **DO NOT ATTEMPT TO RESCUE. NOTIFY EMERGENCY RESPONDENTS OR FIRE DEPARTMENT PERSONNEL.**

7. Building supervisors should notify Campus Police of breaks or suspected breaks in utility lines, which might present an additional hazard.
8. **EXPLOSIONS**--If an explosion should occur, remove the person or persons immediately from the site and extinguish the fire if possible. Sound the fire alarm and notify Campus Police. Notify EMS and the Campus Nurse immediately. Close all doors where explosions occur to isolate smoke and fire.

### **BOMB THREATS**

Any person receiving a bomb threat should attempt to obtain as much information about the threat as possible. Reference to the attached bomb threat call checklist/questionnaire will provide guidelines to the information sought if the threat is delivered by telephone. Threats on notes or similar "not live" communications will be preserved and forwarded to appropriate authorities. Threats will be evaluated on their individual circumstances. The decision to evacuate will come after circumstances of the threat are evaluated. All threats ultimately will be forwarded to the proper authorities for investigative purposes. Report threats immediately to Campus Police, the Assistant to the President the VP for Student Affairs and/or the Dean of Student Affairs. If it is determined that the report has merit, evacuation of buildings

will be directed by Campus Police and building supervisors. This should be done in an orderly manner. All persons not involved in search will be moved to a minimum of 300 feet away from building or as directed by officer in charge. If a bomb is found, technical assistance will be requested from the nearest bomb disposal unit. Campus Police along with official college personnel will determine whether evacuation is required.

a. *Evacuation Not Ordered* – The responding emergency team (campus police, Ellisville Police, etc.) in conjunction with employees in the affected area, might conduct a search. Employees will be asked to discreetly check their immediate work areas for any suspicious packages, devices, etc.

b. *Evacuation Ordered* – The employees of the building will be evacuated 2000 to 3000 feet from the building and responding emergency teams will conduct a search of the area. Employees in the affected area may be asked to assist in identifying or conduction a brief search under the direction of the Incident Commander.

### **Evacuation Procedures**

If an evacuation is required:

1. Calmly evacuate the building. Take all belongings with you unless asked to do otherwise and reconvene at a specific location outside (safe staging location identified by emergency personnel)
2. Faculty should carry a copy of the classroom roster with you if possible and take roll once outside and provide the results to a member of the emergency team.
3. DO NOT return to the building until advised to do so by emergency personnel. If you are directed to evacuate the campus, please follow the evacuation route provided to you by emergency personnel. Evacuation routes off campus are pre-designated based on where you are parked. Please note that routes may be adjusted depending on the emergency situation.

### **A. BOMB THREAT CALL CHECKLIST/QUESTIONNAIRE**

1. In what building is the bomb located?
2. Where in the building is the bomb located?
3. When is the bomb going to explode?
4. What does the bomb look like?
5. What will make the bomb detonate?
6. Why did you plant the bomb?
7. What is your name?

Listen to background noises and accents or other characteristics of the caller's voice. These may provide clues to assist police investigations. Document these observations for Police information. Obtain as much detailed information as possible about the bomb and its location. Legitimate callers usually wish to avoid injury or detection. Request more information by expressing a desire to save lives.

### **B. BOMB THREATS TO RESIDENCE HALLS**

In the event of a bomb threat, immediately notify:

1. The Director of Men's or Women's Housing
2. The Campus Police-- will notify proper officials
3. The proper building will be evacuated until further notice.

If evacuation is made:

1. Do not touch any suspicious objects.
2. Report anything out of the ordinary to residence hall personnel.
3. Evacuation should be to a minimum of 300 feet.

Investigator's report:

1. If you receive the call, make yourself available to investigating officers.
2. Do not discuss the call with other personnel.

## **Violent or Criminal Behavior**

**The Campus Police Department provides 24-hour assistance on campus. Immediately contact campus police personnel if hostile or violent behavior, actual or potential, is witnessed.**

- a. Initiate immediate contact with Campus Police officers to ensure that a timely response is in route before a situation becomes uncontrollable.
- b. Leave the immediate area whenever possible and direct others to do so.
- c. Should gunfire or explosives hazard the campus, you should take cover immediately using all available concealment. Close and lock doors when possible to separate yourself and others from the armed suspect.
- d. In the event of a school shooting or other violent threat, immediately notify Campus Police. The campus police will then notify the proper authority and proper campus administrator. Officers in charge will evacuate all persons not directly involved from the area.

### **A. School Shooting Call Checklist**

1. Exact location of shooting.
2. Exact number of gunmen and their descriptions.
3. Probable firepower (guns, rifles, etc.)
4. Probable number of people in building.
5. Approximate number of possible injuries from eyewitness accounts. Obtain as much information as possible about the shooting and its location and possible injuries. Request more information by expressing a desire to save lives.

### **Violent Intruder**

In the event of a violent intruder on campus many decisions will be at the discretion of the instructor. There is no one plan that will work in every situation but here are some suggestions:

If the intruder is located outside but close to your building, close your classroom door and lock it if possible and close the window blinds.

Turn out the lights and move students to a location that would make it difficult for the intruder to see them. For example, if the intruder is walking outside your first story window have the students lay down along the wall closest to the window.

If the intruder is in your building, follow the above but have the students lay down along the wall with the door. It may also be beneficial to barricade the door but remember that you may also be blocking the only exit.

Should an intruder enter your classroom or office, try to remain calm. Talk to them using your name and the names of those around you as often as possible. Try not to talk in negative or threatening tones and always make things sound like they can have a positive end. Campus Police will call other law enforcement agencies and college officials as appropriate and will evacuate all persons to establish a perimeter around the affected area.

### **Assault Prevention**

1. Lock the doors to rooms at all time
2. Refrain from propping doors or entrances open
3. Refrain from allowing stranger to enter rooms or floors
4. Call Campus Police, building supervisor, instructors or resident hall staff for assistance when needed.
5. Walk with others while on campus
6. Report suspicious person/activities to residence hall staff or Campus Police immediately
7. Report crimes immediately to Campus Police
8. Take appropriate steps to secure personal property like jewelry, cell phones, stereos, etc.
9. Read, understand, and abide by the emergency operations handbook. 10. Provide input to the College about how the campus can be made safer. 11. Report instances of obscene or harassing phone calls or conversations.

## **EMERGENCY SPILL PROCEDURES**

In the event of a chemical spill, leak or potential release of hazardous materials, Jones County Junior College staff and students should:

- a. Identify material (dangerous or not).
- b. Evacuate the area.
- c. Check for nearby personnel to warn them of the dangers.
- d. The following information should be known at the time of the incident:
  1. Identification of the material
  2. Approximate quantity
  3. Location of the incident
  4. Time of incident
  5. Any injuries
  6. Location of person making call
- e. Contact—Direct questions to Campus Police at 601-477-4006.

## **TIMELY WARNING AND COMMUNITY NOTIFICATION**

### **Timely Warning**

A crime that occurs on campus property or public property that is enumerated in the Annual Security Report which, in the judgment of the Chief of Campus Police and/or the Vice President of Student Affairs, poses a continuing threat to members of the campus community will result in the issuance of a Timely Warning. The Timely Warning will be sent to the campus community through email. When determined appropriate, as soon as possible under the circumstances, flyers will be posted within selected areas on campus. Anyone with information warranting a notification should report the circumstances to Campus Police by phone (601-477-4006) or in person at the Campus Police Department. The notification will provide as much information as can be obtained from appropriate sources without jeopardizing an ongoing investigation and withholding as confidential the names of victims. Information in the notification will include a clearly stated warning, the location, time, and date incident occurred, a description of suspect(s), if available, and a brief overview.

### **Community Notification**

A crime or situation that occurs off-campus or on public property that is not enumerated in the Annual Security Report and is considered serious enough that the release of information concerning the event is warranted by Campus Police, may result in the issuance of a Community Notification to the campus community.

## **ANNUAL SECURITY REPORT POLICY STATEMENTS**

### **How to Report a Crime**

Please refer to page seven (7) of this document for information about how to report a crime.

### **Limited Voluntary Confidential Reporting**

While the College encourages all victims to report crimes to Campus Police, anyone may report a crime anonymously by filing a report online at <http://www.jcjc.edu/alert/>.

JCJC Professional Counselors, when acting as such, are not considered to be a Campus Security Authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

### **Campus Security Authorities**

Please refer to page seven (7) of this document for the information about which offices house Campus Security Authorities.

## **Campus Law Enforcement**

The Jones Campus Police Department is a team of professionals working to provide a safe environment for students, faculty, staff, and guests. The department is service-oriented and committed to the safety and well-being of Jones County Junior College. Officers are commissioned by Jones and the State of Mississippi and are authorized to make arrests and issue traffic citations for all types of violations of state laws, city of Ellisville ordinances, and college regulations. The department provides crime prevention and control, criminal investigation, traffic and parking supervision, disaster coordination, the maintenance of public order and other related services. The officers of the department are responsible for the enforcement of state and local laws. They also work closely with the Vice President of Student Affairs to ensure that safety policies and procedures are uniformly executed and conveyed in a clear and consistent manner to the College's students, faculty, and staff. The department functions as an independent law enforcement agency in situations requiring police assistance while still maintaining the autonomy of the College. The institution will protect victim confidentiality in publicly available records, to the extent permissible by law. The college will redact the name of a victim and information which could cause the identification of the victim from incident reports, and other Public Safety records which could be made public, involving reports of domestic violence, dating violence, sexual assault or stalking.

### **Memorandum of Understanding (MOU)**

Memoranda of Understanding (MOU) are in effect between Campus Police and the City of Ellisville Police Department and the Jones County Sheriff's Office to specify agreed-upon responsibilities, cooperative agency response and investigation, and intra-agency sharing of information critical to the safety and security of students attending the College.

### **Prompt and Accurate Reporting of Crimes**

All members of the campus community are encouraged to promptly report all crimes to law enforcement. Crimes occurring on-campus should be reported to Campus Police at 601-477-4006; and crimes occurring off-campus should be reported to the appropriate law enforcement jurisdiction by calling 911.

**Relationship Between Campus Counseling, Health Services and Victim Services** Campus counselors, campus health care providers and pastoral counselors are not required to submit numbers for preparation of this report. The Counseling Center and the Campus Clinic refer victims of crime to the Office of Student Affairs for victim assistance. Referrals to the Office of Student Affairs that meet the Clery Act reporting requirements are anonymously counted and included in the Annual Security Report. The Office of Student Affairs is the coordinator of the Annual Security Report.

### **Security Awareness Programs for Students and Employees**

During Jones UpClose orientation sessions throughout the summer, students are informed of services offered by the Campus Police Department and other offices at JCJC. This session also outlines ways to maintain personal safety on and off campus for students. Risk reduction techniques, sexual assault, dating violence, stalking prevention and response services are offered on a continual basis through collaboration of the Office of Student Affairs, the Student Success Center and the Housing Department. Residential students also attend mandatory meetings and are oriented to residence hall security procedures and policies.

### **Campus Safety Escort Program**

We encourage all members of the campus community to use common sense and practice good personal safety techniques at all times. Students and employees are encouraged to walk in pairs and groups especially in the dark. When this is not possible, please use the campus escort service. Available 24 hours a day, 7 days a week, this on-campus service is intended for those who need a security escort to/from class, residence hall or parking lots/facilities. To access the program, call 601-477-4006 and provide the following information to the dispatcher: name, phone number, current location, where you wish to go, and a physical description of yourself. Please remain in your car or wait in the building lobby until a Campus Police representative arrives. This program, staffed by the on-patrol officers, serves a community of over 5,000. Calls for escort service are dispatched immediately. However, a



significant delay in response time may be due to a high volume use of the program. If this occurs, please place your call again.

### **Silent Witness - JCJC Red Flag Alert System**

Any member of the campus community may anonymously report suspected criminal behavior or serious policy violations occurring on or around campus by accessing the JCJC Red Flag Alert System website at: <http://www.jcjc.edu/alert/>. The site offers an online form that is sent electronically to the Office of Student Affairs for review and collaboration with Campus Police to determine the appropriate response. Anyone having witnessed a questionable or suspicious act or behavior taking place is asked to notify us of the incident for the safety of all involved. Examples include but are not limited to:

- Questionable or suspicious acts or behavior.
- Knowledge of information or incidents that could cause harm.
- Knowledge of information or acts that could threaten University internal intelligence, information, reputation, and/or property.
- Knowledge of illegal actions, assaults, and/or drug or alcohol sale or usage.
- Expressions by others of feelings of depression, reduction of self-worth, and/or uselessness.

**This system does not replace emergency notification systems such as campus police and 911.**

### **Crime Prevention Programs**

Crime Prevention Programs on personal safety and theft prevention are sponsored by various campus departments throughout the year.

### **OFF-CAMPUS CRIMINAL ACTIVITY**

When a Jones County Junior College student is involved in an off-campus offense, campus police officers may assist with the investigation in cooperation with local, state, or federal law enforcement. The Campus Police Department and the City of Ellisville Police Department conduct joint patrols in some neighborhoods surrounding the campus on the weekends. JCJC operates no off-campus housing or off-campus student organization facilities; however, many students live in the neighborhoods surrounding the College. While the EPD has primary jurisdiction in the areas off campus, Campus Police can and do respond to student-related incidents that occur in close proximity to campus. Campus Police and the Ellisville Police Department engage in Joint Patrol to facilitate rapid response in an emergency situation. Students are alerted during orientation and through the *Student Handbook* that they can be held accountable for offenses which occur off campus and the offenses can be processed through the campus disciplinary system. The Office of Student Affairs receives regular communication about offenses from the EPD.

### **COMMUNITY NOTIFICATION AND CRIME MAP**

In compliance with the Clery Act, JCJC issues timely notices to notify the campus community of Clery Act crimes or other serious incidents that the College determines represent a serious and ongoing threat to the campus. The College distributes timely notices using a variety of means, including emails, text messages, flyers, and website announcements posted on the website at <http://www.jcjc.edu/alert/>.

### **Employee Training**

The College recently hosted a mandatory Harassment and Discrimination Prevention Training program for all faculty and staff. The development session covered crucial information regarding federal/state laws and college policies on Title IX and discrimination. Each session provided information about individual faculty and staff members' legal obligations to ensure compliance with laws prohibiting sexual harassment/assault and other forms of discrimination. In addition, the training provided information about the rights and the resources that are available to faculty and staff who experience discrimination, harassment, sexual assault, domestic violence or stalking on campus.

## **STUDENT AND EMPLOYEE ALCOHOL AND DRUG POLICIES**

### **Parental Notification and Alcohol and Drug Violations**

Jones County Junior College does not release to any third party, the educational record of students or other protected information without the written consent of the student in accordance to the Family

Rights and Privacy Act (FERPA). In 1998, however, amendments to FERPA gave colleges and universities the option to notify parents or guardians of a student's violation of any federal, state, or local law, or an institutional disciplinary policy relating to the use or possession of alcohol or a controlled substance. The amendment recognizes the cooperative partnership colleges have with parents and guardians that moves beyond enrollment to those times when intervention is a practical response to prevent the loss of a student's personal and collegiate goals.

In support of this mutual investment, an official of the College will notify parents or guardians (for students under the age of 21 at the time of notice) of the College's determination that the student violated federal, state or local law or College policy governing the use or possession of alcohol or a controlled substance.

### **ALCOHOL/DRUG ABUSE POLICY**

Approved 7-18-90 Revised 6-19-91, 1-21-97, 4-9-09, 4-3-12

In keeping with its educational mission, Jones County Junior College utilizes primarily educational strategies as the major approach to addressing problems related to the abuse of alcohol and other drugs by any member of the College community (students, faculty and staff). However, any member of the College community who violates the drug and alcohol policy will be subject to prosecution and punishment by the civil authorities and to disciplinary procedures of the College.

The Board of Trustees of Jones County Junior College adopted this policy to accomplish the following:

1. Aid in the prevention of alcohol and other drug abuse through strong educational efforts;
2. Encourage and facilitate the use of counseling services and rehabilitation programs by those members of the academic community who need them assistance with alcohol and other drug related problems;
3. Discipline appropriately those members of the academic community who engage in substance abuse and related behaviors.

#### **Educational Efforts**

Jones provides educational programs aimed at preventing the abuse of alcohol and other drugs. Educational efforts are directed toward all members of the academic community and includes information about the incompatibility of the abuse or sale of alcohol and other drugs with the goals of Jones County Junior College; the health hazards associated with the abuse of alcohol and other drugs; the incompatibility of alcohol and other drug abuse with the maximum achievement of educational, career, and other goals; and the potential legal consequences of involvement with alcohol and other drugs.

#### **Counseling and Rehabilitation Services**

Those students, faculty, or staff who seek assistance through the College for an alcohol or drug related problem shall be provided with information about counseling and rehabilitation services available through both college and community resources. Professional standards of confidentiality shall be observed at all times. Individuals are encouraged to voluntarily avail themselves of services. For those working in good faith with treatment or rehabilitation agencies, every attempt will be made to return the individual to full employment or student status.

#### **Disciplinary Actions**

Students, faculty members, administrators, and other employees are responsible, as citizens, for knowing about and complying with the provisions of Mississippi law that make it a crime to possess, sell, deliver, or manufacture those drugs designated collectively as "controlled substances" in Section 41-29-113 et seq of the Mississippi Statutes. The following minimum penalties shall be imposed for the particular offenses described.

#### **Sanctions Governing Illegal Drugs:**

Mississippi Code for Penalties can be found at  
Sanctions according to Policy:

<http://www.lexisnexis.com/hottopics/mscode/>

1. Trafficking in Illegal Drugs

- a. For the illegal manufacture, sale or delivery, or possession with intent to manufacture, sell or deliver, of any controlled substance identified in Schedules I and II of Section 41-29-113 and Section 41-29-115 of the Mississippi Statutes, (including, but not limited to heroin, cannabis, mescaline, lysergic acid diethylamide or LSD, opium, cocaine, amphetamine, MDMA or ecstasy, methaqualone), any student shall be expelled and any faculty member, administrator, or other employee shall be discharged.
- b. For a first offense involving the illegal manufacture, sale or delivery, or possession with intent to manufacture, sell or deliver, of any controlled substance identified in Schedules III through V of Section 41-29-117, Section 41-29-119, Section 41-29-121 of the Mississippi Statutes (including, but not limited to steroids, diazepam, phenobarbital), the minimum penalty shall be suspension from enrollment or from employment. For a second offense, any student shall be expelled and any faculty member, administrator, or staff employee shall be discharged.

## 2. Illegal Possession of Drugs

- a. For a first offense involving the illegal possession of any controlled substance identified in Schedules I or 132II of Section 41-29-113 and Section 41-29-115 of the Mississippi Statutes, the minimum penalty shall be suspension from enrollment or from employment.
- b. For a first offense involving the illegal possession of any controlled substance identified in Schedules III through V or Section 41-29-117, Section 41-29-119, and Section 41-29-121 of the Mississippi Statutes, the minimum penalty shall be probation for a period to be determined on a case-by-case basis. A person on probation may be required to participate in a drug education and counseling program, consent to regular drug testing and accept such other conditions and restrictions as the appropriate college official deems appropriate.
- c. Refusal or failure to abide by the terms of probation on second or other subsequent offenses involving the illegal possession of controlled substances, progressively more severe penalties shall be imposed, including expulsion of student and discharge of faculty members, administrators or employees.

## 3. Possession, Sale, or Consumption of Alcoholic Beverages

- a. Possession, sale, or consumption of alcoholic beverages on campus, or at off-campus college sponsored activities is prohibited. Alcoholic beverages include, but are not limited to beer, wine, distilled spirits, wine coolers, and liqueurs.
- b. State Laws are outlined as follows:
  - i. Drinking Age
 

The legal drinking age in Mississippi is 21. -Selling, giving or serving alcoholic beverages to persons under 21 is unlawful. -In Mississippi, this law extends to possession of alcoholic beverages by anyone under 21. -It is unlawful for any person to misrepresent or misstate his or her age in order to obtain alcoholic beverages. This includes the manufacture or use of false identification. Any person who violates any of these stated provisions shall be fined a maximum of \$500 and/or serve up to 30 days of community service.  
Section 67-3-70.
  - ii. D.U.I. (Driving while under the influence of alcohol or other drugs) Section 63-11-30 (2) provides: - A mandatory suspension of license for a period of not less than 90 days.
    1. Fines of up to \$1,000 and /or 48 hours in jail. - Mandatory attendance and completion of an alcohol safety education program. Subsequent offenses warrant larger fines, imprisonment, license suspension, and seizure of

vehicle. Commercial driving privileges will be suspended.

- iii. Under Mississippi's "zero tolerance for minors" code section, if a person under the age of 21 has a Blood Alcohol Concentration (BAC) of two one hundredths of a percent (0.02%) or more, but lower than eight one hundredths of a percent (0.08%), then that person shall be in violation of section 63-11- 30 (3) (a). Upon conviction of any person under the age of 21, such person shall have his driver's license suspended for 90 days and shall be fined \$250 and completion of alcohol and drug program.

#### 4. Federal Drug Trafficking Penalties

Federal penalties for drug trafficking are listed on the U.S. Drug Enforcement Administration's website at <http://www.justice.gov/dea/druginfo/ftp3.shtml>

In addition to the legal requirements and penalties above, students found to be in violation of this college policy will be subject to penalties under the student Code of Conduct.

Faculty and staff in violation of this college policy will be subject to disciplinary actions as outlined in college disciplinary procedures. Mandatory participation in rehabilitation and educational programs will be regulated by State and Federal statutes.

### **Conditions for Immediate Suspension**

When a student, faculty member, administrator, or other employee has been charged by the College with a violation of policies concerning alcohol and other drugs, he or she may be suspended from enrollment or employment before initiation or completion of regular disciplinary proceedings, if assuming the truth of the charges, the responsible authority concludes that the person's continued presence within the College community would constitute clear and immediate danger to the health or welfare of other members of the College community. An immediate suspension and subsequent hearing will be in accordance with college disciplinary procedures.

### **Civil Conviction for Drug and Alcohol Offenses**

If employees of Jones in performance of college duties within the scope of their employment are convicted of an offense related to drugs, they will be subject to the same penalties as the offense would warrant if the offense were committed on college property or at a college sponsored event. The term "conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with responsibility to determine violations of Federal or State criminal drug statutes. The individual involved is required to notify the College of the conviction or incident within five (5) working days following said conviction or incident.

The abuse of alcohol and/or drugs is harmful to the individual's health and may cause serious health problems, breakdowns the family structure, decreases productivity in the workplace, and impairs the education and learning process.

### **Health Risks**

#### **Alcohol**

Alcohol is absorbed directly into the bloodstream, physically affecting the whole body. Health risks associated with the abuse of alcohol include headaches, nausea, vomiting, weight gain, high blood pressure, impaired immune system, upper digestive tract cancer, liver disease, alcohol poisoning, which causes unconsciousness and even death. Other long-term effects of heavy alcohol use include loss of appetite, vitamin deficiencies, stomach ailments, sexual impotence, central nervous system damage, and memory loss.

## **Drugs**

The abuse of prescription drugs and “recreational” drugs come with potentially harmful side effects that can have serious and long-term effects on your health. Improper drug use can cause immediate life-threatening health problems such as heart attack, respiratory failure, and coma. Combining drugs with each other or with alcohol is especially dangerous. Barbiturates and tranquilizers are commonly abused prescription drugs. They can cause hangover-like symptoms, nausea, seizures, and coma. Overdose or mixing these drugs with alcohol can be fatal. Cocaine can cause such long-term problems as tremors, seizures, psychosis, and heart or respiratory failure. LSD can cause nausea, rapid heart rate, depression, and disorientation. Long-term effects include paranoia and psychosis. Marijuana and hashish can cause rapid heart rate and memory impairment soon after use. Long-term effects include cognitive problems, infertility, weakened immune system, and possible lung damage. Narcotics such as heroin can bring on respiratory and circulatory depression, dizziness, impotence, constipation, and withdrawal sickness. Overdoses can lead to seizures and death. PCP, in addition to triggering unpredictable and violent behavior, can cause dizziness, numbness, high heart rate and blood pressure, convulsions, and in high amounts fatal heart and lung failure or ruptured blood vessels. Stimulants such as amphetamines have health effects that include high heart rate and blood pressure, headache, blurred vision, dizziness, impotence, skin disorders, tremors, seizures, and psychosis.

## **Resources**

Drug and alcohol counseling and referral services are available to the College community through the various Guidance and Counseling Programs and the School Nurse. A complete listing of drug or alcohol counseling, treatment, rehabilitation, and re-entry programs is also available to employees and students of the College through these programs.

The College will impose disciplinary sanctions on students and employees as outlined in this policy for violation of the standards of conduct required by the Drug and Alcohol Abuse Prevention Program.

A biennial review of the Drug and Alcohol Abuse Prevention Program will be conducted to:

1. Determine its effectiveness and implement changes to the program as needed; and
2. To ensure that disciplinary sanctions described in the policy are consistently enforced.

A list of counseling centers is available in Student Affairs. More details and precise information on state penalties for illegal use and possession of alcohol are available in Student Affairs. The Crime and Punishment Chart for Mississippi and the Controlled Substance Uses & Effects are also found in Student Affairs.

## **CAMPUS SEXUAL VIOLENCE ELIMINATION ACT (SaVE Act)**

Jones County Junior College is committed to providing a safe learning and working environment. In compliance with federal law, specifically the Clery Act and the Campus Sexual Violence Elimination Act (SaVE Act), Jones County Junior College has adopted policies and procedures to prevent and respond to incidents of sexual assault, domestic violence, dating violence, and stalking. These guidelines apply to all members of the JCJC community (students, faculty, and staff) as well as contractors and visitors.

Jones County Junior College does not tolerate any form of actual or attempted sexual assault, domestic violence, dating violence, or stalking, as defined in this Policy. Such acts of violence are prohibited by policy, as well as state and federal laws. Violation of this policy would cause individuals to be subject to disciplinary actions, regardless of whether the individual is also facing criminal or civil charges in a court of law. More than one disciplinary action may be taken. Disciplinary actions that may be taken include, but are not limited to, admonitions, probation, suspension, and dismissal from the college and/or termination from employment. In addition, the college may take protective measures as appropriate, including no-contact orders, trespass notices, or other protective measures. The College will assist the complainant in changing academic, work, transportation or living situations if requested and if reasonably available. Campus Police will enforce court-ordered no-contact, restraining or protective

orders to the fullest extent of the law. The Student Affairs Committee may take action they deem appropriate for any violation of college regulations.

Jones County Junior College encourages any member of the JCJC community who has experienced sexual assault, domestic violence, dating violence, or stalking, or knows of another member of the community who has experienced sexual assault, domestic violence, dating violence, or stalking, to report the incident to the college. The incident should be immediately reported to Campus Police (601-477-4006), the Dean of Student Affairs (601-477-4030) or the Title IX Coordinator (601-477-4189). These offices will provide survivors of sexual assault, domestic violence, dating violence, and stalking with information about available support services and resources, and also assist any survivor in notifying law enforcement, including the local police, if the survivor elects to do so.

### **Retaliation and Intimidation**

Additionally, retaliation against individuals who initiate a sexual misconduct or violence complaint or who cooperate with an investigation of alleged sexual misconduct or violence is prohibited. For purposes of this policy, retaliation includes without limitation: intimidation, threats, harassment, and other adverse actions. Any such retaliation should be reported immediately to the Dean of Student Affairs or Title IX coordinator.

### **What constitutes sexual assault?**

Jones County Junior College defines sexual assault (including but not limited to rape) as any kind of sexual physical contact that involves force, or threat of force, coercion, fraud or intimidation, as well as any sexual physical contact with a person who is unable to consent. Sexual physical contact includes the intentional touching of another person on any area of the body generally recognized as an intimate part of the body, or touching any part of another person's body with an intimate part of one's own body. Sexual touching includes bodily contact or contact with an object.

A person who is unable to consent includes, but is not limited to, any unmarried person under age 17, anyone who is physically helpless, or anyone who is mentally incapacitated. A physically helpless person is considered to be one who is unconscious or for any other reason unable to communicate unwillingness to engage in any act. A mentally incapacitated person may be one who is under the influence of alcohol or a drug, or who is mentally incapable of understanding the implications and consequences of any act.

### **DEFINITIONS**

Jones County Junior College uses the following definitions as taken from the *Mississippi Code of 1972 Annotated*, the official code of the public statute laws of the State of Mississippi.

#### **Domestic violence**

An act of violence is considered to be “domestic violence” when the offense is committed against a current or former spouse of the defendant or a child of that person, a person living as a spouse or who formerly lived as a spouse with the defendant or a child of that person, a parent, grandparent, child, grandchild or someone similarly situated to the defendant, a person who has a current or former dating relationship with the defendant, or a person with whom the defendant has had a biological or legally adopted child.

A person is guilty of simple domestic violence who:

- (i) Attempts to cause or purposely, knowingly or recklessly causes bodily injury to another;
- (ii) Negligently causes bodily injury to another with a deadly weapon or other means likely to produce death or serious bodily harm; or
- (iii) Attempts by physical menace to put another in fear of imminent serious bodily harm.

A person is guilty of aggravated domestic violence who:

- (i) Attempts to cause serious bodily injury to another, or causes such an injury purposely, knowingly or recklessly under circumstances manifesting extreme indifference to the value of human life;
- (ii) Attempts to cause or purposely or knowingly causes bodily injury to another with a deadly weapon

or other means likely to produce death or serious bodily harm; or  
(iii) Strangles, or attempts to strangle another.

### **Dating Relationship**

“Dating relationship” means a social relationship of a romantic or intimate nature between two (2) individuals; it does not include a casual relationship or ordinary fraternization between two (2) individuals in a business or social context. Whether a relationship is a “dating relationship” shall be determined by examining the following factors:

(i) The length of the relationship; (ii) The type of relationship; and (iii) The frequency of interaction between the two (2) individuals involved in the relationship.

### **Stalking**

Any person who purposefully engages in a course of conduct directed at a specific person, or who makes a credible threat, and who knows or should know that the conduct would cause a reasonable person to fear for his or her own safety, to fear for the safety of another person, or to fear damage or destruction of his or her property, is guilty of the crime of stalking.

### **Consent**

Sexual intimacy requires that all participants consent to the activity. Consent between two or more people is defined as an affirmative agreement, through clear actions or words, to engage in sexual activity. The person giving the consent must act freely, voluntarily, and with an understanding of his or her actions when giving the consent.

Lack of protest or resistance does not constitute consent, nor does silence mean consent has been given. Relying solely on non-verbal communication can lead to misunderstanding. Persons who want to engage in the sexual activity are responsible for obtaining consent.

A prior relationship or prior sexual activity is not sufficient to demonstrate consent.

Consent must be present throughout the sexual activity. At any time, a participant can communicate that he or she no longer consents to continuing the activity. If there is confusion as to whether anyone has consented or continues to consent to sexual activity, it is essential that the participants stop the activity until the issue can be clearly resolved.

### **CONSENT IS NOT:**

Consent cannot result from force, or threat of force, coercion, fraud or intimidation. In addition, an incapacitated person is not able to give consent. The use of force to obtain sexual access or to induce consent violates this policy whether the force is physical in nature, violent, or involving threats, intimidation or coercion.

- Physical force includes but is not limited to: hitting, kicking and restraining. Physical force means someone is acting on you physically and exerting control over you through violence.
- Threatening someone to obtain consent for a sexual act is a violation of this policy. Threats exist where a reasonable person would have been compelled by the words or actions of another to give permission to sexual activity to which they otherwise would not have consented.
- Intimidation is an implied threat. Intimidation exists when a reasonable person would feel threatened or coerced even though there may not be any threat made explicitly. Intimidation is evaluated based on the intensity, frequency, or duration of the comments or actions.
- Incapacitation: It is a violation of this policy if the initiator has sex with someone the initiator knows, or reasonably should know, to be incapacitated by alcohol, drugs, sleep or illness. A person who is unconscious, unaware, or otherwise physically helpless cannot give effective consent to sexual activity. Someone is incapacitated when unconscious or for any other reason unable to communicate unwillingness to engage in any act or who is mentally incapable of understanding the implications and consequences of any act.

- Age of Consent: According to Mississippi Code §97-3-65, effective consent can never be given by persons under the age of 14. Students who are at least 17 years old cannot receive effective consent from anyone between the ages of 14 and 16 if they are younger by more than 36 months.

**REPORTING AN ASSAULT**

**Policy and Procedures to Be Followed**

JCJC requires all employees, with the exception of licensed mental health counselors in the Student Success Center, licensed medical professionals in the Campus Clinic, and the college’s Sexual Assault Prevention and Response Advocate, to share with the college’s Title IX Coordinator information they learn concerning a report of sexual assault, or an incident of domestic or dating violence, or stalking, so that the Title IX Coordinator or his designee can investigate the incidents, track trends (including possible multiple reports involving the same assailant) and determine whether steps are needed to ensure the safety of the community. It is the survivor’s choice whether he or she wishes to participate in the investigation; however, the college may proceed with an investigation through the Campus Police without the survivor’s participation if there is a concern for the safety of other members of the community.

**Statement of Standard of Procedure**

Jones County Junior College will subscribe to the preponderance of evidence standard concerning reports of actual or attempted sexual assault, domestic violence, dating violence, or stalking, as defined in this Policy.

**Recommended Immediate Action for Victim**

**1. Seek immediate safety**

Individuals who have been sexually assaulted or who have been the victim of any type of violence should immediately get to a safe place.

**2. Seek medical assistance**

JCJC encourages all individuals to seek assistance from a medical provider and/or law enforcement immediately after an incident of sexual assault, domestic violence, dating violence, or stalking. This is the best option to ensure preservation of evidence and to begin a timely investigative and remedial response. The college will help any JCJC community member to get to a safe place and will provide transportation to the hospital, coordination with law enforcement, and information about on- and off-campus resources and options for resolution.

**3. Advice on preserving evidence**

The preservation of criminal evidence is essential and time sensitive to the successful prosecution of most sex offenses. As soon as possible, go to a hospital to be examined and treated for any injuries. Physical specimens collected soon after the sexual assault can be valuable evidence. (Avoid showering. If you change your clothes, put them in a paper bag). The JCJC Campus Clinic is not a "forensic evidence collection" site. South Central Regional Medical Center should be contacted for sexual assaults that occur in Jones County.

**OFF-CAMPUS PHONE NUMBERS (From on-campus phone dial 9 for outside line.)**

<b>Emergency</b>	-	911
<b>Ellisville Police Department</b>	-	601-477-9352
<b>Jones County Sheriff’s Department</b>	-	601-425-3147
<b>South Central Regional Medical Center</b>	-	601-426-4100 - Emergency Room 1220 Jefferson St. Laurel, MS 39440

**ON-CAMPUS**

**Campus Police Department** - 601-477-4006

Reports made to the Campus Police Department will be shared with the VP of Student Affairs in all cases, and may also be made public (maintaining the survivor’s anonymity) and shared with the



respondent in cases where criminal prosecution is pursued. Reports received by the college concerning the abuse of a minor or juvenile must be reported to state officials in compliance with state law requiring mandatory reporting of child abuse. All members of the JCJC community are required by college policy to report any instances of known child abuse or neglect to the Campus Police Department, who will in turn report such information to the appropriate state authorities.

### **NOTIFICATION OF VICTIM'S RIGHTS**

Any student, employee or other member of the JCJC community who reports an incident of sexual assault, domestic violence, dating violence, or stalking, whether the incident occurred on or off campus, shall receive a written explanation of their rights and options as provided for under this policy whether or not they pursue a formal complaint.

These rights and options include the right(s) of a survivor for:

- Information on possible sanctions or protective measures (no contact orders, etc.) that may result from institutional disciplinary proceedings.
- Information on how the college will protect the confidentiality of the victim, options for reporting to law enforcement and the right to decline to report to law enforcement.
- Written notification of available services for mental health, victim advocacy, legal assistance, and other available community resources.
- Written notification about victims' right to change academic, living, transportation, or work situations when reasonably available.
- Written notification of Mississippi's Crime Victims' Bill of Rights.

### **SURVIVOR CONFIDENTIALITY**

Jones County Junior College recognizes the sensitive nature of sexual assault, domestic violence, dating violence, and stalking incidents, and is committed to protecting the privacy of individuals who report incidents of abuse, to the extent that doing so is permitted by law and consistent with the college's responsibility to protect the safety of the college community.

Reports and information received by JCJC's medical professionals, licensed mental health counselors, and its Sexual Assault Advocate, are considered legally protected. Those individuals will not share information they learn from survivors with others within the institution or with any third party except in cases of imminent danger to the victim or third party. Absent such circumstances of imminent danger, the only information these employees will report to the college is statistical information, which does not identify the survivor, so that the incident can be included in the college's crime reporting.

### **Contact Information for Confidential Communications:**

JCJC Counseling Center	-	601-477-4083
JCJC Clinic	-	601-477-4104

Reports of sexual assault, domestic or dating violence, or stalking, which are shared with other college officials, including Campus Police, will be treated with the greatest degree of respect and privacy possible while fulfilling the college's obligation to investigate and effectively respond to the report. Every effort will be made to limit the scope of information shared to keep it to a minimum of detail, and only when absolutely necessary. It is the survivor's choice whether to participate in the investigation; however, the college may proceed with the investigation without the survivor's participation if there is a potential threat to other members of the community.

A survivor's ability to speak in confidence and with confidentiality may be essential to his or her recovery. JCJC thus expects employees to treat information they learn concerning incidents of reported sexual assault, domestic violence, dating violence, and stalking with as much respect and as much privacy as possible. College employees must share such information only with those college officials who must be informed of the information pursuant to college policy. Failure by a JCJC employee to maintain privacy in accordance with policy will be grounds for discipline.

While federal law requires Jones County Junior College to include certain reported incidents of sexual assault, domestic violence, dating violence, and stalking among its annual campus crime statistics, such information will be reported in a manner that does not permit identification of survivors.

**List of available services for mental health, victim advocacy, legal assistance, and other available community resources:**

- Jones County Sherriff Department - 601-425-3147
- Local Police 9-1-1  
Non-Emergency Number (601) 477-9352
- Mississippi Coalition Against Domestic Violence Hotline (800) 898-3234
- National Domestic Violence Hotline (800) 799-SAFE (7233)
- Domestic Abuse Family Shelter - [www.domesticabusefamilyshelter.org](http://www.domesticabusefamilyshelter.org)
- Mississippi Coalition Against Sexual Assault - Toll-free: 888-987-9011
- National Sexual Assault Hotline (800) 656- HOPE (4673)

**County Resources regarding orders of protection, no contact order, or restraining orders:**

- Jones County Sherriff Department Victim's Advocate - 601-425-3147

**VICTIM AMNESTY**

Students are strongly encouraged to report incidents of, or share information about, sexual misconduct as soon as possible, even if the student with a complaint or a witness may have concern that his/her own alcohol or drug use, or other prohibited activity were involved. The Office of Student Affairs will not pursue disciplinary violations against a student with a complaint or a witness for his/her improper use of alcohol or drugs if the student is making a good faith report of sexual misconduct.

**DISCIPLINARY PROCEDURES**

Individuals charged with sexual misconduct, domestic violence, dating violence or stalking may be subject to disciplinary actions, regardless of whether the individual is also facing criminal or civil charges in a court of law.

Off-campus violations that affect a clear and distinct interest of the college are subject to disciplinary sanctions.

More than one disciplinary action may be taken.

Disciplinary actions that may be taken include, but are not limited to, admonitions, probation, suspension, and dismissal from the college and/or termination from employment. In addition, the college may take protective measures as appropriate, including no-contact orders, trespass notices, or other protective measures.

Proceedings shall be conducted by trained officials and they shall use the preponderance of evidence standard (the standard used by civil courts in the United States).

If disciplinary procedures are referred to the Student Affairs Committee, the committee may follow several courses of actions. Separation from the College may be imposed, which may take any of the following forms:

1. Suspension for the remainder of any semester in progress.
2. Suspension for a longer, but definitely stated period of time.
3. Indefinite suspension with a date established for the privilege of applying for readmission, such application to be reviewed and acted upon by the Committee.
4. To recommend expulsion, which implies permanent separation from the College.

The Vice President of Student Affairs or his designee will be present at each meeting to confer with the Chairman at his request about procedure.

The Vice President of Student Affairs shall designate the person who will present evidence to the Committee on behalf of the College.

## **DUE PROCESS**

An individual charged with violation of this policy is guaranteed by the Student Affairs Committee to:

1. Have the case heard by the Student Affairs Committee
2. Be notified in writing 72 hours in advance of:
  - a. The charges against him/her.
  - b. The time and place that any disciplinary proceedings against him/her will occur.
  - c. Access to the testimony against him/her.
3. Appear alone or with another person to advise and assist him/her before the Student Affairs Committee.
4. Be present during all phases of the hearing except during the Committee's deliberations.
5. Present evidence in his/her own behalf, including witnesses.
6. Have reasonable cross-examination of the testimony against him/her.

## **HEARING PROCEDURES**

1. The College promises to all students' access to due process.
2. Hearings will not be open to the public.
3. Records of the disciplinary hearings of the Student Affairs Committee will be recorded and a secretary will be provided to keep a written digest of the proceedings. Both records will be kept by the Vice President of Student Affairs in a locked file. Only those persons directly involved in a case may have access to the records pertaining thereto.
4. The hearing will be conducted in an orderly manner.
5. The accused will have an opportunity to be heard in his/her own defense. All recommendations of action shall be based upon the evidence presented which are determined to be in compliance of policies, rules, and regulations.
6. The accused will have the opportunity to hear and refute all testimony against him/her. The accused may present any evidence in his own behalf, may reply to charges in his own words, and may present testimony in his behalf or have others present to testify in his behalf.
7. All matters upon which the decision is based must be introduced during the hearing.
8. The committee will consider the case in private and deliver the verdict directly to the accused.

## **STATEMENT OF THE RIGHTS OF THE ALLEGED VICTIM**

- The right to choose to report an incident to college officials and the option to notify local law enforcement. This also includes the right not to report, if this is the victim's desire;
- The right to a prompt, fair, and impartial investigation and appropriate resolution of all credible complaints of sexual misconduct made in good faith to college administrators;
- The right to be notified of the timeframes for all major stages of the investigation;
- The right to present witnesses and evidence;
- In instances of reports of domestic violence, dating violence, sexual assault, or stalking, the right to have another person present (in a support or advisory role) during all phases of the investigation;
- The right to be notified of available counseling, mental health or student services for victims of sexual assault, both on campus and in the community;
- The right to notification of and options for, and available assistance in, changing classes after an alleged sexual assault incident, if so requested by the victim and if such changes are reasonably available. Accommodations may include:
  - Exam (paper, assignment) rescheduling;
  - Transferring class sections;
  - Alternative course completion options.
- The right to a campus no contact order against another student who has engaged in or threatens to engage in stalking, threatening, harassing or other improper behavior;

- The right to a written notice of the outcome and, when applicable, resulting sanction of the investigation, generally within 24 hours of the decision. After a disciplinary proceeding involving an allegation of sexual assault, dating violence, domestic violence, or stalking, this right includes the right to be informed of the outcome in writing, including a summary of any sanctions and the rationale for the decision.
- The right to appeal the findings and sanction, in accordance with the standards for appeal established in this policy;
- The right to preservation of privacy, to the extent possible and allowed by law.

#### **STATEMENT OF THE ACCUSED INDIVIDUAL'S RIGHTS**

- The right to a prompt, fair, and impartial investigation and appropriate resolution of all credible complaints of sexual misconduct made in good faith to college administrators against the accused individual;
- The right to be notified of the timeframes for all major stages of the investigation;
- The right to present witnesses and evidence;
- In instances of reports of domestic violence, dating violence, sexual assault, or stalking, the right to have another person present (in a support or advisory role) during all phases of the investigation;
- The right to be informed of and have access to campus resources for counseling and advisory services;
- The right to appeal the findings and sanction, in accordance with the standards for appeal established in this policy;
- The right to a decision based solely on evidence presented during the investigative process.
- The right to written notice of the outcome and, when applicable, resulting sanction of the investigation, generally within 24 hours of the decision. After a disciplinary proceeding involving an allegation of sexual assault, dating violence, domestic violence, or stalking, this right includes the right to be informed of the outcome in writing, including a summary of sanctions and rationale for the decision.
- The right to preservation of privacy, to the extent required by law.
- 

#### **EDUCATION PROGRAMS**

Jones County Junior College provides various preventive and educational programs to promote awareness of sexual assault, domestic violence, dating violence and stalking.

- *Jones UpClose* Orientation sessions include educational information to raise awareness about sexual assault, domestic violence, dating violence and stalking and introduce campus resources to all incoming students.
- The Student Success Center conducts workshops focused on sexual and dating violence awareness and prevention, warning signs of abusive behavior, personal safety and victim risk reduction, and bystander intervention training for all students throughout the year. In addition, organization sponsors, student groups, staff, or faculty may request a workshop on sexual and dating violence awareness and prevention for their class, club or student group.
- The Campus Housing department conducts a mandatory workshop for all housing students on sexual assault and domestic/dating violence prevention education. Safety information, such as Campus Police safety escorts, is included in the Campus Housing handbook for housing students.
- The college also provides written and video resources through the Student Success Center and through the MyJones electronic student portal.
- Self-defense classes are offered through the Bobcat Fitness Center for all JCJC community members.
- New-employee orientation includes information about the college's policy on sexual assault,

domestic violence, dating violence and stalking and introduces campus resources and educational material that is available to all employees.

### **SEXUAL ASSAULT RESPONSE TEAM (SART)**

Jones County Junior College's Sexual Assault Response Team (SART) is designed to provide a coordinated, caring and effective team response to survivors of sexual assault, sexual harassment, stalking, and dating or domestic violence. The purpose of the Sexual Assault Response Team (SART) is to assist all JCJC students in the coordination of support and response to incidents of on-or-off-campus interpersonal violence. SART team members can provide a survivor with many supportive options and choices, including counseling, medical attention, judicial services, advocacy, referrals, and general information regarding interpersonal violence.

Should a survivor choose to file a police report, the JCJC Campus Police Department will assist him/her with the reporting process. For information or to report a sexual assault case, students may contact any member of the team.

SART Team Members:

**Dr. Samuel Jones**, Vice-President of Student Affairs

(601) 477 – 4047

[sam.jones@jcjc.edu](mailto:sam.jones@jcjc.edu)

**Mark Easley**, Dean of Student Affairs

601-477-4030

[mark.easley@jcjc.edu](mailto:mark.easley@jcjc.edu)

**Gwen Magee**, Assistant to the President

(601) 477-4028

[gwen.magee@jcjc.edu](mailto:gwen.magee@jcjc.edu)

**Amanda Blackwell McLeod**, Counseling Director

(601) 477-4083

[amanda.mcleod@jcjc.edu](mailto:amanda.mcleod@jcjc.edu)

**Vicki Hampton**, Nurse Practitioner

(601) 477-4104

[Vicki.hampton@jcjc.edu](mailto:Vicki.hampton@jcjc.edu)

**Stan Livingston**, Chief of Police

(601) 477-4006

[stan.livingston@jcjc.edu](mailto:stan.livingston@jcjc.edu)

### **WARNING SIGNS OF ABUSIVE BEHAVIOR**

Question relationships with partners who:

1. Are unreasonably jealous.
2. Refuses to take responsibility for their actions.
3. Breaks or destroys their partner's belongings/property.
4. Put down people, including their partner's family and friends.
5. Try to isolate their partner from family and friends.
6. Sabotages their partner's work/education (argues/fights before a test, etc.)
7. Are physically rough with their partner (push, shove, pull, grab, restrain, etc.)
8. Frequently accuses their partner of flirting with others or cheating on them.
9. Do not care about their partner's opinions or feelings - it is their way or no way.

10. Blame all arguments and problems on their partner.
11. Abuse alcohol or other drugs.
12. Try to control their partner (tells them what to wear, wear to go, how to act, etc.)
13. Threaten to kill himself/herself if their partner breaks up with them.
14. Tell their partner that they are stupid, fat, ugly, no one will want them, etc.

Question friends who are:

1. Are afraid to break up with their partner.
2. Feel like they are constantly being checked on and must check-in with their partner
3. Are walking on “egg shells” because they do not want to do anything to make their partner angry.
4. Cry a lot, are anxious, afraid, unhappy or depressed.
5. Have bruises, scratches, lacerations, burns, etc. on their arms, neck, face, or other areas of the body.
6. Give explanations for injuries that serve as a cover-up to excuse their partner’s violent actions.

### **POTENTIAL OPTIONS FOR BYSTANDERS**

Oftentimes, when a sexual assault or other traumatic event is about to occur, bystanders are close by. Many would be willing to intervene if they had an idea of what they could do. Below are a few ideas of how to get involved. It is important to evaluate the situation and develop a plan before taking action. It is imperative that you intervene **ONLY** if you can safely do so. Be mindful that your judgment is impaired when you are under the influence of alcohol/drugs – do not intervene if you are intoxicated as this increases your chance of harm.

1. Tell the potential perpetrator that the vulnerable person is your significant other, your cousin, little sister/brother, etc.
2. Pretend to receive a phone call and tell the potential perpetrator someone called the police who are on their way.
3. Pretend to feel sick and tell the vulnerable person you threw up and need them to help you leave.
4. Say you see an old significant other, feel uncomfortable, and need someone to stay with you in case they approach you (then leave).
5. Create a distraction - Ask for the time. Ask for a menu. Ask for directions. Tell a joke or a story.
6. Ask others to get involved without being violent.
7. Arrange to give the vulnerable person a safe ride home.

If a friend is acting as a potential perpetrator, get them away from the situation by telling them there is another great event to go to, etc. When the two of you are away from the situation and in a safe place, let them know you care about them and do not want to see them get into trouble with the College or possibly arrested because their behavior was in the process of crossing the line to committing a crime. If the situation rises to the level of an emergency, call the police. If you do not want others to know, go to a bathroom, closet or outside and make the call.

### **MISSING STUDENT NOTIFICATION POLICY**

In compliance with the Missing Student Procedures of the Higher Education Opportunity Act of 2008, it is the policy of Jones County Junior College to investigate any report of a missing student who resides on-campus at JCJC. This policy and procedure outline establishes a framework for cooperation among members of the college community aimed at locating and assisting students who are reported missing.

A student shall be deemed missing when he/she is reported absent from JCJC for more than 24 hours without any known reason. All reports of missing students shall be directed to Campus Police who will investigate the report and make a determination as to whether the student is missing in accordance with this policy.

Each student living on-campus has the option to register confidential contact information in the event that the student is determined to be missing for a period of more than 24 hours. Only authorized

campus officials and law enforcement officers in furtherance of a missing person investigation may have access to this information.

Each student over the age of 18 has the option of opting out of the Missing Student Policy through the signing of a waiver on the Missing Student Policy Form.

If a missing student is under 18 years of age, and not an emancipated individual, the college is required to notify a custodial parent or guardian of the missing student not later than 24 hours after the determination by Campus Police that the student is missing.

Campus Police may also notify the Ellisville Police Department and other law enforcement agencies no later than 24 hours after it determines that the student is missing, even if a student has not registered a contact person.

If Campus Police has been notified and makes a determination that a student who is the subject of a missing person report has been missing for more than 24 hours and has not returned to the campus, the college will initiate the emergency contact procedures in accordance with the student's designation.

Student welfare and safety is paramount to the institution; however, the college recognizes and makes known its limitations in obtaining accurate and timely information on the whereabouts of students.

The Vice President of Student Affairs shall have the responsibility to make the provisions of this policy and the procedures set forth below available to students.

**Missing Student Procedure - Notification:**

Any report of a missing student, from whatever source, should immediately be directed to Campus Police.

When a student is reported missing, Campus Police shall:

- a. initiate an investigation to determine the validity of the missing person report;
- b. contact the Dean of Student Affairs;
- c. make a determination as to the status of the missing student.;
- d. notify Ellisville Police Department or other appropriate law enforcement agencies within 24 hours after determining that the student is missing.

When contacted by Campus Police, the Dean of Student Affairs shall:

- a. notify the Director of Men's/Women's Housing, the Vice President of Student Affairs, and the President's Office.
- b. If on investigation of the official report, Campus Police determines that the student is missing, the Dean of Student Affairs will notify the individual identified by the missing student as the emergency contact within 24 hours of making the determination that the student is missing;
- c. If the missing student is under the age of 18, and not an emancipated individual, notify the student's custodial parent or guardian as contained in the records of the college within 24 hours of the determination that the student is missing.
- d. The Dean of Student Affairs shall initiate whatever action he deems appropriate under the circumstances in the best interest of the missing student.

**Student Contact Information:**

Students residing on-campus shall be given the opportunity to identify and register a confidential contact person(s) to be notified in the case that the student is determined to be missing. Only authorized campus officials and law enforcement officers in furtherance of a missing person investigation may have access to this information. If a resident is under 18 years of age, and not an emancipated individual, the custodial parent or guardian must be the contact person.

Students will complete the **Contact Information Form** when they move into campus housing. This form must be completed at the beginning of each semester. It is the responsibility of the student to update any changes to contact information.

**Student Notification of This Policy:**

- Included on MyJones website.
- Discussed during Jones UpClose orientations.
- Discussed at mandatory housing meetings at the beginning of the semester.
- Included in the annual Campus Security Report.
- Notices sent out to all residents by Campus Housing.

**ANNUAL FIRE SAFETY REPORT**

In compliance with the Higher Education Opportunity Act of 2008, this report highlights fire safety information for on-campus student housing facilities, including:

1. A brief description of the College’s fire safety services;
2. Procedures for student housing evacuation;
3. Policies on fire safety education and training programs;
4. Fire safety policies;
5. Plans for future fire safety improvements;
6. A chart describing the fire safety systems and number of annual fire drills for each on-campus student housing facility; and
7. Fire statistics and designated contacts for reporting fire statistics.

**Fire and Emergency Medical Services (EMS)**

While fire safety is the responsibility of all members of the campus community, the oversight of fire prevention rests with the Office of Student Affairs. The emergency number for reporting fires is 911. The Dean of Student Affairs is designated as the College’s Fire Coordinator and coordinates all fire safety activities at the College in conjunction with the City of Ellisville Fire Department. The EFD Chief and his staff routinely conduct fire/safety inspections of all facilities and equipment, handle all fire-related investigations and reports, coordinate ongoing training/certification efforts for department staff members, collaborate with community and state emergency management teams, and make recommendations concerning improvements in fire safety to appropriate administrative representatives.

**To Report a Fire**

All students and employees are instructed to call 911 immediately to report a fire. The dispatchers who answer the calls are trained in handling emergencies.

**FIRE EMERGENCIES**

1. In an emergency Dial: 911 first and then notify Campus Police.
2. Know the location of fire extinguishers, fire exits, and alarm systems in your area and know how to use them. If a fire is present, activate the building alarm, evacuate and then call 911 and report the fire to campus police.
3. When the building evacuation alarm is sounded, walk quickly to the nearest marked exit and alert others to do the same.
4. Do not return to an evacuated building/site unless authorized by a member of the Campus Police, Housing Staff or the Emergency Operation Team.
5. During the evacuation, direct crowds away from fire hydrants, roadways, and clear sidewalks immediately adjacent to the building. Ask bystanders to assist in watching windows, doorways, etc., for persons that may be trapped inside. **DO NOT ATTEMPT TO RESCUE. NOTIFY EMERGENCY RESPONDENTS OR FIRE DEPARTMENT PERSONNEL.**
6. Building supervisors should notify Campus Police of breaks or suspected breaks in utility lines, which might present an additional hazard.
7. **EXPLOSIONS**--If an explosion should occur, remove the person or persons immediately from



the site and extinguish the fire if possible. Sound the fire alarm and notify Campus Police. Notify EMS and the Campus Nurse immediately. Close all doors where explosions occur to isolate smoke and fire.

### **Procedures for Student Housing Evacuation in the Case of a Fire**

In the event of a fire and each time a fire alarm sounds, it is mandatory for all students and guests to evacuate the building. Residents who remain in the building during a fire alarm will be subject to disciplinary action. Once evacuated, residents must remain outside at their designated assembly sites until re-entry to the building has been cleared by College officials or City of Ellisville Fire Department officials.

#### **Assembly Sites for Fire Evacuations**

These locations are provided for your safety and to allow the Fire Department personnel adequate access to the building. When an alarm sounds, students must assemble in the following areas:

##### **Smith & Wayne Halls**

Parking area between Smith & Wayne

##### **Anderson Hall**

Parking area between Anderson and The Union

##### **Clarke, Covington, Greene, Jasper Halls**

Parking area between dorms and Jones Hall

### **Fire Log**

A Fire Log is available for public inspection, upon request, during normal business hours, 8:00 a.m. – 4:30 p.m. Monday through Friday at the Campus Police Department. Two business days are required for a request for any portion of the log older than sixty days. The Fire Log contains the date the fire was reported, the nature of the fire, the date and time of the fire and the general location of the fire. The Fire Log will be current for the academic year and the college will archive logs for the previous six years.

### **Policies on Portable Electrical Appliances, Smoking and Open Flames**

#### **Appliances**

Students may have a coffee pot, microwave, stereo, TV, hair appliance. Major electrical appliances are not permitted in the residence halls. Toaster ovens, hot plates, and frying pans are not permitted. Students should not use multiple outlet adapters or connect more than one appliance to an extension cord. Extension cords should not be placed under carpets or wrapped around pipes in rooms. Residents who overload circuits and cause circuit breakers to trip will be fined and/or charged \$25.00 to have breaker reset. Outside or inside grills are prohibited.

#### **Smoking**

In order to promote a healthy environment for students, faculty, staff and visitors, Jones County Junior College is a tobacco-free campus. The use of tobacco and smoking products is not permitted on any Jones County Junior College-owned property, including but not limited to, buildings, dormitories, grounds, parking lots, sidewalks, recreational and sporting facilities and College-owned vehicles. This policy applies to faculty, staff, students, contractors, vendors and visitors.

#### **Open Flames**

Open flames are not permitted in any campus residential facility. Candles are specifically prohibited.

#### **Items Not Allowed in Residence Halls**

Although not all-inclusive, the following items are prohibited in the residence hall parking lots, residence hall rooms, areas around any residence hall: personal air conditioners; refrigerators drawing over 1.8 amps; exterior aerials or antennae; water guns; air guns; pets; firearms; ammunition; firecrackers or other explosives; barbells; grills; alcoholic beverages and/or containers and controlled

substances; scooters, candles, fragrance plugs, incense or hot plates; toaster ovens; skateboards; roller blades; “surround-sound”, amplifier/electric guitar, and electronic cigarettes.  
No candles allowed!

### **Policies Regarding Fire Safety Education and Training Programs**

Fire safety education and training is addressed in multiple ways. First, fire safety is promoted during new student Jones UpClose orientation sessions. Further, in accordance with National Fire Protection Association requirements, four fire drills are held in the residence halls throughout the academic year. This consists of 1 nighttime drill, 1 unannounced drill and 2 other drills conducted at various times throughout the academic school year. The first fire drill is scheduled early in the fall semester to acquaint new residents with the sound of the building alarm and evacuation procedures. A follow-up mandatory hall meeting with students is held the following evening after the initial drill to critique the results of the drill, present fire safety tips (e.g., how to use a fire extinguisher), review evacuation procedures, and to explain the importance of complying with these procedures. Additionally, educational sessions for Housing staff, including residence hall assistants, are held prior to fall semester. These sessions focus on procedures for building evacuation and the proper operation of fire extinguishers. A fire simulation exercise is conducted as part of training to provide exposure to the dynamics involved in a fire and to evaluate the proficiency of all involved.

### **Plans for Future Improvements**

The College regularly monitors and continues to enhance fire systems in its housing facilities and other buildings as necessary. For example, the College plans to install or upgrade monitored fire alarms systems in its student housing facilities and other older buildings on campus.

### **FIRE PROTECTION EQUIPMENT AND FIRE STATISTICS IN RESIDENTIAL FACILITIES**

Federal law requires that the College annually disclose statistical data on all fires that occur in on-campus student housing facilities for the calendar year. For all past fires, campus community members must contact the Dean of Student Affairs to report fires that the College may not be aware of so that the College may include them in the Fire Safety Report.

### **2015 FIRE STATISTICS**

Residence Hall	Total Fires	Fire No.	Cause of Fire	Date	Time	Fully Sprinkled	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related To a Fire	Value of Property Damage Caused By Fire
Anderson	0	0	0	0	0	0	0	0	0
Clarke	0	0	0	0	0	0	0	0	0
Covington	0	0	0	0	0	0	0	0	0
Greene	0	0	0	0	0	0	0	0	0
Jasper	0	0	0	0	0	0	0	0	0
Smith	0	0	0	0	0	0	0	0	0
Wayne	0	0	0	0	0	0	0	0	0

### **FIRE SAFETY AMENITIES IN RESIDENCE HALLS**

Residence Hall	Fire Alarm Monitoring Done On-Site	Sprinkler System	Smoke Detection	Fire Extinguishers	Evacuation Plans & Placards	Number of Evacuation Drills Each Year
Anderson	YES	YES	YES	YES	YES	2

<b>Clarke</b>	YES	NO	YES	YES	YES	2
<b>Covington</b>	YES	NO	YES	YES	YES	2
<b>Greene</b>	YES	NO	YES	YES	YES	2
<b>Jasper</b>	YES	NO	YES	YES	YES	2
<b>Smith</b>	YES	NO	YES	YES	YES	2
<b>Wayne</b>	YES	NO	YES	YES	YES	2