



Bolivar  
Technical  
College

***CAMPUS  
CRIME & SECURITY  
REPORT***

***2017***

*Effective October 1, 2018*

## **BTC CAMPUS CRIME & SECURITY REPORT**

### **Timely Warnings**

In the event that a situation arises, either on or off campus, that, in the judgment of the Campus Director, constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued. Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the school community and individuals, the Campus Director may also provide notice by direct dissemination to the classrooms, offices and grounds. In such instances, a copy of the notice is posted in each classroom, on the lobby bulletin board and at both front doors of the school foyer. Anyone with information warranting a timely warning should report the circumstances to the Campus Director by phone (office: 417-777-5062); or in person at the School’s Administrative Office at 1135 N. Oakland Ave., Bolivar, Missouri, 65613.

### **Policy for Reporting the Annual Disclosure of Crime Statistics**

The Administrative Staff of BTC prepares this report to comply with the *Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act*. This report is prepared in cooperation with the local law enforcement agencies of Bolivar, Missouri. Campus crime, arrest and referral statistics include those reported to the designated campus officials (including but not limited to directors, instructors, administrative staff), and local law enforcement agencies. These statistics may also include crimes that have occurred in private residences or businesses and is not required by law. BTC currently does not have Student Health Services or a Department of Counseling and Psychological Services for provision of statistical input. Each year, the current version of this report is posted and available to students, guests, faculty and staff. Copies of the report may also be obtained at the School’s Administrative Office 1135 N. Oakland Ave., Bolivar, Missouri, 65613 or by calling (417) 777-5062.

### **To report a crime:**

Non-emergency: Immediately notify the Campus Director or the Administrative Office (417-777-5062).

Emergency (life threatening): Call 9-1-1; then notify the Campus Director or the Administrative Office (417-777-5062).

When any staff, faculty member or student encounters any individual on school property who is displaying agitated, irrational and threatening behavior whether visibly carrying a weapon or not, must immediately notify the Administration Office and the Campus Director (or in his absence, the next ranking Faculty/Staff member available).

After investigation, if the perceived threat is valid, the Campus Director will immediately initiate **LOCKDOWN** (see *Bolivar Emergency Manual, p28*) and call 911 and the President of Bolivar (417-777-5062). The highway patrol will be notified by the Bolivar Police Department.

The Bolivar Police Department will assume control of the situation upon arrival.

## **Crime Reporting**

The School Administration encourages anyone who is the victim or witness to any crime to promptly report the incident to the police as well as the administrative office; however, because police reports are of public record under state law, their crime reports cannot be held in confidence.

## **Confidential Reporting Procedures**

If you are the victim of a crime and do not want to pursue action within the School or the criminal justice system, you may still want to consider making a confidential report. With your permission, the Campus Director or a designee can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the School can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution.

## **Access Policy**

During business hours (Monday through Thursday 7:00 A.M. to 5:00 P.M., and Friday 7:00 A.M. to 4:00 P.M.), the School will be open to students, parents, employees, contractors, guests, and invitees. During non business hours access to all School facilities is by key, if issued, or by admittance via the School's administrative staff. In the case of periods of extended closing, the School will admit only those with prior written approval to all facilities.

Emergencies may necessitate changes or alterations to any posted schedules. Areas that are revealed as problematic will have security surveys conducted. Administrative officials review these results.

These surveys examine security issues such as landscaping, locks, alarms, lighting, and communications. As the occasion demands, during the academic year, the Campus Director and the School President meet to discuss issues of pressing concern.

## **Campus Law Enforcement**

Bolivar Technical College, as it is presently organized, does not have its own campus police force.

Minor offenses involving a BTC student in regard to School rules and regulations are subject to disciplinary action adjudicated by the Campus Director or the appropriate Program Director.

Major offenses such as rape, murder, aggravated assault, robbery, and auto theft are reported to the Bolivar police. The Bolivar constabulary works with the Missouri State Police to solve these serious felony crimes. The prosecution of all criminal offenses, both felony and misdemeanor, are conducted at Municipal, General Sessions, or Federal Court of Polk County.

Through coordination with local law enforcement agencies, any criminal activity engaged in by students at off-campus locations of student activities, is monitored and recorded. This information is provided to the Campus Director for any action or follow-up that may be required.

All crime victims and witnesses are strongly encouraged to immediately report the crime to the Campus Director and the appropriate police agency. Prompt reporting will assure timely warning notices on-campus and timely disclosure of crime statistics.

## **General Procedures for Reporting a Crime or Emergency**

Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety related incidents to the Campus Director in a timely manner. This publication focuses on the BTC campus; however, when incidents, emergencies, or crimes occur in the hospital clinical sites, the local Hospital Security should be contacted. A copy of the hospital incident report needs to be forwarded to BTC. To report a crime, an emergency or a non-emergency security or public safety related matter on the BTC campus, call the Campus Director at 417-777-5062.

If a crime or emergency occurs in the hospital clinical site, call the local Hospital Security. Dispatchers are available at these respective telephone numbers 24 hours a day to answer your call. In response to a call, Hospital Security will take the required action, either requesting a local police officer be dispatched and asking the victim to report to the School's

Administrative Office (when available) to file an incident report. All BTC incident reports are forwarded to the Campus Director's office for review and potential action by the Director or the School's President.

If assistance is required from the CMH Security Department, local Police Department or Fire Department, the local police dispatcher will contact the appropriate unit. If a sexual assault or rape should occur, staff on the scene, including the local police, will offer the victim a wide variety of services. Citizen's Memorial Healthcare (CMH) has an Emergency Room methodology available for assisting a victim of sexual assault 24 hours a day. This publication contains information about off campus resources. That information is made available to provide BTC community members with specific information about the resources that are available in the event that they become the victim of a crime. The information about "resources" is not provided to infer that those resources are "reporting entities" for the School.

Crimes should be reported to the School's Administrative Office to ensure inclusion in the annual crime statistics report and to aid in providing timely warning notices to the community, when appropriate. For example, a crime that was reported only to the CMH ER would not automatically be included in the School's crime statistics.

## **Counselors and Confidential Reporting Procedures**

All reports will be investigated. BTC currently does not have Pastoral or Professional Counselors, consequently procedures for voluntary, confidential reporting of crime statistics do not exist. Violations of the law will be referred to law enforcement agencies and when appropriate, to the Campus Director for review. When a potentially dangerous threat to the school community arises, timely reports or warnings could be issued through e-mail announcements, the posting of flyers at the local campus, in-class announcements, or other appropriate means.

## **Security Awareness Programs**

During orientation at the beginning of each new class, students are informed of the BTC (Bolivar Campus) Emergency Handbook. The presentations highlight preparedness in addressing emergencies that might occur during the school year with emphasis on the personal safety of students, staff and faculty.

Students are told about crime on-campus and in surrounding neighbor-hoods. Similar information is presented to new employees. Crime Prevention Programs and Sexual Assault Prevention Programs are offered on a continual basis.

Periodically during the academic year the Bolivar Police present community-wide crime prevention awareness sessions on sexual assault (rape and acquaintance rape), Rohypnol abuse, theft, and vandalism, as well as educational sessions on personal safety and residence hall security.

A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others. In addition to seminars, information is disseminated to students and employees through crime prevention awareness packets, security alert posters, displays, videos, and articles and advertisements in the school's newspaper (where available).

When time is of the essence, information is released to the school's community through security alerts posted prominently throughout campus and through memos sent over the university's electronic mail system.

## **Crime Prevention Programs**

Crime Prevention Programs on personal safety and theft prevention are provided throughout the year for student, parent, faculty, and new employee orientations providing a variety of educational strategies and tips on how to protect themselves from sexual assault, theft and other crimes.

It is anticipated that within the next two years, we will be offering Rape Aggression Defense System (RAD) training. It is a comprehensive course that begins with awareness, prevention, risk reduction and avoidance, while progressing on to the basics of hands-on defense training. Certified RAD instructors will teach the courses provided.

**Tip:** To enhance personal safety, and especially after an evening class, walk with friends or someone from class that you know well.

## **Student Criminal Activity - Off Campus**

Bolivar operates no off-campus housing or off-campus student organization facilities; however, when a BTC student is involved in an off-campus offense, when violations of federal, state, or local laws surface, the local police officers will take charge of the investigation in cooperation with other local, state, or federal law enforcement.

## **Policy on Alcoholic Beverages and Illegal Drugs**

The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Pursuant to the Drug-Free Workplace Act of 1988(Public Law 101-690), any student and/or employee at Bolivar who engages in the unlawful manufacture, distribution, possession or use of drugs or alcohol on the school's property, or as part of the school's activities (even if held off campus) will be immediately dismissed from program enrollment and/or employment. Violators are also subject to civil criminal prosecution, fine and imprisonment. It is unlawful to sell, furnish or provide alcohol to a person under the age of 21. The possession of alcohol by anyone under 21 years of age in a public place or a place open to the public is illegal.

## **Alcohol and Substance Abuse Information Prevention Programs**

Bolivar currently does not have a program to prevent the illicit use of drugs and the abuse of alcohol by students and employees. Following is listed the available community service organizations related to drug use and abuse including dissemination of informational materials, educational programs, and counseling services:

A ABATER OF ADDICTION HELPLINE  
([www.recoveryconnection.org](http://www.recoveryconnection.org)) ..... 1-800-511-9225

D R D SPRINGFIELD MEDICAL CLINIC  
(24 hour answering service) ..... 417-865-8045

FAMILY COUNSELING CENTER  
([www.fccinc.org](http://www.fccinc.org)) ..... 417-257-9152

## **Sexual Assault Prevention and Response**

If you are a victim of a sexual assault at this institution, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. It is strongly advocated that a victim of sexual assault report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to a School official. Filing a police report with a School official will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from officers. Filing a police report will:

- ensure that a victim of sexual assault receives the necessary medical treatment and tests.
- provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam)
- assure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

When a sexual assault victim contacts the local Police Department, a representative of the School should be notified as well. The victim of a sexual assault may choose for the investigation to be pursued through the criminal justice system and the Institute, or only the latter. A representative from the Police Department or the School will guide the victim upon request through the available options and support the victim in his or her decision. Though there are no on-campus Counseling and Support Services; outside Counseling and Support Services can be obtained:

- Through the Emergency Room of the Citizen's Memorial Healthcare in Bolivar, Missouri;
- Family Violence Center, Serving: Missouri Statewide, (800) 831-6863; Hotline (417) 864-7233; Hotline (417) 837-7700 ; Office (417) 837-7730; Shelter : P.O. Box 5972, Springfield, MO 65801

- The Legal Services of Southern Missouri; hotline (800) 444-4863.
- On-line at <http://www.rainn.org/> (Rape, Abuse, & Incest National Network).

The victim may request a change his/her academic situation (e.g. reschedule to a later class) following an alleged sex offense providing it is within the School's capability to do so.

The accused and the victim will each be allowed to choose one person who has had no formal legal training to accompany them throughout the hearing. Both the victim and accused will be informed of the outcome of the hearing. A student found guilty of violating the Institute's sexual misconduct policy could be criminally prosecuted in the state courts and may be suspended or expelled from the School for the first offense.

### **Registered Sex Offender Information**

In accordance to the "Campus Sex Crimes Prevention Act" of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne *Clery Act* and the Family Educational Rights and Privacy Act of 1974, institutions of higher education are required to issue a statement advising the campus community where law enforcement information provided by the State concerning registered sex offenders may be obtained. The Revised Statutes of Missouri, **Chapter 589** Sections 400 to 425 and **43.650**, RSMo, mandate that the Missouri State Highway Patrol shall maintain a sex offender database and a web site on the Internet that is accessible to the public. Additional information and verification may be obtained from the Sheriff's Department of the county where the sex offender resides. The web site is intended to supplement and complement the sex offender registries maintained by the various counties.

Registry information provided under this section shall be used for the purposes of the administration of criminal justice, screening of current or prospective employees, volunteers or otherwise for the protection of the public in general and children in particular. **Unlawful use of the information for purposes of**

**intimidating or harassing another is prohibited and willful violation shall be punishable as a Class 1 misdemeanor.**

The Missouri State Highway Patrol is responsible for maintaining this registry. Follow the link below to access the Missouri State Highway Patrol website.

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

[Toll free number for sex offender information: 1-888-SOR-MSHP (767-6747)]

### 3 Year Crime Statistics Report for the Years 2015, 2016, 2017

OFFENSE	ON CAMPUS			NON CAMPUS			PUBLIC PROPERTY			OPTIONAL TOTAL		
	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017
<b>CRIMINAL OFFENSES:</b>												
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0	0	0	0	0
RAPE	0	0	0	0	0	0	0	0	0	0	0	0
FONDLING	0	0	0	0	0	0	0	0	0	0	0	0
INCEST	0	0	0	0	0	0	0	0	0	0	0	0
STATUTORY RAPE	0	0	0	0	0	0	0	0	0	0	0	0
ROBBERY	0	0	0	0	0	0	0	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0	0	0	0	0
BURGLARY	0	0	0	0	0	0	0	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0	0	0	0	0
ARSON	0	0	0	0	0	0	0	0	0	0	0	0
<b>HATE CRIMES:</b>												
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0	0	0	0	0
RAPE	0	0	0	0	0	0	0	0	0	0	0	0
FONDLING	0	0	0	0	0	0	0	0	0	0	0	0
INCEST	0	0	0	0	0	0	0	0	0	0	0	0
STATUTORY RAPE	0	0	0	0	0	0	0	0	0	0	0	0
ROBBERY	0	0	0	0	0	0	0	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0	0	0	0	0
BURGLARY	0	0	0	0	0	0	0	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0	0	0	0	0
ARSON	0	0	0	0	0	0	0	0	0	0	0	0
SIMPLE ASSAULT	0	0	0	0	0	0	0	0	0	0	0	0
LARCENY- THEFT	0	0	0	0	0	0	0	0	0	0	0	0
INTIMIDATION	0	0	0	0	0	0	0	0	0	0	0	0
DESTRUCTION/DAMAGE/ VANDALISM OF PROPERTY	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES:</b>												
DOMESTIC VIOLENCE	0	0	0	0	0	0	0	0	0	0	0	0
DATING VIOLENCE	0	0	0	0	0	0	0	0	0	0	0	0
STALKING	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS:</b>												
WEAPONS: CARRYING, POSSESSING, ETC.	0	0	0	0	0	0	0	0	0	0	0	0
DRUG ABUSE VIOLATIONS	0	0	0	0	0	0	0	0	0	0	0	0
LIQUOR LAW VIOLATIONS	0	0	0	0	0	0	0	0	0	0	0	0
<b>DISCIPLINARY ACTIONS:</b>												
WEAPONS: CARRYING, POSSESSING, ETC.	0	0	0	0	0	0	0	0	0	0	0	0
DRUG ABUSE VIOLATIONS	0	0	2	0	0	0	0	0	0	0	0	2
LIQUOR LAW VIOLATIONS	0	0	0	0	0	0	0	0	0	0	0	0
<b>FIRES:</b>	0	0	0	0	0	0	0	0	0	0	0	0

Note: Bolivar Technical College does not currently have any dormitories or other residential facilities.