



**Biennial Review of
Alcohol and Other Drug Abuse Prevention Programming
2018-2019; 2019-2020**

Task Force:

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Approved:

October 2020

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Introduction

Missouri Southern State University is deeply committed to supporting the safety and health of its students and employees in furtherance of its mission to provide education in preparation for career success and lifelong learning. As part of that commitment, the University has implemented comprehensive alcohol and drug abuse prevention programming. This programming incorporates a series of strategies including but not limited to:

- University policies prohibiting the unlawful manufacture, distribution, dispensing, possession or use of illegal drugs and alcohol by students and employees in the workplace, on University property, or as part of any University activity.
- Sanctions for violating university policies, which include – for students; possible arrest and disciplinary sanctions up to suspension and possible expulsion and - for employees; possible arrest, disciplinary action up to and including termination of employment.
- Formal notification of both employees and students with policies concerning Alcohol and other Drug violations (AOD).
- Education of employees and students of policies and violations of AOD.
- The collaboration of many departments on campus to educate and support employees and students about AOD. Cross collaboration between faculty, staff, and student groups and departments for educational purposes.
- University intervention programs to help those suffering from abuse or addiction – this includes counseling and amnesty programs and policies created to help those seeking help.
- University social opportunities created to provide a drug and alcohol free college experience.

The University monitors the effectiveness of this programming. This report is the result of a biennial review of Missouri Southern State University's alcohol and drug prevention programming, in compliance with Federal Drug Free Schools and Campuses Regulations (34 C.F.R. Part 86).

Biennial Review Process

In support of the safety and health of its students and employees, and pursuant to its obligation to conduct a biennial review of its drug and alcohol abuse prevention programs, Missouri Southern State University has authorized an administrative review of those programs that is completed every other year. The purpose of this review is (1) to consider whether the University is meeting its obligations under the Federal Drug Free Schools and Campuses Regulations and (2) to summarize the programs, as well as related policies and procedures, and to recommend any appropriate enhancements to those programs, policies and procedures.

The University formed a Task Force to conduct the 2018-2019, 2019-2020 biennial review.

- Heather Bullock- Advising, Counseling, Testing Services
- Becca Diskin – Financial Aid
- Darren Fullerton –Student Affairs
- Craig Gullett –Wellness/Student Activities
- Ken Kennedy – University Police Department
- Eli Moran- Student Life/Greek Life

- Samantha Quackenbush- Student Affairs
- Amanda Schmelzer – Athletics
- Seth Sockwell-Residential Life
- Julie Stamps – Health Center
- Cindy Webb – Recreation Services
- Judy Wilmoth – Human Resources

The following offices provided information considered in the biennial review:

- Advising, Counseling, and Testing Office
- Financial Aid Office
- Health Center
- Human Resources
- Residence Life
- Student Affairs
- Student Life
- University Athletics
- University Police Department
- Wellness

The following materials and programs were examined as part of this biennial review:

- U.S. Department of Education, *Complying with the Drug-Free Schools and Campuses Regulations*, <https://safesupportivelearning.ed.gov/sites/default/files/hec/product/dfscr.pdf>
- The Network Addressing Collegiate Alcohol and Other Drug Issues, http://thenetwork.ws/?page_id=44
- National Institute on Alcohol Abuse and Alcoholism, *College Drinking – Changing the Culture*, <http://www.collegedrinkingprevention.gov/>
- <http://www.mssu.edu/offices/police/index.php> - University Police
- <http://www.mssu.edu/student-affairs/advising-counseling-testing-services/prevention-welcome.php> - ACTS office Prevention/Outreach
- <http://www.mssu.edu/student-services/wellness/prevention-index.php> - Wellness Office - Awareness/Prevention
- <http://mssulions.com/sports/2015/8/28/compliance.aspx> - Athletics Compliance
- Missouri Southern State University Student Handbook
- Missouri Southern State University Employee Handbook
- Missouri Southern State University Faculty Handbook
- University Police arrest reports
- University Annual Security report

- Director of Student Life & Conduct reports
- Residence Hall conduct reports
- Partners in Prevention quarterly and final year ending MSSU student AOD survey results and quarterly reports
 - Partners in Prevention is a Missouri Southern State University coalition representing segments of the University and Joplin community who are focused on preventing high-risk drinking among our students. We belong to a statewide coalition comprised of nineteen of Missouri's colleges and universities that is underwritten by grants from the Missouri Division of Alcohol and Other Drug Abuse and the US Department of Education. Missouri Southern State University Partners in Prevention Coalition has as its mission to create a campus and city environment that supports responsible decision making in regard to alcohol by Missouri Southern State University students. Missouri Southern State University Partners in Prevention Coalition meets on a monthly basis to plan an annual survey of student alcohol and drug use and its consequences, events that highlight responsible decision making, and materials that educate University students about our community social norms, acute alcohol poisoning, blood alcohol content, safe transportation, and other relevant issues.

The University's procedure calling for a biennial review in compliance with statutory requirements is attached at Appendix G and can be found and is maintained in the Student Affairs Office.

Pursuant to the Drug-Free Schools and Communities Act Amendments of 1989, Missouri Southern State University is required to establish a drug and alcohol prevention program for its students and employees. A biennial review of this program will be done to determine its effectiveness, to implement changes to the program if they are needed and to ensure that the university's disciplinary sanctions are consistently enforced.

Line of Authority:

Responsible administrator and office: Director of Student Conduct

Contact person: Samantha Quackenbush, Director of Student Conduct

Presidential Approval:

Annual Notification Process

Missouri Southern State University issues a notice in writing to every student and every employee annually and to every new student and employee at the start of his or her enrollment or employment. That notice includes the following:

- Standards of conduct prohibiting unlawful possession, use or distribution of illicit drugs and alcohol on the institution's property or as part of its activities
- A description of the health and safety risks associated with the use of illicit drugs and abuse of alcohol
- A description of applicable legal sanctions under local, state and federal law
- A description of counseling or treatment programs
- A clear statement and description of the disciplinary sanctions the institution will impose on students and employees.

The most recent iterations of the notifications can be found in Appendix H and Appendix I. Additionally, each new hire is required to sign a copy of the Alcohol and Drug Free Policy (see Appendix J).

The University has measures in place to ensure that each student and each employee receives the above notice in an appropriate manner:

- In the Fall semester of each year the Student Affairs Office/University Police send an all school email notifying the campus of the AOD policies that pertain to employees and students.
- Missouri Southern State University distributes the Annual Security Report and the University Student Handbook detailing all Title IX and all Alcohol and other Drug procedures and guidelines each Fall semester. The Annual Security Report and Student Handbook are made available to all students and Faculty on the MSSU website. The report is distributed each semester (Fall, Spring, and Summer) annually.
 - Each New employee in the new employee orientation process is given an information handout that includes a link to their respective employee handbook – both the Staff and Faculty handbook include the procedures for reporting, receiving help, and the consequences for any alcohol, drug, and sexual misconduct that may happen in the workplace. Also included in these respective handbooks are the disciplinary procedures
 - The University's notice and process for distributing that notice meets the requirements of the Drug-Free Schools and Campus Regulations.

The University's notice and process for distributing that notice meets the requirements of the Drug-Free Schools and Campus Regulations.

Policy Inventory

The following policies and procedures were examined as part of this biennial review. The policies and procedures can be found in their entirety in Appendices J through U.

Policy Distribution

All Missouri Southern Students receive a series of emails that include the University Annual Security Report, a copy of the MSSU Student Handbook, Title IX information, bystander information, voting rights information, a copy of the University sexual assault policy, and a copy of the student's rights and options. Students receive the above information every Fall before the beginning of November.

All Missouri Southern Employees receive a series of emails that include the University Annual Security Report, Title IX information, bystander information, voting rights information, a copy of the University sexual assault policy, and a copy of the employee's rights and options. Employee handbooks are available via MSSU's intranet. This information is primarily distributed through email but is also available through the Lionet portal as well as MSSU's employee intranet. Content of policy/ Copy of policy (may be noted with a reference to see appendices).

University Policies and Procedures

The following is a list of policies and procedures, which touch on alcohol/drug use:

- Alcohol and Drug-Free Workplace Policy (see Appendix J)
- Substance Abuse Policy (see Appendix K)
- University Housing Alcohol and Drug Conduct Policy (see Appendix L)
- Mission/Vision/Philosophy of Missouri Southern State University Code of Conduct (see Appendix M)
- Smoke/Tobacco Free Campus (see Appendix N)
- Amnesty/Responsible Action Protocol Policies (see Appendix O)

- Athletic Department Alcohol and Other Drug Use Policy (see Appendix P)
- Athletic Department Alcohol and Other Drug Testing Policy (see Appendix Q)
- Other Athletic Department Drug Policies (see Appendix R)
- Employee Assistance Program Referral Policy (see Appendix S)
- Student Alcohol Addiction Safe Harbor Policy (see Appendix T)
- Sexual Discrimination & Sexual Harassment Policy (See Appendix U)
- Substance Abuse Policy (see Appendix V)
- Financial Aid “AskRegs” Guidance (see Appendix W)
- Alcoholic Beverages – Payment from University Accounts Procedure (see Appendix X)

In addition to the policies provided in Appendix J through Appendix X, here is some additional information regarding general oversight of each policy, as well as the University’s policy enforcement:

- General oversight of each policy:
 - Description of who oversees administration of policy
 - Policies from Employee Handbook- Human Resources
 - Policies from Student Handbook- Student Conduct Office
 - Policies from Student Housing- Director of Residence Life, Residence Directors, and Resident Assistants
 - Description of who oversees monitoring of policy
 - Policies from Employee Handbook- Human Resources
 - Policies from Student Handbook- Student Conduct Office
 - Policies from Student Housing- Director of Student Conduct, Director of Residence Life, Residence Directors, and Resident Assistants
 - Description of who oversees discipline/sanctioning/adjudication of policy
 - Violation of Policies from Employee Handbook- Chief Human Resources Officer
 - Violation of Policies from Student Handbook- Student Conduct Office
 - Violation of Policies from Student Housing- Director of Student Conduct, Director of Residence Life, Residence Directors, and Resident Assistants
- Methods used for general enforcement:
 - Description of law enforcement/security forces and authority/jurisdiction
 - MSSU has a staffed police department that answers call for service, compiles reports for incidents and accidents, enforces all traffic and parking regulations on campus, provides security for sporting events, concerts, etc. on campus, checking security of buildings, monitoring activities in the dorms, provides courtesy services for students, fire safety and hazardous materials, provide timely warnings, student training, as well as provide safety information to students.

- Description of relationships with off-campus law enforcement/security forces and jurisdiction:
 - As of January 4, 2017 MSSU has contracted with the Joplin Police Department (JPD) to provide dispatching services for the University Police Department

The following is a list of websites from which policies and procedures, which touch on alcohol/drug use may be found:

- [Advising, Counseling, and Testing Services](#)
 - <http://www.mssu.edu/student-affairs/advising-counseling-testing-services/>
- [Financial Aid - Consumer Information](#)
 - <https://www.mssu.edu/student-affairs/financial-aid/consumer-information.php>
- [Safe Zone Committee](#)
 - <http://www.mssu.edu/student-affairs/safe-zone/>
- [Student Life & Conduct](#)
 - <http://www.mssu.edu/student-affairs/dean-of-students/>
- [Tobacco Free Zone](#)
 - <http://www.mssu.edu/student-affairs/smoke-free/>
- [Wilcoxon Health Center](#)
 - <http://www.mssu.edu/student-affairs/willcoxon-health-center/>

Information regarding policies can be found in:

- Employee Handbook
<http://policy.mssu.edu/handbooks/Employee%20Handbook%202020.pdf>
- Faculty Handbook
<http://policy.mssu.edu/handbooks/Faculty%20Handbook%202019-2020%20FINAL%20-%20Copy.pdf>
- Residence Life Check-In Booklet
<file:///J:/Housing/Misc.%20Documents/ResidenceLife-CheckIn-Booklet-Fall-2020.pdf>
- Student Handbook
https://www.mssu.edu/student-affairs/dean-of-students/Student%20Handbook%202020-2021_FINAL.pdf
- Student Athlete Handbook
https://mssulions.com/documents/2018/8/2/2018_19_sa_handbook.pdf?id=1863

Programs and Prevention Strategies

Missouri Southern State University has instituted a number of programs and prevention strategies geared toward students and employees. The following provides an overview of those programs and prevention strategies.

Comprehensive Program and Prevention Strategy Goals and Objectives for 2018-2020 Biennium Period

- To determine the attitudes, knowledge, and usage patterns of students in the areas of alcohol, drugs, tobacco, sexual encounters, and mental health to better meet their needs.
- To decrease student usage of marijuana through social norming campaign designed to combat the misperception of marijuana use on campus.
- To create, develop and promote alternative activities that are fun (with a small educational component) and show Missouri Southern students that fun can be had by all without influences or possessing a negative connotation or [potentially] harmful outcome, by work closely with campus departments and community organizations on disseminating healthy choices material, resources, and policy information
- Continue usage of online training, informational, educational, and referral programs, and increase certificate completion in programs with that possibility, (i.e. ALR, eCHECKUP assessments- e-chug, and e-toke) as well as decreasing alcohol violations through education and policy/enforcement.
- To utilize BASICS training by working with student alcohol/drug violators in assessing usage and possible abuse.
- Foster a collaborative effort between campus departments/organizations and community members toward the common goal of keeping our campus community safe, well, educated, and empowered to make informed decisions regarding their health, wellbeing, and life choices.

Program and Prevention Strategies Conducted for 2018 – 2020 Biennium Period

Missouri Southern State University includes a number of evidence-based strategies designed to limit alcohol and drug abuse in its community and activities. These include the following:

- Individual Based Programs/Interventions that you may be offering on campus which may be considered:

A.L.I.C.E. Training

- About the program:
 - Crime prevention programs are presented each semester by the Campus Activities Board, Student Services and the Residence Halls Association. Pamphlets regarding crime prevention are distributed to all resident students and are made available at the Student Center. The University Police Department uses the A.L.I.C.E. (Alert/Lockdown/Inform/Counter/Evacuate) training to teach students how to survive if they were to be confronted by a violent person with a weapon in a group setting. The “swarm” method (a technique for distracting and securing an attacker) is only used as a last resort when students are trapped and escape is not possible.

Alternative Programs

- About the program:
 - Missouri Southern State University offers a vast array of alternative programming options to students. These programs are sponsored by a variety of departments including Athletics, International Events, Theater, Music, First Year Experience, Residence Life, Student Activities, Recreation Services, and others. Among these events include specific programs, which have been developed and implemented to target high-risk evenings such as the last day of classes (Finals Madness), or the last day of the first week of school (Survivor Night).
- Outcomes measured at the program level:

- Student participation in alternative programs is tracked through card swipe data. This data is analyzed to determine the effectiveness of programs.

Brief Assessment and Screening for College Students (BASICS)

- About the program:
 - BASICS is offered year round to Missouri Southern student athletes and residence hall students following a drug violation or second alcohol violation. In 2018-2019, 13 students were referred to and completed the BASICS program. In 2019-2020, 2 students were referred to and completed the BASICS program. There is not satisfaction survey administered following completion of the assessment. However, according to the Lead Mental Health Counselor who completed the assessments, each participant reported that it was a beneficial consultation. A reflection of Missouri Southern staff indicated that the program normally solicits more open and honest feedback from student athlete referrals than residence life referrals.
- Outcomes measured at the program level:
 - Learning outcomes assessed-students perspective on relationship with alcohol/drug, their personal values, goals, stressors, concerns
 - Changes in knowledge gained from program/intervention- learn the reality vs. perception of alcohol/drug usage among college students, learn protective factors, learn drinking/drug usage risks, as well as address concerns the student has about their drinking
 - Changes in attitudes gained from program/intervention- increased awareness about being irresponsible when drinking/drug usage
 - Changes in beliefs gained from program/intervention-knowledge on how alcohol/drugs can alter the student's belief system
 - Changes in behaviors gained from program/intervention-knowledge on how to be safe when drinking/drug usage if the student chooses, for example having a designated driver
 - Changes in environment/trend data that can be directly attributed to program/intervention-evaluation of peer group as well as how behavior might affect the student's degree plan

CHEERS Program

- About the Program:
 - CHEERS was designed to increase the number of designated drivers throughout the state of Missouri. Bars, restaurants and nightclubs participating in CHEERS provide FREE non-alcoholic beverages to the acknowledged designated driver in a group of two or more. Establishment owners all across the state have been invited to join CHEERS and to play an active role in ensuring the health and safety of their patrons. Missouri Southern has worked with ten local establishments to participate in the CHEERS program. For the institution, the program serves as both a social norming and designated driver program. The program also works to enhance responsible beverage service in the Joplin, Missouri area.
- Outcomes measured at the program level:
 - The program is measured through data, which is gathered via the Missouri Assessment of College Health Behaviors.

Counseling Services

- About the Program:
 - Counseling Services provides free, individualized, confidential, brief, time-limited counseling sessions for currently enrolled MSSU students. These sessions are geared toward helping students meet the challenges that stand in the way of success. Successful relationships, and personal satisfaction frequently result from the solutions to life problems addressed in college. Members of the counseling staff are available for consultation to students who may have concerns about another student or friend, or about a particular situation. Counseling Services staff are also available to consult with faculty and staff regarding such issues. We can also assist in making referrals to off-campus professionals when specialized or intense long-term services are needed.

Electronic Check-Up to Go (E-CHUG)

- About the program:
 - The E-CHUG electronic check-up assessment is available to students, faculty and staff year around. The assessment is assigned to first-year students during the UE 100 course. This course is a requirement to all incoming first-year students, as well as transfer students with less than 30 transferable hours. In 2018-19, 967 students completed the electronic check-up assessment. In 2019-2020, 821 students completed the electronic check-up assessment. No users left comments on the E-CHUG platform. There are currently no satisfaction/reflections of the staff/faculty administering the assessment.
- Outcomes measured at the program level:
 - Learning outcomes assessed- reduce levels of hazardous use of alcohol and the tragic consequences that might also occur
 - Changes in knowledge gained from program/intervention-how the students drinking compares to others, relationship and health consequences, the student's personal risk, amount of money spent on alcohol, and any family risk factors
 - Changes in attitudes gained from program/intervention-- increased awareness about being irresponsible when drinking
 - Changes in beliefs gained from program/intervention- knowledge on how alcohol/drugs can alter the student's belief system
 - Changes in behaviors gained from program/intervention- knowledge on how to be safe when drinking/drug usage if the student chooses, for example having a designated driver, budgeting knowledge based on the amount of money they spend each month on alcohol
 - Changes in environment/trend data that can be directly attributed to program/intervention- evaluation of peer group as well as how behavior might affect the student's degree plan

Electronic THC Online Knowledge Experience (E-TOKE)

- About the program:
 - The E-TOKE electronic check-up assessment is available to students, faculty, and staff year around. The assessment is assigned to first-year students during the UE 100 course. This course is a requirement to all incoming first-year students, as well as transfer students with less than 30 transferable hours. In 2018-19, 938 students completed the electronic check-up assessment. In 2019-20, 774 students completed the electronic check-up assessment. No

users left comments on the E-TOKE platform. There are currently no satisfaction/reflections of the staff/faculty administering the assessment.

- Outcomes measured at the program level:
 - Learning outcomes assessed- reduce levels of hazardous use of drugs and the tragic consequences that might also occur
 - Changes in knowledge gained from program/intervention-how the students drug usage compares to others, relationship and health consequences, the student's personal risk, amount of money spent on drugs, and any family risk factors
 - Changes in attitudes gained from program/intervention-- increased awareness about being irresponsible when using drugs
 - Changes in beliefs gained from program/intervention- knowledge on how drugs can alter the student's belief system
 - Changes in behaviors gained from program/intervention- knowledge on how to be safe when drug usage if the student chooses, for example having a designated driver, budgeting knowledge based on the amount of money they spend each month on drugs
 - Changes in environment/trend data that can be directly attributed to program/intervention- evaluation of peer group as well as how behavior might affect the student's degree plan

Employee Assistance Program

- About the Program:
 - The Employee Assistance Program is offered free of charge to all employees full time and part time. When individual interventions are required for staff or faculty, these individuals would be referred to the Employee Assistance Program. There was one mandated referral during the 2018-2019 year and one mandated referral during the 2019-2020 year.

Green Dot Program

- About the program:
 - Since the summer of 2016 the campus at MSSU has adopted the Green Dot Program as a way to be proactive in reducing "power based personal violence" on campus. In the Spring of 2019 we were able to hire a full-time Coordinator for the Green Dot Program. All first year students get an overview of the program in their UE class. We also offer a "bystander training session" for students who want extensive training (4-8 hours) about how to prevent dating/domestic violence through three methods (direct/distract/delegate). In 2019, 13 students, faculty, and staff went through the Overview/Bystander training and 126 students attended the University Experience quick overview session. In the 2019-2020 academic year, 161 students, faculty, and staff attended the Overview/Bystander training and 862 students attended the University Experience quick overview session.

Motivational Interviewing

- About the program:
 - Motivational Interviewing is offered year round to Missouri Southern student athletes and residence hall students following a drug violation or second alcohol violation. In 2017-18, 13 students were referred to the BASICS program. In 2018-2019, 2 students were referred to the BASICS program. There is not satisfaction survey administered following completion of the assessment. However, according to the Lead Campus Counselor who completed the

assessments, each participant reported that it was a beneficial consultation. A reflection of Missouri Southern staff indicated that the program normally solicits more open and honest feedback from student athlete referrals than residence life referrals.

- Outcomes measured at the program level:
 - Learning outcomes assessed-students perspective on relationship with alcohol/drug, their personal values, goals, stressors, concerns
 - Changes in knowledge gained from program/intervention- learn the reality vs. perception of alcohol/drug usage among college students, learn protective factors, learn drinking/drug usage risks, as well as address concerns the student has about their drinking
 - Changes in attitudes gained from program/intervention- increased awareness about being irresponsible when drinking/drug usage
 - Changes in beliefs gained from program/intervention-knowledge on how alcohol/drugs can alter the student's belief system
 - Changes in behaviors gained from program/intervention-knowledge on how to be safe when drinking/drug usage if the student chooses, for example having a designated driver
 - Changes in environment/trend data that can be directly attributed to program/intervention-evaluation of peer group as well as how behavior might affect the student's degree plan

National Drug Take Back Program

- About the Program:
 - In both years of the Biennium Period, the MSSU Police Department partnered with the U.S. Drug Enforcement Administration (DEA), to be a host site for the "National Prescription Drug Take-Back Program." The National Prescription Drug Take-Back addresses a vital public safety and public health issue. Many Americans are not aware that medicines that languish in home cabinets are highly susceptible to diversion, misuse, and abuse. Rates of prescription drug abuse in the U.S. are at alarming rates, as are the number of accidental poisonings and overdoses due to these drugs. Studies show that many abused prescription drugs are obtained from family and friends, including from the home medicine cabinet. In addition, many Americans do not know how to properly dispose of their unused medicine, often flushing them down the toilet or throwing them away – both potential safety and health hazards. Because prescription drug abuse is a serious problem nationally on college campuses, MSSU wants to assist our students, faculty, and staff in properly disposing of old or unwanted medications.
 - For more information go to https://www.deadiversion.usdoj.gov/drug_disposal/takeback/index.html
- Outcomes measured at the program level:
 - During the previous Take-Back in October of 2019, 12,699,456 pounds of drugs were collected at 6,174 sites nationwide.

New Directions

- About the Program:
 - Students who require off-campus treatment referral are sent to New Directions. No students were referred in 2018-2019 or 2019, 2020. Ozark Center provides substance use services, treatment and support networks for the community through its New Directions program.

Comprehensive services are offered by New Directions through an umbrella of separate but interrelated components, including substance use, recovery support and anger management programs.

Wilcoxon Health Center

- About the Program:
 - The Willcoxon Health Center is here to support the health and wellness of our student body. We are an acute care clinic located in Billingsly Student Center. Some of our services include: care for acute illness, tuberculosis (TB) testing, women's health, sexually transmitted infection (STI) screening, physicals, vaccinations, and blood tests.

Enforcement Analysis

Enforcement of Missouri Southern State University policies and procedures concerning alcohol and drug use rests largely with the Division of Student Affairs, Residence Life, Human Resources, University Police, and Counseling Services. The University's enforcement process includes the following:

- Steps taken:
 - Distribution/publication of policies and annual notification distribution
 - Alcohol and Drug Free Campus Policy – dispersed annually to all-employee listserv, as well as the all-student listserv
 - Student and Employee Handbooks
 - Updated annually and posted on the University website.

		2018-2019	Range of discipline	2019-2020	Range of discipline
Possession in Violation of Policy	Alcohol	44	Administrative	65	Administrative
	Illegal drugs	31	Administrative	17	Administrative
Public disturbance	Alcohol	0	N/A	0	N/A
	Illegal drugs	0	N/A	0	N/A
Property damage	Alcohol	4? *	Administrative	0	N/A
	Illegal drugs	0	N/A	0	N/A
Physical altercations (including sexual violence)	Alcohol	1	Administrative	0	N/A
	Illegal drugs	0	N/A	0	N/A
Driving violations/	Alcohol	0	N/A	0	N/A
accidents	Illegal drugs	0	N/A	0	N/A
Illegal manufacture, sale, or distribution	Alcohol	0		0	N/A
	Illegal drugs	0		0	N/A
Fatalities	Alcohol	0	N/A	0	N/A
	Illegal drugs	0	N/A	0	N/A

Enforcement Consistency Analysis

The Task Force has assessed the consistency of imposed sanctions for violations of disciplinary standards and codes of conduct and finds sanctions imposed to be consistent in light of the circumstances surrounding each incident.

Student Conduct Process

Students at Missouri Southern are afforded fair and equitable due process for any violation of the student code of conduct. The follow is taken from the 2020 –Mission/Vision/Philosophy of Missouri Southern State University Code of Conduct (see Appendix M):

“Students should be aware that the student conduct process is quite different from criminal and civil court proceedings. Procedures and rights in student conduct procedures are conducted with fairness to all, but do not include the same protections of due process afforded by the courts. Due process, as defined within these procedures, assures notice and a hearing before an objective decision-maker. No student will be found in violation of Missouri Southern State University policy without information showing that it is more likely than not that a policy violation occurred and any sanctions will be proportionate to the severity of the violation and to the cumulative conduct history of the student.”

Assessment

At the close of the Biennial Review process, the Task Force met to discuss the report. (The agenda and minutes for the meeting can be found in Appendix Y and Appendix Z.) Included within the discussion was a SWOT/C (Strengths, Weakness, Opportunities, Threats/Challenges) Analysis, as well as overall discussion of the institution’s assessment practices, and recommendations for policy and program revisions.

The Task Force’s assessment began with a discussion regarding program level policies.

Overall discussion of institutional, divisional/office and program level policies

Strengths

- Assessment
- EAP program availability
- Collaboration between departments
- Alcohol and drug policies
- Policies are easily accessible
- Each semester a litany of alternative activities are provided to Missouri Southern students via events sponsored by the Campus Activities Board, Athletics, International department, Residence Hall Association, Theater and Music programs, among others

Weaknesses

- Healthcare budget: great availability and opportunity for assessment, but very little to no resources for follow-up
- Many Universities have entire departments devoted to Alcohol and Drug Prevention
- Staffing is minimal-everyone has primary jobs and participates in prevention efforts as they are available

Opportunities

- Evaluate other programs, see how we can combine our efforts to further spread prevention efforts
- Without a grant writer, we are missing a lot of opportunities to expand our prevention services

Threats/Challenges

- COVID-19 repercussions-loss of sports seasons, loss of personal connections, increase in free-time, alternative programming is limited, etc.
- Finding a balance in programming, want to do few enough that it makes each one seem like an event to attend, but also wanting enough so that students have outlets
- Lack of staffing-this challenge is primarily due to not having someone who is full-time dedicated to prevention efforts and follow-up

Overall discussion of institutional, divisional/office and program level programs and interventions

The Task Force continued with discussion regarding program level policies and interventions.

Strengths

- E-Checkups – The University observes a high number of participants for these assessments. The collaboration with University Experience is extremely effective.
- Ask, Listen, Refer – The University observes a high number of participants for these assessments. UE collaboration has been critically helpful.
- Wellness Incentive Program – In 2018, the Wellness Committee, Insurance Committee, and several other key areas on campus successfully launched a Wellness Incentive Program for employees. The Wellness Incentive Program (WIP) is designed to reward MSSU employees for taking advantage of Wellness related programming and education at MSSU. Each month the Wellness Committee will select programs or events that fall under one of the six aspects of wellness which are: Career, Emotional, Physical, Community, Social, Financial. Each highlighted program will have a reward tied to it, depending on the program it can be something that every WIP member in attendance gets or they are entered into a drawing for a designated prize. Participating in the Wellness Incentive Program allows University personnel to receive a discount on their monthly health insurance premium the following year. The discount is funded by Missouri Southern State University.
- Health Center – There is a Health Center on-campus at Missouri Southern. Faculty and staff can make appointments and receive a prescription from this facility without leaving campus.

Weaknesses

- The Partners in Prevention Coalition needs to increase visibility and awareness with stakeholders including students, faculty, staff, administration, and the community.
- The Missouri Southern Partners in Prevention Coalition does not feature any members from the area community beyond Missouri Southern personnel.
- Need to develop more campus buy-in for prevention programs and efforts.

Opportunities

- The implementation of data procured from the Missouri Assessment of College Health Behaviors across campus could better disseminate information to all interested parties on prevention efforts.

- Collaborative efforts with departments and programs across campus through the utilization of the Partners in Prevention data and strategic plan.
- First-year students are required to attend an orientation event called Southern Welcome. Typically, members of a student's family are also in attendance at these events. There exists an opportunity to integrate prevention efforts and data into the program.
- A vast number of departments on campus are providing programming for students. There is an enormous opportunity to identify synergies and through collaborative efforts accomplish multiple objectives through program. A small example could be including social norming messages on an event program
- Expansion of the Wilcoxon Health Center's resources, and services available to students, faculty, and staff could bring opportunities to improve the health and wellness of the campus community through prevention efforts. This would require additional staffing and resources. While collaborative opportunities with Freeman Hospital have been explored to expand the Health Center's offerings to faculty and staff, they have not yet been identified and pursued. Efforts should continue to identify and implement these collaborative strategies.
- Each year, new Faculty and Staff complete a new employee orientation, which is sponsored by the Human Resources department. There is an opportunity to improve prevention efforts at this event, through the use of data or program awareness strategies.

Threats/Challenges

- Resources – While financial resources are challenging, it is not as big of a challenge as staffing resources. MSSU has no prevention office and instead the Partners in Prevention coalition is comprised by individuals who devote a fraction of their job to prevention efforts. The team seems to be motivated to do good work, but there are also only so many hours in the day and everyone is busy.
- Staffing – Similar to the previous discussion regarding resources, units like Counseling Services, Wellness, and the Wilcoxon Health Center have staffing limitations which stem from a lack of resources. This presents a challenge of expanding on wellness efforts or implementing strategies, which could target the opportunities listed in this report.

Missouri Assessment of College Health Behaviors

Each Spring, Missouri Southern State University distributes the Missouri Assessment of College Health Behaviors. The survey is distributed across the state to the 21 institutions, which take part in the state Partners in Prevention coalition. In February 2019, Missouri Southern received feedback from 252 students. These results were able to be compared to a statewide survey sample of 9,752 survey participants. In February 2020, Missouri Southern received feedback from 312 students. These results were able to be compared to a statewide survey sample of 8,769 survey participants. Survey topics include questions pertaining to university prevention policy and programs, alcohol, drug, and tobacco usage, as well as sexual health, well-being, interpersonal violence, gambling, and drunk driving climate assessments. Each time Missouri Southern distributes the survey to campus, Partners in Prevention offers the opportunity to include up to ten additional questions. The questions can cover any topic chosen by the institution. One opportunity is to utilize the Missouri Assessment of College Health Behaviors to include questions regarding items in which there is an assessment gap.

Missouri Assessment of College Health Behaviors – Athletes

Partners in Prevention also offers an Athlete specific version of the Missouri Assessment of College Health Behaviors survey. In 2018 (the last time the MACHB-A was issued at MSSU), we had 115 student-athletes respond and that information was able to be compared with 307 participants statewide.

Summary of Program Strengths and Weaknesses

Leadership Involvement

Discussion from the Biennial Review Task Force indicates that both the Task Force and Partners in Prevention could improve leadership involvement through better awareness of prevention strategies and programs. Additionally, assessment information could be better communicated to administration and campus leadership. Both the Biennial Review Task Force and the Partners in Prevention Program should work to better educate the Missouri Southern campus on student data concerning alcohol and drug abuse. This would equip campus leadership the ability to speak more accurately on our student population in relation to prevention and wellness topics.

Adequacy of Budget for Intended Efforts

The following provides a brief summary of budgeted resources for prevention and wellness efforts at Missouri Southern State University. The Partners in Prevention Coalition receives \$10,000 in grant money annually. The Employee Wellness Program receives \$50,000 annually for wellness initiatives including prizes and programming. The University will also cover the added cost of the premium discounts achieved through the newly implemented Wellness Incentive Program. Alternative programming options are providing to Missouri Southern students through the operation budgets of the Student Life units, Residence Life program, and other areas which develop student programming. Additionally, fine money collected through the Missouri Southern conduct system is devoted to prevention efforts through the funding of the Counseling Services software, and additional funds available to the Behavior Intervention Team, Partners in Prevention, and the Safe Zone Committee.

As with any program, additional resources could improve the prevention efforts at Missouri Southern State University. Specific opportunities discussed by the Biennial Review Task Force included discussions on additional support for the following areas: Faculty/Staff training; Support and enhancement of Counseling Services.

Availability of Data

Data provided within this report and other reports (Clery, Annual Security Report, etc.) are publicly available on the Missouri Southern website in a variety of locations. The Biennial Review Task Force discussion on this subject revolved around how to better share prevention data with the campus community at large. Ideas included working data snippets into other communication platforms. For instance, a prevention statistic incorporated into a newsletter, or in an activity program. Another idea called for the development of a Workplace by Facebook page, which could distribute factoids and educate campus about program and prevention strategies.

Other Identified Gaps and Overlap

The Biennial Review Task Force discussed the overlap found between several federal reports, which must be published on an annual or biennial basis. These reports include the Clery Act, Annual Security Report, and Biennial Review. There are additional reporting mechanisms for Title IX. The Partners in Prevention program is also involved in compiled quarterly reports, which include much of the same information included within the Biennial Review. There is a huge amount of overlap between these areas and there is the opportunity to develop synergies as a result of improved communication and reporting strategies. Missouri Southern State University will attempt to capture these opportunities through Pharos, our comprehensive Student Support technology.

Regarding the gaps on campus, Biennial Review Task Force discussion centered on the small number of staff working on the aforementioned issues. Unlike most Universities, most of the efforts included within this report and being conducted by committees or coalitions, rather than an office or department.

Recommended Policy and Programming Revisions

Goals and Objectives for next Biennium

Goals and objectives for the subsequent biennial period are outlined within this section. The basis of many of the objectives included within this section can be found in the Partners in Prevention Strategic Plan (see Appendix AA).

Goal 1 – Survey the Student Population

Goal

To determine the attitudes, knowledge, and usage patterns of students in the areas of alcohol, drugs, tobacco, sexual encounters, and mental health to better meet their needs.

Discussion

The Missouri Assessment of College Health Behaviors Survey (MACHB) will be sent out every Spring to a random sample of students. Information from this survey is and will be used to assess the attitudes, knowledge, and usage patterns of Missouri Southern students in a variety of areas. The areas include alcohol, drugs, tobacco, sexual health, and mental health. The results of this assessment provide the basis for identifying prevention objectives geared toward the student population. Giving the MACHB each year provides longitudinal data that can be used in prevention efforts, including but not limited to: planning, programming, education, support offerings, and policy implementation/enforcement.

Key Areas

Director of Student Conduct and Lead Mental Health Counselor in ACTs, University PIP Coalition.

Assessment

Increase the number of MACHB responses.

Goal 2 – Develop and Promote Alternative Activities

Goal

To create, develop and promote alternative activities, which are fun (with a small educational component) and show Missouri Southern students that fun can be had without the influence of substances. These opportunities should not possess any negative connotations. By working closely with campus departments and community organizations healthy choices material, resources, and policy information can be better disseminated.

Discussion

Continuation of positive, healthy, alcohol/drug free, and affordable late-night programming events that start at 7 PM or later. Ideas include, but are not limited to Movie Nights, ThinkFast Game Show, Finals Madness, Game Nights, Craft Nights, Skate Nights, Rec Nights, Mix-n-Mingles, Dance Parties, etc. Throughout the year, departments team up to plan and implement programming that is working toward the common goal of preventing risky behavior. Collaboration also exists with instructors who often welcome class presentations that focus on related programming and the topics of the awareness weeks. By offering programming, electronic and hardcopy information, signage, Welcome Back kits, the Relaxation Room, and classroom presentations, the campus can show a solidified effort to educate and promote healthy choices.

Key Areas

Recreational Services and Wellness, Student Activities, and Residence Life (with assistance of the University PIP Coalition, ACTS, Athletics, FYE, food services, and community partners).

Assessment

This will be a challenging goal in our current times since face to face opportunities are extremely limited. Maintaining previous attendance numbers would be excellent.

Goal 3 – Continue Growth of Online CHECKUP Assessments

Goal

Continue usage of online training; informational, educational, and referral programs; and increase certificate completion in programs with that possibility (i.e. Ask, Listen, Refer assessment, eCHECKUP assessments- e-chug, and e-toke, BODYU).

Discussion

Provide training and educational opportunities for employees and students. First Year Experience classes will be used as a platform for education. These tools are available to students through the Awareness/Prevention, Counseling Services, and Other Resources webpages. The Ask, Listen Refer assessment and the eCHECKUP assessments are also available through the UE 100 class, which is required for all incoming freshmen. They are advertised on social norming campaign posters, social media, and any other method as deemed necessary/appropriate. Some tools may be used during mediation processes. These tools educate and increase awareness and understanding of related subject matters. Offering free on-line mental health screenings for depression, eating disorders, alcohol and drug abuse and dependence, etcetera, allows campus community privacy in seeking knowledge for their concerns. Ask, Listen, Refer and the eCHECKUP assessment will be a requirement in all First Year Experience classes. The Ask, Listen, Refer assessment is also available for all faculty and staff to complete and participate.

Key Areas

ACTS and the First Year Experience office (with assistance of University PIP Coalition, UPD, Residence Life, Athletics, and Recreational Service and Wellness)

Assessment

Increase e-chug and e-toke participation by 5%. Maintain the participation of ‘Ask, Listen, Refer’.

Goal 4 – Enhance Implementation of Motivational Interviewing and BASICS

Goal

To get three additional Missouri Southern State University personnel trained in Motivational Interviewing (MI) and the BASICS program. These skills will be utilized through working with student alcohol/drug violators in assessing usage and possible abuse, as well as, an opportunity to increase the prevention measure by conducting these consultations.

Discussion

BASICS is grounded into our judicial policies related to alcohol/drug violations in the residence halls and athletics, making visiting with a Motivational Interviewer and BASICS trained professional a part of the disciplinary process. This opportunity allows students to process their alcohol/drug use with a MI and BASICS trained professional and provides education for healthy behavior/decision making. Establish a BASICS point person to make sure that BASICS sanctions are being met, etc. Hope to establish a baseline for students who complete the program. Efforts are underway to enhance the implementation of the BASICS program. A new case management software has been purchased, which should enable a more streamlined approach to the process. Additionally, the communication of utilization of the program should grow across campus and be better integrated into the process of the Athletic Department and University Police alcohol and drug offense ticketing.

Key Areas

ACTS, Residence Life, Athletics, and UPD

Assessment

Student survey completed in person two weeks after meeting with MI and BASICS trained professional, Missouri Assessment of College Health Behaviors, Missouri Assessment of College Health Behaviors - Athlete

Goal 5 – Provide Prevention Related Professional Development to University Personnel

Goal

To provide professional development for Missouri Southern employees, students, and community liaisons by attending/participating in Partners in Prevention funded or Partners in Prevention provided conferences, workshops, and trainings and bringing speakers/trainings to campus.

Discussion

Continue offering opportunities to participate in educational programming offered by Partners in Prevention, NASPA, Higher Education conferences, law enforcement training, and other relevant or accredited sources. These opportunities have allowed our institution to educate members of our campus and community, continue addressing issues that affect our campus, be on the forefront of setting standards, and implement and maintain proper policies, enforcement and procedures.

Key Areas

Entire campus and community (as requested, needed, appropriate)

Assessment

Conference/training evaluations, increased community relations and knowledge/understanding of attendees, and empowered professionals and student leaders (as determined through evaluation responses)

Goal 6 – Sustain a Partners in Prevention Coalition and Biennial Review Task Force

Goal

Foster a collaborative effort between campus departments/organizations and community members toward the common goal of keeping our campus community safe, well, empowered, and educated to make informed decisions regarding their health, well-being, and life choices.

Discussion

There is much overlap between the teams, which comprise the Partners in Prevention Coalition and the Biennial Review Task Force. The Partners in Prevention Coalition meets monthly in addition to participating in monthly statewide meetings and professional development opportunities. It is the Partners in Prevention Coalition that develops the Quarterly Reports, which feed directly into this Biennial Review report. It is an objective that the Partners in Prevention Coalition continue these efforts, while including the necessary Biennial Review Task force members at necessary junctures. These groups should aim to continue to build our team and increase communication with the community that relates to keeping our students safe through implementing programs, networking, teamwork, and relationship building.

Key Areas

Recreational Services and Wellness, ACTS, UPD, Residence Life, Student Activities (with assistance of University PIP Coalition, FYE, Wilcoxon Health Center, Athletics, Academics, Director of Student Conduct, Registered Student Organizations, Student/Staff/Faculty Senates, University Council/Administration/BOG, community partners, and other areas or entities as opportunity presents)

Assessment

At least 75% of Coalition members will attend at minimum one PIP sponsored event – for example: University monthly Coalition meeting, PIP monthly meeting, PIP data call, Meeting of the Minds Conference. Will also utilize assessment information from the Missouri Assessment of College Health Behaviors increased frequency and visibility of awareness/social norming campaigns, maintained/increased program participation numbers, decreased policy violations.

The University PIP Coalition will meet monthly to determine what areas of need in prevention the University requires. Our goal is to create an environment of collaboration that permeates every aspect of Missouri Southern State University through constant contact and discussion.

The PIP Coalition members include:

Student Conduct Office – Samantha Quackenbush

Recreation Services– Cindy Webb

Wellness/Student Activities – Craig Gullett

Registered Student Organizations/Greek Life – Eli Moran

Counseling Services/PIP contact – Heather Bullock

Residence Life – Seth Sockwell

Athletics – Amanda Schmelzer

UPD – Ken Kennedy

Green Dot Coordinator- Laura Gullett

Student Rep – Varies

Biennial Review Task Force members, who do not serve on Partners in Prevention Coalition:

Financial Aid – Becca Diskin

Human Resources – Judy Wilmoth

Health Center-Julie Stamps

Student Affairs/Administrator – Darren Fullerton

Goal 7 – Enhance Safety Features on Northeast Quadrant of Campus

Goal

Enhance campus safety features on the northeast quadrant of campus. The northeast quadrant is the portion of campus in which all of the University's residence halls and dining facility are located.

Discussion

Improve campus safety, in particular on the northwest corner of campus where all of the residence halls are located. An increased sense of safety and security should make students feel more safe and comfortable, and increase their satisfaction. Additionally, increased security should help with prevention efforts. During the 2018-2019 year, more security cameras will be available in the residence halls area. This will increase visibility for campus police to include, but not limit, more patrolling of the residence hall area especially at night, quarterly engagement opportunities with campus police (pizza night, ice cream socials), and informational sessions on how to stay safe on campus.

Key Areas

Residence Life, UPD, University PIP Coalition

Assessment

Residence Life Survey, Missouri Assessment of College Health Behaviors

Goal 8 – Educate Students about Campus Prevention Efforts

Goal

Develop a more comprehensive means of educating students to the prevention efforts at Missouri Southern. Ensure students are aware of the Partners in Prevention program.

Discussion

Create an Awareness Campaign to help students, faculty, and staff to be more aware and engaged in the Partners in Prevention program and its efforts. As reported on the 2017-2018 Missouri Assessment of College Health Behaviors, only 50% of MSSU students are aware of MSSU's drug and alcohol prevention program. Having a more comprehensive means of education to the prevention efforts at MSSU will help create a healthy and safe campus environment. An Awareness Campaign will include, but not be limited to, working with PIP and MSSU's marketing department to create a MSSU PIP logo to be displayed on every prevention effort on campus. (Four Winds add the can highlight information regarding drugs and alcohol prevention efforts and highlight statistics generated from the Missouri Assessment of College Health Behaviors, emails to students)

Key Areas

University PIP Coalition, PIP, University Relations and Marketing

Assessment

Improve awareness of Missouri Southern State University's drug and alcohol prevention program by 5%. The metric is tracked on question 44 of the Missouri Assessment of College Health Behaviors.

Goal 9 – Improve Campus Awareness of Title IX and Sexual Violence Policies

Goal

Improve the awareness of the University's Title IX and sexual violence policies.

Discussion

Title IX is a federal civil rights law which dictates that no person shall, on the basis of sex, be subjected to discrimination under any education program or activity receiving Federal financial assistance. Each semester, the Dean of Student Success and Title IX Coordinator provides campus with a variety of Title IX training opportunities, which aim to increase the campus awareness of the University's Title IX and sexual violence policies. Additionally, every first year student is required to enroll in a University Experience course, which features a mandatory Title IX training component. With the new Title IX regulations, we have additional training opportunities to focus on getting all students trained, not just focusing on FYE students.

Key Areas

Student Affairs, Title IX Office,

Assessment

Improve awareness of the University's Title IX and sexual violence policies to the PIP average mark demonstrated in question 49 of the Missouri Assessment of College Health Behaviors

Goal 10 – Institute the Missouri Assessment of College Health Behaviors Athletes

Goal

Institute the Missouri Assessment of College Health Behaviors Athletes to Missouri Southern State University student athletes to determine the attitudes, knowledge, and usage patterns of student-athletes in the areas of alcohol, drugs, tobacco, sexual encounters, and mental health to better meet their needs.

Discussion

The Missouri Assessment of College Health Behaviors Survey Athletes (MACHB-A) will be sent out every Fall to all student athletes. Information from this survey is and will be used to assess the attitudes, knowledge, and usage patterns of Missouri Southern student athletes in these areas. Because this is the first time this assessment will be administered, it will help us achieve a baseline. Giving the MACHB-A each year gives us longitudinal data that can be used in prevention efforts including, but not limited to, planning, programming, education, support offerings, and policy implementation/enforcement.

Key Areas

Director of Student Conduct and Lead Mental Health Counselor in ACTs, Athletics, and University PIP Coalition.

Assessment

The introduction of the Missouri Assessment of College Health Behaviors – Athletes to Missouri Southern State University student athletes

Goal 11 – Continued Development of the Green Dot Program

Goal

It is recommended the institution continue to explore avenues, which foster the growth of the Green Dot Program.

Discussion

The Green Dot program is a bystander education approach, which aims to improve campus safety and prevention efforts through the assistance of bystanders. Currently, trainings are offered regularly on campus by one of several trained Green Dot trainers.

Key Areas

Student Affairs, Green Dot Program Leaders

Assessment

Growth of trainings and data from the Missouri Assessment of College Behaviors

Approval

This report was presented to the President on September 24, 2018. The President approved the report for issuance on (Insert date).

Appendix A: 2018 Annual Security Report

MISSOURI SOUTHERN STATE UNIVERSITY

2018 COMBINED ANNUAL SECURITY REPORT & FIRE SAFETY REPORT

Introduction

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

Policy for Preparing the Annual Report

This report is prepared by Ken Kennedy, University Police Chief, in cooperation with local law enforcement authorities and includes information provided by them as well as by the University’s campus security authorities and various other elements of the University. Each year an e-mail notification is made to all enrolled students that provides the website link to access this report. Faculty and staff receive similar notifications. Hard copies of the report may also be obtained at no cost by contacting the University Police Department at 507 N. Mission Hills Drive. The crime statistics published later in the report were compiled from reports submitted by various campus security authorities and also received from local law enforcement agencies.

MSSU is committed to taking the actions necessary to provide a safe and secure working/learning environment for all students and staff. As a member of the campus community, you can feel safe and comfortable knowing that security procedures are in place that represent best practices in the field, and are constantly tested and re-evaluated for their effectiveness.

Policies Concerning The Law Enforcement Authority and Jurisdiction of Campus Security Personnel

The MSSU Police Department (“MSSU Police”) is responsible for campus safety at the University. Its jurisdiction covers all campus property. Its personnel have arrest authority. The MSSU Police has a close working relationship with local law enforcement agencies, including the Joplin Police Department and Jasper County Sheriff’s Office, which assist the MSSU Police when necessary. The MSSU Police has written mutual aid agreements with the Joplin Police Department, the Jasper County Sheriff’s Office and other small city agencies (Duquesne, Webb City, & Carterville) that allows them to help out in emergency situations. The MSSU Police is

a member of the Tri-State Major Case Squad and may call for investigators to assist with investigations of serious crimes.

Other Officials to Whom Crimes May Be Reported (Campus Security Authorities)

MSSU also has designated other officials to serve as additional campus security authorities. Reports of criminal activity can also be made to these officials. They in turn will ensure that they are reported to the MSSU Police for collection as part of the University's annual report of crime statistics. These additional campus security authorities are: Vice President of Student Affairs (Darren Fullerton, 417-625-3135), Dean of Student Success (Julie Wengert, 417-625-9532), Director of Student Conduct (Samantha Quackenbush, 417-625-9531), Title IX Coordinator (Tamika Harrell, 417-625-3022), and the Director of Residence Life (Josh Doak, 4659-4460).

Policies on Reporting a Crime or Emergency

The University encourages accurate and prompt reporting of all criminal actions, accidents, injuries, or other emergencies to the MSSU Police and appropriate police agencies even when the victim of a crime **elects** not to do so or is unable to make such a report. Such reports should be made as follows:

- Situations that pose imminent danger or while a crime is in progress should be reported to the University Police Department by dialing **911** (MSSU contracts with JPD for dispatching services) from any campus phone or cell phone. With situations that require a police officer, but are not an emergency, a UPD officer can be contacted by calling **417-623-3131**. Although the UPD officers have primary jurisdiction, it does not preclude calling the Joplin Police Department (**911 or 417-623-3131**) or the Jasper County Sheriff's Office (**417-624-1600**) in crisis situations. Keep in mind that the individual making the call from a cell phone will need to provide the address where the emergency has occurred. After making the call, also make a report to one of the campus security authorities identified above.
- Students, staff, and visitors should report criminal actions, accidents, injuries, or other emergency incidents to one of the campus security authorities identified above. Once reported, the individual making the report will be encouraged to also report it to appropriate police agencies. If requested, a member of the University staff will assist a student in making the report to the police.
- For service calls (jump starts, unlocks, etc.) anyone may still call **417-626-2222** and speak to an MSSU police officer without being routed to JPD first.
- Anonymous incident reports can also be made by contacting a UPD officer and requesting to remain anonymous, or by sending an email to UPD@mssu.edu.

Confidential Reporting

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

Pursuant to the University's Sexual Misconduct Policy, when an employee who is not a confidential resource becomes aware of alleged misconduct under that policy (including, but not limited to, dating violence, domestic violence, sexual assault, and stalking), the employee is responsible for reporting that information, including the status of the parties if known, to the Title IX Coordinator. A victim of other types of crimes who does not want to pursue action within the University disciplinary system or the criminal justice system is nevertheless encouraged to make a confidential report to a campus security authority. With the victim's permission, a report of the details of the incident can be filed without revealing the victim's identity. Such a confidential report complies with the victim's wishes, but still helps the University take appropriate steps to ensure the future safety of the victim and others. With such information, the University can keep an accurate record of the number of incidents involving students, determine where a pattern of crime may be developing and alert the community as to any potential danger. These confidential reports are counted and disclosed in the annual crime statistics for the University.

Counselors with the ACTS Office are encouraged, if they deem it appropriate, to inform the persons they are counseling of the procedures to report crimes on a voluntary, confidential basis for inclusion in the annual report. Information will not be reported by counselors in the ACTS Office to the Dean of Student Success (Title IV Coordinator) or the Student Conduct person for a Title IX investigation without the consent of the person being counseled.

Monitoring Off Campus Locations of Recognized Student Organizations.

MSSU does not have off-campus student organizations that are recognized by the institution, and thus does not track or record criminal activity at such locations.

Disclosure of Outcome of Crime of Violence or Non-Forcible Sex Offense

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

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

Educational Programs Related to Security Awareness and Prevention of Criminal Activity

MSSU seeks to enhance the security of its campus and the members of the campus community by periodically presenting educational programs to inform students and employees about campus security procedures and practices, to encourage students and employees to be responsible for their own security and the security of others and to inform them about the prevention of crimes. A description of those programs and their frequency of presentation follows:

- Since the summer of 2016 the campus at MSSU has adopted the **Green Dot Program** as a way to be proactive in reducing “power based personal violence” on campus. All first year students get an overview of the program in their UE class, plus each semester a “bystander training session” is offered for students who want extensive training (4 hours) about how to prevent dating/domestic violence through three methods (direct/distract/delegate).
- Crime prevention programs are presented each semester by the Campus Activities Board, Student Services and the Residence Halls Association. Pamphlets regarding crime prevention are distributed to all resident students and are made available at the Student Center. The University Police Department uses the **A.L.I.C.E.** (Alert/Lockdown/Inform/Counter/Evacuate) training to teach students how to survive if they were to be confronted by a violent person with a weapon in a group setting. The “swarm” method (a technique for distracting and securing an attacker) is only used as a last resort when students are trapped and escape isn’t possible.
- Employees and students are informed about the prevention of crimes through written communication from school management, via campus postings, email distribution, or internet posting. In addition, students and faculty/staff members receive flyers regarding the prevention of sexual assault, bystander intervention, sexual assault policies, services of the University Police Department, substance abuse policy, and the Campus Security Act Procedures.
- Members of the campus community may access information about “campus security” practices and procedures by going to the University Police web site (www.mssu/police). This document (Annual Security Report) is published to all students and faculty/staff members each semester. First year students in the University Experience classes are given details about how to more effectively be the “eyes and ears” of the UPD. They are informed about how to interact with police officers if they have any type of problem on campus. They are educated about police procedures and practices.

Building Security

All academic buildings are secured during the evenings and weekends. Access to the buildings is only allowed for faculty/staff members and students who are accompanied by faculty/staff members. The three largest residence halls are locked at midnight each night by Residence Hall staff members. Students are issued keys to access only their specific building and living quarters. Police officers secure the dorm buildings around midnight as well, performing random “walk-throughs” and vehicle patrols around the residence halls from 11:30 p.m. until 7:30 a.m. each night.

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

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

Keys to the offices, laboratories, and classrooms on campus will be issued to employees only as needed and after receiving the proper authorization. Each department supervisor is responsible for assuring his/her area is secured and locked.

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

Employee and student identification cards may be used to verify the identity of persons suspected to be in campus facilities without permission.

Safety Considerations in Maintenance of Campus Facilities

Security also is a consideration in maintaining campus facilities. For example, maintenance personnel regularly check to ensure pathways are well lighted and that egress lighting is working in hallways and stairwells. Grounds crews also trim shrubs to make it more difficult for someone to hide in them.

Timely Warnings

In the event of criminal activity occurring either on campus or off campus that in the judgment of the MSSU Police Chief constitutes an ongoing or continuing threat, a campus-wide “timely warning” will be issued. Examples would be a rash of motor vehicle thefts or sexual assaults in the area that merit a warning because they present a continuing threat to the campus community. This warning will be communicated to students and employees via email and the campus website. Updates to the warnings will be provided as appropriate.

The University has communicated with local law enforcement agencies requesting their cooperation in providing information about any crimes reported to them that may warrant a timely warning. Anyone else with information warranting a timely warning should immediately report the circumstances to the MSSU Police by dialing 417-623-3131.

Emergency Response and Evacuation Procedures

MSSU has an emergency management plan designed to ensure there is a timely and effective response in the event of a significant emergency or dangerous situation occurring on campus involving an immediate threat to the health or safety of members of the campus community. Such situations include, but are not limited to: tornadoes, bomb threats, chemical spills, disease outbreaks, fires, active shooters, etc. The MSSU Police Department has communicated with the Joplin Police Department requesting their cooperation in informing the University about

situations reported to them that may warrant an emergency response. Students, staff and visitors are encouraged to notify the MSSU Police Department (417-623-3131) of any situation that poses such a threat.

The on scene Incident Commander (Ken Kennedy, 417-625-9751) or (Chris Houk, 417-625-5490), in conjunction with the Emergency Management Director (Darren Fullerton, 417-625-3135), will access available sources of information from campus administrative staff and local authorities to confirm the existence of the danger and will be responsible for initiating the University's response and for marshaling the appropriate local emergency response authorities for assistance. Depending on the nature of the emergency, other University departments may be involved in the confirmation process. With a major crisis, the command team will work closely with the Joplin Police Department and Jasper County Sheriff's Office in a unified command structure. Some or all of the administrators noted above will also determine the appropriate segment or segments of the University to be notified.

Once the emergency is confirmed, the University community, or appropriate segments of it, will be notified. The Incident Command Team, in collaboration with other appropriate personnel, will determine who should be notified and will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency. Depending on the segments of the campus the notification will target, the content of the notification may differ. When appropriate, the content of the notification will be determined in consultation with local authorities. Also as appropriate, the notification will give guidance as to whether its recipients should shelter in place or evacuate their location.

The MSSU Police Chief will direct the issuance of emergency notifications, which will be accomplished using one or more of the following means, depending on the nature of the threat and the segment of the campus community being threatened. Students and faculty/staff members do not need to sign-up to be included in any of the emergency notification systems below.

- Text messages (through the Rave system)
- "Big Voice" broadcasting speaker system
- Emails
- University web site
- Posted notices
- Local media sources

The Director of University Relations and Marketing (Heather Lesmeister, 417-625-9365) or her designee will disseminate emergency information to the larger community; that is those outside of the campus community.

The University tests various emergency response and evacuation procedures each year. Also, at various times the Emergency Management Team will meet to train and test and evaluate the University's emergency response plan. The Police Chief, the Director of Residence Life and the Fire Safety Officer maintain records of these tests and training exercises, including a description of them, the dates and times they were held and an indication of whether they were announced or unannounced. In connection with at least one such test, the University will distribute to its students and employees information to remind them of the University's emergency response and evacuation procedures. The MSSU emergency plan was tested on 06/01/2018 with an active shooter response drill at the

Criminal Justice Building. The Vice-President of Student Affairs authorized a Rave message that was sent to all campus (which was simulated). Police officers responded to various scenarios involving active shooters and used air-soft guns to stop the threat each time. A debriefing was held afterward at the UPD to critique the drill.

Missing Person Procedures

If a member of the University community has reason to believe that a student who resides in on-campus housing is missing, that information should be reported immediately to the Director of Resident Life (417-659-4460), the Dean of Student Success (417-625-9532) or the Student Life & Conduct person (417-625-9531) and/or the Vice-President of Student Affairs (417-625-3135). The MSSU Police will be immediately notified and an investigation initiated.

In addition to registering a general emergency contact, students residing in on-campus housing have the option to identify confidentially an individual to be contacted by the University in the event the student is determined to be missing for more than 24 hours. If a student has identified such an individual, the University will notify that individual no later than 24 hours after the student is determined to be missing. A student who wishes to designate a confidential contact may do so by confiding in a trusted MSSU faculty/staff member, who will notify their supervisor and/or the Vice President of Student Affairs (417-625-3135). A student's confidential contact information will be accessible only by authorized campus officials and law enforcement in the course of the investigation.

After investigating a missing person report, if it is determined that the student has been missing for 24 hours, MSSU will notify local police authorities (if they were not the entity that made the determination that the student is missing) and the student's emergency contact no later than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not emancipated, the University will also notify that student's parent or legal guardian immediately after the University has determined that the student has been missing for 24 hours.

Policy, Procedures and Programs Related to Sexual Assault, Domestic and Dating Violence and Stalking

Consistent with the requirements of Title IX of the Education Amendments of 1972 and the Clery Act as amended by the Violence Against Women Act (VAWA), MSSU prohibits discrimination based on sex in its educational programs and activities, including sexual harassment and also acts of domestic violence, dating violence, sexual assault and stalking. The University also prohibits any retaliation, intimidation, threats, coercion or any other discrimination against any individuals exercising their rights or responsibilities pursuant to this policy or pursuant to laws or institutional policy. A full statement of the University's Sexual Misconduct Policy and the procedures for filing, investigating and resolving complaints for violations of that policy may be found at

<https://www.mssu.edu/student-affairs/university-police/2018%20Sexual%20misconduct%20policy.pdf>.

The following discusses the University's educational programs to promote the awareness of domestic violence, dating violence, sexual assault and stalking; provides information concerning procedures students and employees should follow if they become a victim of one of these offenses; advises students of services available in the event

they do become a victim; and advises students and employees of the disciplinary procedures that will be followed after an allegation that one of these offenses has occurred.

Primary Prevention and Awareness Programs

MSSU has a Primary Prevention and Awareness Program (PPAP) for all incoming students and new employees that is intended to help stop dating and domestic violence, sexual assault and stalking before they occur through the promotion of positive and healthy behaviors foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention and see to change behavior and social norms in healthy and safe directions.

The PPAP includes a statement that MSSU prohibits the offenses of domestic violence, dating violence, sexual assault and stalking. In that regard, the following definitions apply within the state of Missouri and are used in this PPAP training:

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

Crime Type (Missouri Revised Statutes)	Definitions
	<ul style="list-style-type: none"> Domestic Assault, Third Degree (Mo. Rev. Stat. § 565.074): A person commits the offense of domestic assault in the third degree if he or she attempts to cause physical injury or knowingly causes physical pain or illness to a domestic victim, as the term "domestic victim" is defined under section 565.002. Domestic Assault in the Fourth Degree (Mo. Rev. Stat. § 565.076): A person commits the offense of domestic assault in the fourth degree if the act involves a domestic victim, as the term "domestic victim" is defined under section 565.002, and: (1) The person attempts to cause or recklessly causes physical injury, physical pain, or illness to such domestic victim; (2) With criminal negligence the person causes physical injury to such domestic victim by means of a deadly weapon or dangerous instrument; (3) The person purposely places such domestic victim in apprehension of immediate physical injury by any means; (4) The person recklessly engages in conduct which creates a substantial risk of death or serious physical injury to such domestic victim; (5) The person knowingly causes physical contact with such domestic victim knowing he or she will regard the contact as offensive; or (6) The person knowingly attempts to cause or causes the isolation of such domestic victim by unreasonably and substantially restricting or limiting his or her access to other persons, telecommunication devices or transportation for the purpose of isolation.
Stalking	<ul style="list-style-type: none"> Stalking, First Degree (Mo. Rev. Stat. § 565.225): A person commits the offense of stalking in the first degree if he or she purposely, through his or her course of conduct, disturbs or follows with the intent of disturbing another person and: (1) Makes a threat communicated with the intent to cause the person who is the target of the threat to reasonably fear for his or her safety, the safety of his or her family or household member, or the safety of domestic animals or livestock as defined in section 276.606 kept at such person's residence or on such person's property. The threat shall be against the life of, or a threat to cause physical injury to, or the kidnapping of the person, the person's family or household members, or the person's domestic animals or livestock as defined in section 276.606 kept at such person's residence or on such person's property; or (2) At least one of the acts constituting the course of conduct is in violation of an order of protection and the person has received actual notice of such order; or (3) At least one of the actions constituting the course of conduct is in violation of a condition of probation, parole, pretrial release, or release on bond pending appeal; or (4) At any time during the course of conduct, the other person is seventeen years of age or younger and the person disturbing the other person is twenty-one years of age or older; or (5) He or she has previously been found guilty of domestic assault, violation of an order of protection, or any other crime where the other person was the victim; or (6) At any time during the course of conduct, the other person is a participant of the address confidentiality program under sections 589.660 to 589.681, and the person disturbing the other person knowingly accesses or attempts to access the address of the other person. Stalking, Second Degree (Mo. Rev. Stat. § 565.227.1): A person commits the offense of stalking in the second degree if he or she purposely, through his or her course of conduct, disturbs, or follows with the intent to disturb another person. As used in the definitions of stalking above, the term "disturbs" shall mean to engage in a course of conduct directed at a specific person that serves no legitimate purpose and that would cause a reasonable person under the circumstances to be frightened, intimidated, or emotionally distressed.
Sexual Assault	The institution has determined, based on good-faith research, that Missouri's criminal statutes do not define the term sexual assault.

Crime Type (Missouri Revised Statues)	Definitions
	<p>However, Missouri’s protective order statutes indicate that “sexual assault” means causing or attempting to cause another to engage involuntarily in any sexual act by force, threat of force, duress, or without that person’s consent. (Mo. Rev. Stat. § 455.010(1)(e)).</p>
<p>Rape, Fondling, Incest, Statutory Rape</p>	<p>For purposes of the Clery Act, the term “sexual assault” includes the offenses of rape, fondling, incest, and statutory rape. These definitions under Missouri law are as follows:</p> <ul style="list-style-type: none"> • Rape in the First Degree (Mo. Rev. Stat. § 566.030.1): A person commits the offense of rape in the first degree if he or she has sexual intercourse with another person who is incapacitated, incapable of consent, or lacks the capacity to consent, or by the use of forcible compulsion. Forcible compulsion includes the use of a substance administered without a victim's knowledge or consent which renders the victim physically or mentally impaired so as to be incapable of making an informed consent to sexual intercourse. • Rape in the Second Degree (Mo. Rev. Stat. § 566.030.1): A person commits the offense of rape in the second degree if he or she has sexual intercourse with another person knowing that he or she does so without that person's consent. • Fondling: The institution has determined, based on good-faith research, that Missouri law does not define the term fondling. • Incest (Mo. Rev. Stat. § 568.020.1): A person commits the offense of incest if he or she marries or purports to marry or engages in sexual intercourse or deviate sexual intercourse with a person he or she knows to be, without regard to legitimacy, his or her: (1) Ancestor or descendant by blood or adoption; or (2) Stepchild, while the marriage creating that relationship exists; or (3) Brother or sister of the whole or half-blood; or (4) Uncle, aunt, nephew or niece of the whole blood. • Statutory Rape, First Degree (Mo. Rev. Stat. § 566.032.1): A person commits the offense of statutory rape in the first degree if he or she has sexual intercourse with another person who is less than fourteen years of age. • Statutory Rape, Second Degree (Mo. Rev. Stat. § 566.034.1): A person commits the offense of statutory rape in the second degree if being twenty-one years of age or older, he or she has sexual intercourse with another person who is less than seventeen years of age.
<p>Other “sexual assault” crimes</p>	<p>Other crimes under Missouri law that may be classified as a “sexual assault” include the following:</p> <ul style="list-style-type: none"> • Sodomy in the First Degree (Mo. Rev. Stat. § 566.060.1): A person commits the offense of sodomy in the first degree if he or she has deviate sexual intercourse with another person who is incapacitated, incapable of consent, or lacks the capacity to consent, or by the use of forcible compulsion. Forcible compulsion includes the use of a substance administered without a victim's knowledge or consent which renders the victim physically or mentally impaired so as to be incapable of making an informed consent to sexual intercourse. • Sodomy in the Second Degree (Mo. Rev. Stat. § 566.061.1): A person commits the offense of sodomy in the second degree if he or she has deviate sexual intercourse with another person knowing that he or she does so without that person's consent. • Statutory Sodomy, First Degree (Mo. Rev. Stat. § 566.062.1): A person commits the offense of statutory sodomy in the first degree if he or she has deviate sexual intercourse with another person who is less than fourteen years of age. • Statutory Sodomy, Second Degree (Mo. Rev. Stat. § 566.064.1): A person commits the offense of statutory sodomy in the second degree if being twenty-one years of age or older, he or she has deviate sexual intercourse with another person who is less than seventeen years of age.

Crime Type (Missouri Revised Statues)	Definitions
	<ul style="list-style-type: none"> • Child Molestation, First Degree (Mo. Rev. Stat. § 566.067.1): A person commits the offense of child molestation in the first degree if he or she subjects another person who is less than fourteen years of age to sexual contact and the offense is an aggravated sexual offense. • Child Molestation, Second Degree (Mo. Rev. Stat. § 566.068.1): A person commits the offense of child molestation in the second degree if he or she: (1) Subjects a child who is less than twelve years of age to sexual contact; or (2) Being more than four years older than a child who is less than seventeen years of age, subjects the child to sexual contact and the offense is an aggravated sexual offense. • Child Molestation, Third Degree (Mo. Rev. Stat. § 566.069.1): A person commits the offense of child molestation in the third degree if he or she subjects a child who is less than fourteen years of age to sexual contact. • Child Molestation, Fourth Degree (Mo. Rev. Stat. § 566.071.1): A person commits the offense of child molestation in the fourth degree if, being more than four years older than a child who is less than seventeen years of age, subjects the child to sexual contact. • Sexual Misconduct Involving a Child (Mo. Rev. Stat. § 566.083.1): A person commits the offense of sexual misconduct involving a child if such person: (1) Knowingly exposes his or her genitals to a child less than fifteen years of age under circumstances in which he or she knows that his or her conduct is likely to cause affront or alarm to the child; (2) Knowingly exposes his or her genitals to a child less than fifteen years of age for the purpose of arousing or gratifying the sexual desire of any person, including the child; (3) Knowingly coerces or induces a child less than fifteen years of age to expose the child's genitals for the purpose of arousing or gratifying the sexual desire of any person, including the child; or (4) Knowingly coerces or induces a child who is known by such person to be less than fifteen years of age to expose the breasts of a female child through the internet or other electronic means for the purpose of arousing or gratifying the sexual desire of any person, including the child. • Sexual Misconduct, First Degree (Mo. Rev. Stat. § 566.093.1): A person commits the offense of sexual misconduct in the first degree if such person: (1) Exposes his or her genitals under circumstances in which he or she knows that his or her conduct is likely to cause affront or alarm; (2) Has sexual contact in the presence of a third person or persons under circumstances in which he or she knows that such conduct is likely to cause affront or alarm; or (3) Has sexual intercourse or deviate sexual intercourse in a public place in the presence of a third person. • Second Degree Sexual Misconduct (Mo. Rev. Stat. § 566.095.1): A person commits the offense of sexual misconduct in the second degree if he or she solicits or requests another person to engage in sexual conduct under circumstances in which he or she knows that such request or solicitation is likely to cause affront or alarm. • Sexual Abuse in the First Degree (Mo. Rev. Stat. § 566.100.1): A person commits the offense of sexual abuse in the first degree if he or she subjects another person to sexual contact when that person is incapacitated, incapable of consent, or lacks the capacity to consent, or by the use of forcible compulsion. • Sexual Abuse, Second Degree (Mo. Rev. Stat. § 566.101.1): A person commits the offense of sexual abuse in the second degree if he or she purposely subjects another person to sexual contact without that person's consent.
Consent (as it relates to sexual activity) (Mo. Rev. Stat. § 556.061(14))	Consent or lack of consent may be expressed or implied. Assent does not constitute consent if: (a) It is given by a person who lacks the mental capacity to authorize the conduct charged to constitute the offense and such mental incapacity is manifest or known to the actor; or (b) It is given by a person who by reason of youth, mental disease or defect, intoxication, a drug-induced state, or any other reason is manifestly unable or known by the actor to be unable to make a

Crime Type (Missouri Revised Statutes)	Definitions
	reasonable judgment as to the nature or harmfulness of the conduct charged to constitute the offense; or (c) It is induced by force, duress or deception.

In addition to the definition of consent under Missouri law, the University uses the following definition of consent for the purpose of determining whether a violation of its Sexual Misconduct Policy has occurred:

Lack of consent is often the critical factor in determining whether Sexual Misconduct has occurred. Consent is informed, freely given, and mutually understood. Consent requires an affirmative act or statement by each participant. Consent is not passive. The University does not recognize consent by silence.

Under Missouri law, lack of consent for criminal purposes results when a person...is incapacitated, incapable of consent, or lacks the capacity to consent, or by the use of forcible compulsion. “Forcible compulsion” includes the use of a substance administered without a victim's knowledge or consent, which renders the victim physically or mentally impaired so as to be incapable of making an informed consent. Mo. Rev. Stat. § 566.030.

If a person is below the minimum age of consent in the applicable jurisdiction, there cannot be consent. In Missouri, the minimum age of consent is 17 years of age.

In addition to Missouri law, the following are essential to understanding what constitutes effective consent under the policy:

- If coercion, intimidation, threats, and/or physical force are used, there is no consent.
- If a person’s physical or mental disability renders them incapable of understanding the fact, nature, or extent of the sexual situation, there is no consent.
- If a person is impaired by alcohol or drugs such that the person cannot understand the fact, nature, or extent of the sexual situation, there is no consent.
- If a person is asleep or unconscious, there is no consent.
- Consent to one form of sexual activity does not imply consent to other forms of sexual activity.
- Consent can be withdrawn. A person who initially consents to sexual activity is deemed not to have consented to any sexual activity that occurs after he or she withdraws consent.
- Consent may be deemed invalid when it is obtained in circumstances where one party exercised a position of direct authority or control over another.
- A victim is not required to affirmatively/physically resist or say “stop” in order for there to be Sexual Violence/Assault.

The PPAP encourages positive and healthy behaviors by noting that the majority of sexual offenses that occur on campus communities are committed by people known by their victims. Often, these types of assaults are not reported to police or campus authorities because people do not think this unwanted sexual contact constitutes sexual assault since they know the assailant. These assailants, however, are able to continue to exploit people by manipulating that trust. By reporting these incidents, you will significantly decrease the likelihood that this individual can subject another person to this type of victimization.

The PPAP includes instruction on risk reduction, including how to avoid becoming a victim and the warning signs of abusive behavior, the recognition of which will help mitigate the likelihood of perpetration, victimization or bystander inaction. Specifically, they are advised:

- If you find yourself in an uncomfortable sexual situation, these suggestions may help you reduce your risk:
 - Make your limits known before going too far.
 - You can withdraw consent to sexual activity at any time. Do not be afraid to tell a sexual aggressor “NO” clearly and loudly.
 - Try to remove yourself from the physical presence of a sexual aggressor. Be direct as possible about wanting to leave the environment.
 - Grab someone nearby and ask them for help.
 - Be responsible about your alcohol and/or drug use. Alcohol and drugs can lower your sexual inhibitions and may make you vulnerable to someone who views an intoxicated/high person as a sexual opportunity.
 - Attend large parties with friends you trust. Watch out for your friends and ask that they watch out for you.
 - Be aware of someone trying to slip you an incapacitating “rape drug” like Rohypnol or GHB.
- If you find yourself in the position of being the initiator of sexual behavior, these suggestions may help you to reduce your risk of being accused of sexual assault or another sexual crime:
 - Remember that you owe sexual respect to the other person.
 - Don’t make assumptions about the other person’s consent or about how far they are willing to go.
 - Remember that consent to one form of sexual activity does not necessarily imply consent to another form of sexual behavior.
 - If your partner expresses a withdrawal of consent, stop immediately.
 - Clearly communicate your sexual intentions so that the other person has a chance to clearly tell you their intentions.
 - Consider “mixed messages” a clear sign that the other person is uncomfortable with the situation and may not be ready to progress sexually.
 - Don’t take advantage of someone who is really drunk or on drugs, even if they knowingly and intentionally put themselves in that state. Further, don’t be afraid to step in if you see someone else trying to take advantage of a nearly incapacitated person.
 - Be aware of the signs of incapacitation, such as slurred speech, bloodshot eyes, vomiting, unusual behavior, passing out, staggering, etc.
- It is also important to be aware of the warning signs of an abusive person. Some examples include:
 - Past abuse
 - Threats of violence or abuse
 - Breaking objects
 - Using force during an argument
 - Jealousy
 - Controlling behavior

- Quick involvement
- Unrealistic expectations
- Isolation
- Blames others for problems
- Hypersensitivity
- Cruelty to animals or children
- “Playful” use of force during sex
- Jekyll-and-Hyde personality

Bystander Intervention is another topic of the PPAP. Often people don’t intervene because they may assume a situation isn’t a problem, or feel it is none of their business. They may assume that someone else will do something, or believe that other people weren’t bothered by the problem. In some cases, a person might feel their personal safety is at risk.

When people do intervene in a situation, they often say that it was the right thing to do, and that they’d want someone to intervene if the roles were reversed. MSSU encourages students and faculty staff members to take action if they have an opportunity to prevent or intervene in an incident. They should also constantly be aware of events occurring around them and (if possible) create solutions.

Individuals on campus are even asked to intervene in situations as soon as it is possible to safely do so, at least speaking up so that others know what is going on. Of course, students and others should think about their response to ensure that their actions don’t actually escalate the situation. Generally, telling friends that behavior is not acceptable is appropriate. Notifying the UPD or others in authority is also always appropriate.

Individuals are encouraged to take safe and positive steps to prevent harm or intervene when there is a risk of domestic violence, dating violence, sexual assault or stalking against another person. This includes reporting such incidents to appropriate authorities. Other steps that can be taken include:

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

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

Ongoing Prevention and Awareness Campaign

The University also has an Ongoing Prevention and Awareness Campaign (OPAC) for all students and faculty. This OPAC includes activities and materials that are presented over time to increase understanding of the issues related

to sexual assault, domestic and dating violence and stalking. They cover essentially the same topics as the PPAP but are intended to reinforce that training and thus make it more effective in preventing these offenses.

PPAP and OPAC Programming Methods

The PPAP and OPAC are carried out in a variety of ways, using a range of strategies, and, as appropriate, targeting specific audiences throughout the University. Past programming currently planned programming at MSSU includes the following:

- Faculty, and Staff receive yearly annual sexual misconduct prevention training on Title IX and VAWA. Faculty and Staff are required to attend mandatory training that address all aspects of Title IX and VAWA including; definitions of sexual misconduct, discrimination, harassment, stalking, domestic abuse, dating violence, consent, and retaliation; responsibilities as an employee of the university (mandatory reporting), to whom to report the incident (Title IX Coordinator), and scope of geography.
- Students also receive yearly training on Title IX and VAWA in the form of an online class. The training for student includes all the same aspects as faculty/staff training with the added area of bystander information.
- Healthy Relationships week,
- Sexual Assault Awareness Week (Assisting Alpha Sigma Alpha students, Take back the night), and
- Web resource “Student Health 101.”
- A women’s self-defense class (Rape Aggression Defense) is now being offered at MSSU through the Kinesiology Program. In this class girls are not only taught how to avoid risky behaviors, they learn basic and advanced skills for resisting a sexual attack.

Procedures to Follow if You are a Victim of a Sex Assault, Domestic or Dating Violence and Stalking:

If you are a victim of a sexual assault, domestic violence, dating violence, or stalking, go to a safe place and call the MSSU Police at 911 or 417-623-3131. At the earliest opportunity, you should also contact the University’s Title IX Coordinator Julie Wengert at 417-625-9532 or Landon Adams at 417-625-9531, BSC 347]. Victims will be notified in writing of the procedures to follow, including:

1. To whom and how the alleged offense should be reported:

- a. In addition to filing a report with the MSSU Police or the University’s Title IX Coordinator, a report may also be made to the Deputy Title IX Coordinator (information listed below) or another campus security authority listed on page 2 of this report.

2. The importance of preserving evidence that may be necessary to prove the offense in a criminal proceeding or disciplinary action or to obtain a protective order. To that end, keep in mind the following:
 - a. You should not remove clothing items worn during or following an assault, as they frequently contain valuable fiber, hair, and fluid evidence.
 - b. Don't bathe or wash, or otherwise clean the environment in which the assault occurred.
 - c. You can obtain a forensic examination at Freeman Hospital at 1102 West 32nd Street, Joplin, Missouri. The SANE nurses are trained to interview victims, collect evidence and prescribe medications as needed. For more information about the SANE program go to saneinfo@freemanhealth.com . Their number is 417-347-SANE (7263).
 - d. Completing a forensic examination does not require you to file a police report, but having a forensic examination will help preserve evidence in case you decide at a later date to file a policy report.
 - e. Evidence in electronic formats should also be retained (e.g., text messages, emails, photos, social media posts, screenshots, etc.).
 - f. Victims of stalking should also preserve evidence of the crime to the extent possible.
3. The victim's options regarding notification to law enforcement, which are:
 - a. The option to notify either on-campus or local police (contact information is listed in the opening paragraphs of this section).
 - If the option to report to police, a UPD officer will contact the victim (preferably on campus) and begin an investigation. The officer will ask for specific details regarding times, dates and places in which the suspect made contact with the victim after being told he/she no longer wanted to be contacted. UPD officers will then interview the suspect and submit the case to the Jasper County Prosecutor's Office for the filing of criminal charges. Everything possible will be done to insure the safety of the victim.
 - The Joplin Police Department is located at 303 E. 3rd Street in Joplin, Missouri. You may walk in to the front entrance and talk to a clerk at the desk, or simply call 417-623-3131 and have an officer dispatched to your location within the city limits. In addition to details about a crime, victims should be prepared to provide their address, phone number, date of birth, etc.
 - b. The option to be assisted by campus security authorities (UPD) in notifying law enforcement if the victim so chooses (the University will comply with such a request if it is made).
 - c. The option to decline to notify such authorities.
4. Where applicable, the rights of victims and the institution's responsibilities regarding orders of protection, no-contact orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court.

- a. In Missouri, victims may obtain an Adult Order of Protection, which provides protective relief for victims of domestic violence, stalking, or sexual assault. Information about Adult Orders of Protection may be found at: <http://www.courts.mo.gov/page.jsp?id=533>.
- b. A protection order may be obtained by filing a petition with the court. Courts can issue two types of orders: (1) Ex Parte Orders, which act as a temporary emergency order to protect a victim, for up to 15 days, until a court hearing, and (2) Full Orders of Protection, which may be issued for up to one year. Additional information about the orders may be found at: <http://www.courts.mo.gov/file.jsp?id=69655>.
 - A Petition for Order of Protection should be filed at the Jasper County Court House. The address is: 601 South Pearl Avenue, Room 300, Joplin, MO 64801. The phone number is 417-625-4310. More information is available here: <http://jaspercounty.org/courts/exparte.html>.
 - The circuit court clerk's office can provide the necessary forms and may assist in completing the forms. Forms may also be found online at: <http://www.courts.mo.gov/file.jsp?id=537>. A victim should be prepared to present documentation and/or other forms of evidence when filing for an order of protection.
 - Victims may also contact local domestic violence and sexual assault advocates for assistance in obtaining a protection order.
- c. When a protection order is granted, it is enforceable statewide. If you have obtained a protection order and need it to be enforced in your area, you should contact the local police department.
- d. Any student or employee who has a restraining order, order of protection, no contact order or any other such order issued by a court against another individual (whether or not that individual is also a student or employee of the University) is highly encouraged to notify the MSSU Police Department or a campus security authority of the threat and to provide a copy of the restraining order so that it is kept on file with the MSSU Police and can be enforced, if necessary. The UPD will honor the order and do everything possible to ensure the safety of the victim.

Available Victim Services:

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

University Support Services

- Wilcoxon University Health Center – Billingsly Student Center 242, Tel: 417-625- 9323 (Hours 8:00-5:00 M-F)
- Counseling Department – Hearnese Hall 314, Tel.: 417-625-9324 (Hours 8:00-5:00 M-F)

Financial Aid

- Hearnese Hall Room 109, Tel: 417-625-9325 (Hours 8:00-5:00 M-F)

Third Party Support Services

- Lafayette House (Battered Women) – Tel: 417-782-1772
- Ozark Center Crisis Services – Tel: 417-347-7720 or 800-247-0661
- National Sexual Assault Hotline – Tel: 800-656-4673
- SANE (Sexual Assault Nurse Practitioner) – 417-347-7263
- Missouri Coalition Against Domestic & Sexual Violence – <http://mocadsv.org/>
- National Domestic Violence Hotline – 1-800-799-7233

Legal Aid, Visa and Immigration Assistance

- Legal Services of Missouri: <http://www.lsmo.org/>
- Immigration Advocates Network:
<http://www.immigrationadvocates.org/nonprofit/legaldirectory/search?state=MO>
- U.S. Citizenship and Immigration Services:
https://egov.uscis.gov/crisgwi/go?action=offices.summary&OfficeLocator.office_type=ASC&OfficeLocator.statecode=MO

Accommodations and Protective Measures

MSSU will provide written notification to victims about options for, and available assistance in, changing academic, living, transportation, and working situations or protective measures. If victims request these accommodations or protective measures and they are reasonably available the University is obligated to provide them, regardless of whether the victim chooses to report the crime to the University Police Department or local police. Requests of this nature should be made to Julie Wengert (Dean of Student Success/Title IX Coordinator, 417-625-9531). This individual, in consultation with other appropriate University officials, are responsible for determining what, if any, accommodations or protective measures will be implemented. When considering the reasonableness of such a request, the following factors, and potentially others, may be considered:

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

The University will maintain as confidential any accommodations or protective measures provided a victim to the extent that maintaining confidentiality would not impair the University's ability to provide them. However, there may be times when certain information must be disclosed to a third party in order to implement the accommodation or protective measure. Such decisions will be made by the Title IX Coordinator in light of the surrounding circumstances, and disclosures of this nature will be limited so that only the information necessary to implement the accommodation or protective measure is provided. In the event it is necessary to disclose information about a victim

in order to provide an accommodation or protective order, the University will inform the victim of that necessity prior to the disclosure, including which information will be shared, with whom it will be shared and why.

Procedures for Disciplinary Action:

Allegations of domestic violence, dating violence, sexual assault or stalking will be processed through the University's Sexual Misconduct Policy and Complaint Resolution Procedures. The procedures are utilized whenever or wherever a complaint is made, regardless of the status of the complainant and the respondent.

The procedures are invoked once a report is made to one of the following individuals:

Title IX Coordinator

Tamika Harrell

417-625-3022

347 Billingsly Student Center

Deputy Title IX Coordinator

Evan Jewsbury

Director of Human Resources

417-625-9527

217 Hearnes Hall

Jewsbury-e@mssu.edu

Dean of Student Success

Julie Wengert

417-625-9532

347 Billingsly Student Center

Wengert-j@mssu.edu

Once a complaint is received, the Title IX Coordinator or other individual(s) designated by the Title IX Coordinator investigate a particular complaint ("Investigating Officer") will promptly notify the respondent and provide the respondent with the opportunity to review a copy of the written complaint. Written notice to the respondent will include the identifies of the parties involved, the specific provisions of the Sexual Misconduct Policy allegedly violated, and the alleged conduct, including information about the date and location of the alleged incident. A formal or informal process may then be utilized, based on the circumstances at hand and the parties wishes.

Informal Resolution

Informal resolution is a process by which the Investigating Officer, working alone or in concert with other appropriate University administrators (such as a supervisor if the parties are employees), attempts to resolve a complaint to the mutual satisfaction of both the complainant and respondent. Informal resolution may include, but is not limited to, mediation, agreed separation of the parties, referral of the parties to their respective counseling

programs, agreed upon educational or training programs for one or more of the parties, the agreement of a party to apologize for their conduct, and other agreed remedial measures, which may include agreed upon forms of discipline. Although informal resolution may involve some investigation by the Investigating Officer in order to understand the background of the complaint, informal resolution is not intended to reach a formal determination as to whether or not sexual misconduct occurred, unless the respondent admits to the conduct at issue.

The following standards also apply to the informal resolution process:

- Both parties must agree to use informal resolution.
- Both parties have the right to end informal resolution at any time and insist upon formal resolution.
- The Investigating Officer may invoke the formal resolution process if deemed necessary, irrespective of the parties' wishes.
- If an agreed upon informal resolution has been reached, the parties will be expected to a written memorandum outlining the agreement and provide their signatures.
- Because informal resolution is collaborative and must be agreed to by both parties, there is no right to appeal the outcome of an informal resolution.

Formal Investigation and Resolution Procedure

Unlike informal resolution, formal resolution involves an in-depth investigation and determination of facts under a preponderance of the evidence standard. The investigation will involve interviews with the complainant, respondent and witnesses and the collection of non-testimonial information and/or materials, such as email, text messages, security camera footage, and the like. Witnesses and information and/or materials may be identified and/or submitted by the parties or independently gathered by the Investigating Officer. The Investigating Officer may decline to interview witnesses or collect information that the Investigating Officer deems irrelevant. The scope of the investigation shall be at the discretion of the Investigating Officer.

The Investigating Officer will prepare a written investigation report summarizing the allegations of sexual misconduct, the scope of the investigation, the information collected, and appending any statements or summaries of statements or interviews provided. The investigation report will include findings of fact and the basis for those findings, and a determination about whether a Policy violation more likely than not occurred. If necessary, the Investigating Officer will attach an addendum with sanctions and remedial measures. Information will be redacted, as appropriate, when the information affects one party but not the other.

The Investigating Officer will provide written notices of outcome to the parties, and will enclose the investigation report and addendum, if any.

Timing

The Investigating Officer will conduct investigations in a way that facilitates the resolution of complaints in a timely manner. The timing of investigation activities may be impacted by the unavailability of parties or witnesses, scheduling conflicts, intervening breaks, prior attempts at informal resolution, the complexity of a case, and the need to avoid interference with a pending law enforcement investigation. The investigator will provide updates regarding the timeline of the investigation to the parties throughout the course of the investigation.

Appeals

Both parties have an equal opportunity to appeal a decision after a formal investigation. Appeal procedures differ depending on the status of the respondent.

- Student Respondent

- In order to appeal, the aggrieved party must submit a written statement of appeal to the Student Affairs Office within ten (10) business days of receiving the notice of outcome of the investigation.
- Per the Student Code of Conduct, the Student Conduct Review Committee will review the appeal and the investigation file.
- The Student Conduct Review Committee will resolve the appeal and will provide notice of the appeal decision to the parties. The Student Conduct Review Committee will clearly state whether the previous decision was upheld or overturned. The Student Conduct Review Committee will provide the complainant and respondent with simultaneous written notification of the outcome of the appeal no later than ten (10) business days after the written notice of appeal was filed. The decision of the Student Conduct Review Committee is final.

- Faculty Respondent

- In order to appeal, the aggrieved party must submit a detailed written statement of appeal to the Provost/Vice President for Academic Affairs within ten (10) business days of notification of the outcome of the complaint.
- Upon receiving a valid appeal, the Provost/Vice President for Academic Affairs will, within three (3) business days, provide a copy of the written statement of appeal to the other party. Thereafter, the party so notified will have ten (10) business days to submit a written response to the appeal to the Provost/Vice President for Academic Affairs.
- The Provost/ Vice President for Academic Affairs will evaluate the written appeal and any written response. Within five (5) business days of receiving the written response (or the time for a written response expiring with no response submitted), the Provost/ Vice President for Academic Affairs will provide simultaneous written notification to the parties of the decision. The Provost/Vice President for Academic Affairs' determination of the appeal is final.
- In the event an investigation under these procedures determines a tenured faculty member engaged in sexual misconduct, and termination of appointment is being considered, the procedures for termination for cause will be followed pursuant to Section II.E of the Faculty Handbook.

- Respondent is an Administrator, Non-Faculty Employee, Contractor, or Third Party

- In order to appeal, the aggrieved party must submit a detailed written statement of appeal to the Vice President for Business Affairs within ten (10) business days of receiving notification of the outcome of the investigation.
- Upon receiving a valid appeal, the Vice President for Business Affairs will, within three (3) business days, provide a copy of the written statement of appeal to the other party. Thereafter, the party so notified will have ten (10) business days to submit a written response to the appeal to the Vice President for Business Affairs.

- The Vice President for Business Affairs will evaluate the written appeal and any written response. Within five (5) business days of receiving the written response (or the time for a written response expiring with no response submitted), the Vice President for Business Affairs will provide simultaneous written notification to the parties of the Compliance Officer's decision. The Vice President for Business Affairs' determination of the appeal is final.

Special Procedures

There are special procedures that are utilized when a complaint is against the President or the Title IX Coordinator. If the complaint is against the President, the Board of Trustees designates the Investigating Officer, reviews the Investigating Officer's report, and makes a final, non-appealable decision on the matter, including sanctions if necessary. If the complaint is against the Title IX Coordinator, the President designates the Investigating Officer, reviews the Investigating Officer's report, and makes a final, non-appealable decision on the matter, including sanctions if necessary.

Rights of the Parties in an Institutional Proceeding

the procedures discussed in the previous section are being used, both the accuser and the individual accused of the offense are entitled to:

1. A prompt, fair and impartial process from the initial investigation to the final result.
 - A prompt, fair and impartial process is one that is:
 - a. Completed within reasonably prompt timeframes designated by the institution's policy, including a process that allows for the extension of timeframes for good cause, with written notice to the accuser and the accused of the delay and the reason for the delay.
 - b. Conducted in a matter that:
 - i. Is consistent with the institution's policies and transparent to the accuser and the accused.
 - ii. Includes timely notice of meetings at which the accuser or accused, or both, may be present; and
 - iii. Provides timely access to the accuser, the accused and appropriate officials to any information that will be used during the informal and formal disciplinary meetings and hearings.
 - c. Conducted by officials who do not have a conflict of interest or bias for or against the accuser or the accused.
2. Proceedings conducted by officials who, at a minimum, receive annual training on the issues related to domestic violence, dating violence, sexual assault and stalking and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.
 - Such training addresses topics such as relevant evidence and how it should be used during a proceeding, proper techniques for questioning witnesses, basic procedural rules for conducting a

proceeding, and avoiding actual and perceived conflicts of interest. The University Title IX Coordinator and investigators attend annual training provided by the legal firm of Husch-Blackwell. The training consists takes place over two days and includes the topics: advanced consent, reciprocal allegations, third party settings, pregnancy discrimination, proper investigation techniques, reporting, hearing, discipline & remediation, prevention and awareness, sexual violence, and documentation and current OCR investigations.

3. The same opportunities to have others present during any institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice. The institution may not limit the choice of advisor, but may establish limits regarding the extent to which that advisor may participate in the proceeding, as long as those limits apply equally to both parties.
4. Have the outcome determined using a preponderance-of-the-evidence standard based on the totality of the evidence presented.
5. Simultaneous, written notification of the results of the proceeding, any procedures for either party to appeal the result, any change to the result, and when the result becomes final. For this purpose, “result” means “any initial, interim and final decision by an official or entity authorized to resolve disciplinary matters” and must include the rationale for reaching the result and any sanctions imposed.

Possible Sanctions that the University May Impose for Domestic Violence, Dating Violence, Sexual Assault or Stalking Offenses:

Student Conduct Sanctions

One or more of following sanctions may be imposed upon any student for any single violation of the *Code of Student Conduct*, including dating violence, domestic violence, sexual assault, and stalking:

- 1) *Warning*: An official written notice that the student has violated Missouri Southern State University policies and/or rules and that more severe conduct action will result should the student be involved in other violations while the student is enrolled at the Missouri Southern State University.
- 2) *Restitution*: Compensation for damage caused to the Missouri Southern State University or any person’s property. This could also include situations such as failure to return a reserved space to proper condition – labor costs and expenses. This is not a fine but, rather, a repayment for labor costs and/or the value of property destroyed, damaged, consumed, or stolen.
- 3) *Fines*: Reasonable fines may be imposed.
- 4) *Community/Missouri Southern State University Service Requirements*: For a student or organization to complete a specific supervised Missouri Southern State University service.
- 5) *Loss of Privileges*: The student will be denied specified privileges for a designated period of time.

- 6) *Confiscation of Prohibited Property*: Items whose presence is in violation of Missouri Southern State University policy will be confiscated and will become the property of the Missouri Southern State University. Prohibited items may be returned to the owner at the discretion of the Dean of Students and/or Campus Police.
- 7) *Behavioral Requirement*: This includes required activities including, but not limited to, seeking academic counseling or substance abuse screening, writing a letter of apology, etc.
- 8) *Educational Program*: Requirement to attend, present and/or participate in a program related to the violation. It may also be a requirement to sponsor or assist with a program for others on campus to aid them in learning about a specific topic or issue related to the violation for which the student or organization was found responsible. Audience may be restricted.
- 9) *Restriction of Visitation Privileges*: May be imposed on a resident or non-resident student. The parameters of the restriction will be specified.
- 10) *Missouri Southern State University Housing Probation*: Official notice that, should further violations of Residence Life or Missouri Southern State University policies occur during a specified probationary period, the student may immediately be removed from Missouri Southern State University housing. Regular probationary meetings may also be imposed.
- 11) *Missouri Southern State University Housing Reassignment*: Reassignment to another Missouri Southern State University housing facility. Residential Life personnel will decide on the reassignment details.
- 12) *Missouri Southern State University Housing Suspension*: Removal from Missouri Southern State University housing for a specified period of time after which the student is eligible to return. Conditions for re-admission to Missouri Southern State University housing may be specified, such as: reapplying for housing, living in University selected housing, reentering housing under probation. Under this sanction, a student is required to vacate Missouri Southern State University housing within 24 hours of notification of the action, though this deadline may be extended upon application to, and at the discretion of, the Director of Housing and Residence Life. This sanction may be enforced with a trespass action if deemed necessary. Prior to reapplication for Missouri Southern State University housing, the student must gain permission from the Director of Housing and Residence Life (or designee). This sanction may include restrictions on visitation to specified buildings or all University housing during the suspension.
- 13) *Missouri Southern State University Housing Expulsion*: The student's privilege to live in, or visit, any Missouri Southern State University housing structure is revoked indefinitely. This sanction may be enforced with a trespass action if deemed necessary.
- 14) *Missouri Southern State University Probation*: The student is put on official notice that, should further violations of Missouri Southern State University policies occur during a specified probationary period, the student may face suspension or expulsion. Regular probationary meetings may also be imposed.
- 15) *Eligibility Restriction*: The student is deemed "not in good standing" with the Missouri Southern State University for a specified period of time. Specific limitations or exceptions may be granted by the Dean of Students and terms of this conduct sanction may include, but are not limited to, the following:
 - a) Ineligibility to hold any office in any student organization recognized by the Missouri Southern State University or hold an elected or appointed office at the Missouri Southern State University; or

- b) Ineligibility to represent the Missouri Southern State University to anyone outside the Missouri Southern State University community in any way including: participating in the study abroad program, attending conferences, or representing the Missouri Southern State University at an official function, event or intercollegiate competition as a player, manager or student coach, etc.

16) *Missouri Southern State University Suspension*: Separation from the Missouri Southern State University for a specified minimum period of time, after which the student is eligible to return. Eligibility may be contingent upon satisfaction of specific conditions noted at the time of suspension, such as: a written letter to the Dean of Students seeking permission for readmission to the University, documentation supporting any corrective action taken by the student, understanding that the student may be placed on disciplinary probation upon return to MSSU. The student is required to vacate the campus within 24 hours of notification of the action, though this deadline may be extended upon application to, and at the discretion of, the Dean of Students. During the suspension period, the student is banned from university property, functions, events and activities without prior written approval from the Dean of Students. This sanction may be enforced with a trespass action as necessary.

17) *Missouri Southern State University Expulsion*: Permanent separation from Missouri Southern State University. The student is banned from university property and the student's presence at any Missouri Southern State University-sponsored activity or event is prohibited. This action may be enforced with a trespass action as necessary. **[This sanction will be noted as a Conduct Expulsion on the student's official academic transcript].**

18) *Other Sanctions*: Additional or alternate sanctions may be created and designed as deemed appropriate to the offense with the approval of the Dean of Students or designee. If a sanction that is not listed above is utilized following a finding of dating violence, domestic violence, sexual assault, or stalking, that sanction will be listed in next year's security report.

Employee Conduct Sanctions

PROGRESSIVE DISCIPLINARY ACTION

Employee discipline is based on a progressive disciplinary system, and, the University may impose any of the following disciplinary actions following an incident of dating violence, domestic violence, sexual assault, or stalking:

a. Verbal Warning

A verbal warning is used when a supervisor wants to bring an issue of concern to the attention of the employee, stress the seriousness of the situation, and present suggestions or instructions to resolve or correct the problem. A written record of the discussion noting the date, event, and recommended action should be made.

b. Written Warning

A written warning is used for behavior or violations which a supervisor considers serious or where a verbal warning has not helped change unacceptable behavior. A written warning documents the occurrence and the severity of the inappropriate behavior, and usually warns the employee that further violations will result in suspension without pay or termination.

c. Suspension Without Pay

A suspension without pay may be used to impress upon the employee that a behavior or performance level must be changed or termination will be inevitable. Suspension results in the loss of pay for a specified period of time (usually three days).

d. Disciplinary Suspension

A disciplinary suspension may be used in cases when the infraction is of such seriousness that it may warrant dismissal pending review of the facts. Disciplinary suspension should be followed immediately by a thorough investigation of the situation to determine the appropriate action to be taken.

e. Dismissal

Serious offenses and repeated disciplinary problems will require dismissal. While employment may be terminated at any time without cause, examples of conduct that can result in dismissal for a single incident are dishonesty, insubordination, theft, use of illegal drugs or unauthorized use of alcohol on University premises, or other serious conduct as outlined in the University's disciplinary guidelines.

In addition to the progressive disciplinary system, the following types of sanctions may also be imposed on employees following an incident of dating violence, domestic violence, sexual assault, or stalking:

a. Transfer

An employee who has not satisfactorily performed the duties of his or her job according to established standards may be transferred to another position for which he/she is qualified. (For non-disciplinary transfers, please see the "Promotion & Transfer" policy in this Handbook.)

b. Compensation Reduction

An employee who violates University rules or policies may be subject to disciplinary action in the form of a reduction in compensation.

c. Withholding Wage Increases

If an employee has unsatisfactory behavior or job performance, the supervisor may withhold an across-the-board wage increase (including a grade/step increase for a classified employee on the grade & step system) resulting in a wage freeze. As a follow up to this action, the supervisor may inform the employee that a special performance evaluation will be conducted at a later date to review his or her behavior and/or performance. The evaluation will assist the supervisor in reaching a determination as to whether substantial improvement has been made or further disciplinary action is warranted.

d. Probation

At any time during employment, an employee may be placed on probation up to a maximum of 60 days for unsatisfactory conduct or service, upon the recommendation of the employee's supervisor. An employee who has been placed on probation will not be eligible for any wage increases until the probationary period has been satisfactorily completed.

e. Demotion

An employee who is involved in several minor violations of University regulations, such as loitering, tardiness, smoking where/when prohibited, etc., may be demoted to a lower salaried position or wage classification.

Possible Protective Orders that the University May Impose for Domestic Violence, Dating Violence, Sexual Assault or Stalking Offenses:

Possible protective orders that may be implemented include:

1. Separation of alleged victim and respondent on campus; including but not limited to shared classes, residence halls, dining facilities, and public meeting areas.
2. No-Contact order – given as an interim/permanent measure to separate alleged victim and respondent.
3. Forbidding the accused from communicating with the victim.
4. Security escorts around campus.

Publicly Available Recordkeeping

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

Victims to Receive Written Notification of Rights:

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

Sex Offender Registration Program

The Campus Sex Crimes Prevention Act of 2000 requires institutions of higher education to advise members of the campus community where they can obtain information provided by the state concerning registered sex offenders. It also requires sex offenders to notify the state of each institution of higher education in the state at which they are

employed or enrolled or carrying on a vocation. The state is then required to notify the University of any such information it receives. Anyone interested in determining whether such persons are on this campus may do so by contacting the University Police Chief (417-625-9741). The Missouri State Highway Patrol maintains a general registry of sex offender information, which may be accessed at the following link:

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

Drug and Alcohol Policy

Missouri Southern State University prohibits the unlawful manufacture, distribution, dispensing, possession or use of illegal drugs by students and employees in the workplace, on University property, or as part of any University activity. The University will enforce federal and state drug laws.

MSSU prohibits alcohol in the Residence Life area of campus. Students generally receive an administrative violation for possession of an alcoholic beverage with graduated fines for each subsequent violations. After three violations the student could be suspended from classes at the discretion of the Dean of Students. The University Police Department enforces Missouri's underage drinking laws. Students who possess alcohol as a minor or supply intoxicants to minors can be arrested and charged through the Jasper County Prosecutor's Office.

Violations of these prohibitions will be handled in the following manner:

1. For students, violations will usually result in being arrested by University Police officers and having charges filed through the Jasper County Prosecutor's Office. Other options include receiving disciplinary prohibition, suspension or expulsion as provided in the Student Handbook.
2. For employees, violations will result in disciplinary action, up to and including termination of employment. Violations will usually also involve the involvement of the UPD and filing of charges through the Jasper County Prosecutor's Office.

Below are some of the legal sanctions an individual could face for illegally using alcohol or drugs:

- Missouri law prohibits the purchase or possession of alcohol by those under 21 years of age. It also prohibits persons from knowingly furnishing alcohol to those under 21 years of age. These offenses are punishable by a fine ranging from \$50 to \$1,000 and up to one year imprisonment.
- Under Missouri law, it is also illegal to drive while intoxicated, which means that you have a blood alcohol concentration (BAC) of .08 or higher or it is determined that your driving ability is impaired (even if your BAC is below .08). A first offense can result in a \$500 fine and up to 6 months imprisonment. The potential fines and times of imprisonment increase when there are multiple offenses.

- Missouri law also prohibits the unlawful use, possession, and distribution of controlled substances, including marijuana. Depending on the types and amounts of controlled substances involved and prior drug-related convictions, penalties range from a \$500 fine to life imprisonment.
- Under federal law, illegal possession of a controlled substance can result in a fine of at least \$1,000 and up to one year imprisonment for a first offense. Penalties increase when an offender has been convicted of prior drug-related offenses. Illegal possession of a controlled substance can also result in the forfeiture of property, civil fines, and the loss of federal benefits. Trafficking controlled substances can also lead to substantial fines and lengthy prison sentences, including life in prison.
- Conviction of a federal drug law can also result in ineligibility for federal financial aid.

Missouri Southern State University is committed to increasing employee and student awareness of the dangers of substance abuse. For example, marijuana can impair thinking, reading, comprehension and verbal skills; hallucinogens result in loss of control of normal thought processes; phencyclidine can produce violent and bizarre behavior; stimulants (amphetamines) may produce mood swings, panic and cardiac disturbances; cocaine is toxic, and overdoses result in death; narcotics cause dependency and severe symptoms upon withdrawal; inhalants have a high risk of sudden death; and alcohol can dull sensation and impair coordination, memory and judgment. In an effort to maintain a drug- and alcohol- free environment, the University will provide:

1. Awareness programs through our University Wellness Program,
2. Enforcement and awareness programs through the University Police Department,
3. Assistance through the University Nurse,
4. Assistance through the University Physician,
5. Individual counseling through the ACTS office, and
6. Assistance with making referrals to outside agencies.

Wellapalooza is the name of the education program used by Student Services to increase awareness of the dangers of drugs and alcohol among MSSU students.

Everyone employed by Missouri Southern State University as a condition of employment will:

1. Abide by the terms of the University Substance Abuse Policy,
2. Notify the University of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction. Missouri Southern will notify the proper agency of any convictions reported to them within ten days of the receipt of said notice.

Any employee or student of Missouri Southern State University who violates the University's Substance Abuse Policy will be subject to discipline in accordance with this policy and reported to the University Police Department for criminal prosecution. Criminal prosecution for these acts could lead to a conviction, and such conviction could result in a sentence imposing a monetary fine, imprisonment in a state or federal penitentiary, or both. <http://www.mssu.edu/offices/police/substance-abuse-policy.php>

*This policy is distributed annually to all students and employees in compliance with the Drug-Free Workplace Act of 1998 (P.L. 101-690) and the Drug-Free Schools and Communities Act Amendments of 1989 (P.L. 101-226).

Biennial Review of Drug and Alcohol Abuse Education Program

The University also performs a biennial review of its drug and alcohol abuse education program in order to (1) determine the program's effectiveness and implement changes to the program as needed and (2) ensure that sanctions related to drug and alcohol use are consistently enforced. The University's last biennial review was conducted in 2016. For more information about the biennial review, please contact Julie Wengert (Dean of Student Success) at 417-625-9532.

Crime Statistics

The Clery Act requires institutions of higher education to disclose crime statistics covering the previous three years on four general categories of crimes: (1) primary crimes (murder and non-negligent manslaughter, manslaughter by negligence, sex offenses (rape, fondling, statutory rape and incest), robbery, aggravated assault, burglary, motor vehicle theft, and arson); (2) hate crimes (any of the primary crimes except manslaughter by negligence and any incidents of larceny-theft, simple assault, intimidation or destruction/damage/vandalism of property that were motivated by certain biases); (3) arrests or referrals for disciplinary action for weapons, drug and liquor law violations; and (4) crimes of domestic violence, dating violence and stalking.

The definitions of these offenses follow FBI guidelines and are as follows:

PRIMARY CRIMES

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

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

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. This offense includes the rape of both males and females.

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 incapacity.

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

Statutory Rape: Sexual intercourse with a person who is under the statutory age of consent.

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

Aggravated assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury, usually accompanied by the use of a weapon or by a means likely to produce death or great bodily harm.

Burglary: The unlawful entry of a structure to commit a felony or a theft.

Motor vehicle theft: The theft or attempted theft of a motor vehicle.

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

HATE CRIMES

Hate crimes involve those crimes motivated by the following biases: race, gender, religion, sexual orientation, ethnicity, disability, national origin, and gender identity. As noted, hate crimes include those defined above (except manslaughter by negligence) that were motivated by one or more of these biases. They also include a second category as follows:

Larceny-theft: The unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another. Constructive possession is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.

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

Intimidation: Unlawfully placing 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.

Destruction/damage/vandalism of property: Willfully or maliciously destroying, damaging, defacing, or otherwise injuring real or personal property without the consent of the owner or the person having custody or control of it.

ARRESTS & REFERRALS FOR DISCIPLINARY ACTION

The third category of crime statistics disclosed related to arrests and referrals for disciplinary action for violations of law relating to weapons, drugs or liquor. For this purpose, the following definitions apply:

Arrest: A person processed by arrest, citation or summons.

Referral for disciplinary action: The referral of any person to any official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction.

Weapons Violation (Carrying, Possessing, Etc.): The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.

Drug Abuse Violations: The violation of law prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.

Liquor Law Violations: The violation of state or local laws or ordinance prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.

VAWA CRIMES

Domestic violence: A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is, or has, cohabitated with the victim as a spouse or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Dating violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship will be determined based on the reporting party's statement and with consideration of the length, and type of relationship and the frequency of interaction between the persons involved in the relationship.

Stalking: A course of conduct directed at a specific person that would cause a reasonable person to fear for her, his or others' safety, or to suffer substantial emotional distress.

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

	On Campus			On-Campus Student Housing Facilities			Non-Campus Property			Public Property –		
Crime	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Rape	2	2	1	2	2	1	0	0	0	0	0	0
Fondling	1	3	1	1	1	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
Domestic Violence	0	1	1	0	0	1	0	0	0	0	0	0
Dating Violence	9	3	1	8	2	1	0	0	0	0	0	0
Stalking	0	1	1	0	1	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	1	0	0	0	0	0	0	0	0	0
Burglary	9	18	5	5	17	3	0	0	0	0	0	0
Motor Vehicle Theft	1	2	0	1	2	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Arrests												
Weapons: Carrying, Possessing, etc.	1	1	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	1	1	0	0	1	0	0	0	0	0	0	0

Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary Referrals												
Weapons: Carrying, Possessing, etc.	1	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	13	14	12	12	14	12	0	0	0	0	0	0
Liquor Law Violations	91	42	12	91	42	12	0	0	0	0	0	0

*There were no hate crimes reported for the years 2016, 2017 or 2018.

*During the previous three years there were no reported Clery crimes investigated by law enforcement authorities and found to be false or baseless and therefore “unfounded.”

[End of Annual Security Report.]

2018 ANNUAL FIRE SAFETY REPORT

Housing Facilities and Fire Safety Systems

MSSU maintains on-campus housing for its students. These facilities were built at different times and have a variety of fire safety systems installed within them. Periodically the University also conducts fire drills. The following information lists the housing facility and the time of the drill in the spring of 2017. The three halls listed are the largest facilities.

April 2, 2018 Residence Hall Fire and Tornado Drill Information

Fire Drill

East Hall: 50 residents (6 RAs), time 4 minutes 22 seconds

Blaine Hall: 46 residents (4 RAs), time 3 minutes 23 seconds.

McCormick Hall: 27 residents (4 RAs), time 4 minutes and 34 seconds

2018 Tornado Drill Information

Tornado Drill (All residence Halls)

74 residents evacuated by 16 RAs, time 7 minutes and 34 seconds

The following chart lists each housing facility, the fire safety system within it and the number fire drills conducted during the previous calendar year.

FIRE SAFETY SYSTEMS IN MSSU RESIDENTIAL FACILITIES						
Residential Facilities	Fire Alarm Monitoring Done on Site by University Police	Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans and Placards	Number of evacuation (fire) drills in the previous calendar year
East Hall	x	x	x	x		1
McCormick Hall	x		x	x		1
Blaine Hall	x		x	x		1
Gockel Hall			x	x		0
Stegge Hall			x	x		0
Dishman Hall			x	x		0
Dryer Hall			x	x		0
Stone Hall			x	x		0

Headlee Hall			X	X		0
Maupin Hall			X	X		0
Mitchell Hall			X	X		0
Quad A	x	x	x	x		0
Quad B	x	x	x	x		0
Quad C	x	x	x	x		0
Quad D	x	x	x	x		0
Quad E	x	x	x	x		0
Quad F	x	x	x	x		0

*Evacuation plans are in place for each facility, but placards are not yet posted.

Policies on Portable Appliances, Smoking and Open Flames

The use of open flames, such as candles, and the burning of such things as incense, and smoking are prohibited in campus housing. Only surge-protected extension cords are permitted. Only the following portable cooking appliances are permitted to be used in campus housing: Toaster, microwave, hot plate or convection oven. Also, tampering with fire safety systems is prohibited and any such tampering may lead to appropriate disciplinary action.

MSSU reserves the right to make periodic inspections of campus housing to ensure fire safety systems are operational and that the policy on prohibited items is being complied with. Prohibited items will be confiscated and donated or discarded if found without reimbursement.

Fire Evacuation Procedures

In the event of a fire, the University expects that all campus community members will evacuate by the nearest exit, closing doors and activating the fire alarm system (if one is nearby) as they leave. If circumstances permit at the time of the alarm, additional instructions will be given regarding where students and/or staff are to relocate.

Fire Education and Training Programs

Fire safety education programs for all residents of on-campus student housing and all employees with responsibilities related to that housing are held at the beginning of each semester. Their purpose is to: familiarize everyone with the fire safety system in each facility, train them on procedures to follow if there is a fire and inform them of the University's fire safety policies. Information distributed includes maps of each facility's evacuation route and any fire alarms and fire suppression equipment available in the facility. Attendees are advised that participation in fire drills is mandatory and any student with a disability is given the option of having a "buddy" assigned to assist him or her.

Reporting Fires

MSSU is required to disclose each year statistical data on all fires that occurred in on-campus student housing facilities. When a fire alarm is pulled and/or the fire department responds to a fire, these incidents are captured. However, there may be instances when a fire is extinguished quickly and an alarm is not pulled or a response by the fire department was not necessary. It is important that these incidents be recorded as well. Therefore, if you are aware of such a fire, see evidence of one or hear about one, you should contact the following person: Chris Houk, Coordinator Fire Safety/Environmental Health – 417-659-5490. When notifying this individual of a fire, as much information as possible about the location, date, time and cause of the fire should be provided.

Plans for Future Improvements

The University periodically reviews its fire safety protection and procedures. At this time, it has no specific plans for future improvements. Notwithstanding, fire Safety is a top priority at MSSU. We have upgraded fire alarm systems throughout the campus. We have improved the warning and early detection systems in classroom buildings as well as our residence halls. We have finished installing an up to date, cutting edge True Site Workstation that can be accessed and monitored by authorized personnel within the Physical Plant and the University Police 24 hours a day to ensure rapid response in the event of any emergency. The new residence halls and Athletic Support Buildings were be equipped with the newest technology available in early detection and warning equipment and meets or exceeds the latest NFPA 25 standards. The installation of fire sprinkler systems at the new facilities meets or exceeding NFPA 13 standards and will guarantee a significant reduction of damage and loss of life in the event of a fire. Existing systems, both fire sprinkler and detection and warning, are being rigorously tested on a regular basis to ensure peak performance in the event of a fire emergency. Current Fire Safety Policies are regularly reviewed and updated as required by the constantly changing environment of the University.

Fire Statistics

Statistics and Related Information Regarding Fires in Residential Facilities				
Residential Facilities	Address	2015 - Total Fires in Each Building	2016 – Total Fires in Each Building	2017 – Total Fires in Each Building
McCormick Hall	915 N. International Avenue	0	0	0
Blaine Hall	1015 N. International Avenue	0	0	0
Gockel Hall	1014 N. International Avenue	0	0	0
Stegge Hall	1016 N. International Avenue	0	0	0

Dishman Hall	1018 N. International Avenue	0	0	0
Dryer Hall	1020 N. International Avenue	0	0	0
Stone Hall	1022 N. International Avenue	0	0	0
Headlee Hall	1024 N. International Avenue	0	0	0
Maupin Hall	1026 N. International Avenue	0	0	0
Mitchell Hall	1028 N. International Avenue	0	0	0
Quad A	1010 N. International Avenue	0	0	0
Quad B	1008 N. International Avenue	0	0	0
Quad C	1004 N. International Avenue	0	0	0
Quad D	1002 N. International Avenue	0	0	0
Quad E	1000 N. International Avenue	0	0	0
Quad F	1006 N. International Avenue	0	0	0
East Hall	1017 N. International Avenue	0	0	0

Appendix B: 2019 Annual Security Report

MISSOURI SOUTHERN STATE UNIVERSITY

2019 COMBINED ANNUAL SECURITY REPORT & FIRE SAFETY REPORT

Introduction

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

Policy for Preparing the Annual Report

This report is prepared by Ken Kennedy, University Police Chief, in cooperation with local law enforcement authorities and includes information provided by them as well as by the University's campus security authorities and various other elements of the University. Each year an e-mail notification is made to all enrolled students that provides the website link to access this report. Faculty and staff receive similar notifications. Hard copies of the report may also be obtained at no cost by contacting the University Police Department at 507 N. Mission Hills Drive. The crime statistics published later in the report were compiled from reports submitted by various campus security authorities and also received from local law enforcement agencies.

MSSU is committed to taking the actions necessary to provide a safe and secure working/learning environment for all students and staff. As a member of the campus community, you can feel safe and comfortable knowing that security procedures are in place that represent best practices in the field, and are constantly tested and re-evaluated for their effectiveness.

Policies Concerning The Law Enforcement Authority and Jurisdiction of Campus Security Personnel

The MSSU Police Department ("MSSU Police") is responsible for campus safety at the University. Its jurisdiction covers all campus property. Its personnel have arrest authority. The MSSU Police has a close working relationship with local law enforcement agencies, including the Joplin Police Department and Jasper County Sheriff's Office, which assist the MSSU Police when necessary. The MSSU Police has written mutual aid agreements with the Joplin Police Department, the Jasper County Sheriff's Office and other small city agencies (Duquesne, Webb City, & Carterville) that allows them to help out in emergency situations. The MSSU Police is a member of the Tri-State Major Case Squad and may call for investigators to assist with investigations of serious crimes.

Other Officials to Whom Crimes May Be Reported (Campus Security Authorities)

MSSU also has designated other officials to serve as additional campus security authorities. Reports of criminal activity can also be made to these officials. They in turn will ensure that they are reported to the MSSU Police for collection as part of the University's annual report of crime statistics. These additional campus security authorities are: Vice President for Student Affairs (Darren Fullerton, 417-625-3135), Associate Vice President for Student Affairs (Julie Wengert, 417-625-9532), Director of Student Conduct (Samantha Quackenbush, 417-625-9531), Title IX Coordinator (Tamika Harrell, 417-625-3022), and the Director of Residence Life (Josh Doak, 4659-4460).

Policies on Reporting a Crime or Emergency

The University encourages accurate and prompt reporting of all criminal actions, accidents, injuries, or other emergencies to the MSSU Police and appropriate police agencies even when the victim of a crime **elects** not to do so or is unable to make such a report. Such reports should be made as follows:

- Situations that pose imminent danger or while a crime is in progress should be reported to the University Police Department by dialing **911** (MSSU contracts with JPD for dispatching services) from any campus phone or cell phone. With situations that require a police officer, but are not an emergency, a UPD officer can be contacted by calling **417-623-3131**. Although the UPD officers have primary jurisdiction, it does not preclude calling the Joplin Police Department (**911 or 417-623-3131**) or the Jasper County Sheriff's Office (**417-624-1600**) in crisis situations. Keep in mind that the individual making the call from a cell phone will need to provide the address where the emergency has occurred. After making the call, also make a report to one of the campus security authorities identified above.
- Students, staff, and visitors should report criminal actions, accidents, injuries, or other emergency incidents to one of the campus security authorities identified above. Once reported, the individual making the report will be encouraged to also report it to appropriate police agencies. If requested, a member of the University staff will assist a student in making the report to the police.
- For service calls (jump starts, unlocks, etc.) anyone may still call **417-626-2222** and speak to an MSSU police officer without being routed to JPD first.
- Anonymous incident reports can also be made by contacting a UPD officer and requesting to remain anonymous, or by sending an email to UPD@mssu.edu.

Confidential Reporting

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

Pursuant to the University's Sexual Misconduct Policy, when an employee who is not a confidential resource becomes aware of alleged misconduct under that policy (including, but not limited to, dating violence, domestic violence, sexual assault, and stalking), the employee is responsible for reporting that information, including the status of the parties if known, to the Title IX Coordinator. A victim of other types of crimes who does not want to pursue action within the University disciplinary system or the criminal justice system is nevertheless encouraged to make a confidential report to a campus security authority. With the victim's permission, a report of the details of the incident can be filed without revealing the victim's identity. Such a confidential report complies with the victim's wishes, but still helps the University take appropriate steps to ensure the future safety of the victim and others. With such information, the University can keep an accurate record of the number of incidents involving students, determine where a pattern of crime may be developing and alert the community as to any potential danger. These confidential reports are counted and disclosed in the annual crime statistics for the University.

Counselors with the ACTS Office and staff within the Wilcoxon Health Center are encouraged, if they deem it appropriate, to inform the persons they are counseling of the procedures to report crimes on a voluntary, confidential basis for inclusion in the annual report. Information will not be reported by counselors in the ACTS Office to the Title IV Coordinator or the Deputy Coordinators for a Title IX investigation without the consent of the person being counseled.

Monitoring Off Campus Locations of Recognized Student Organizations.

MSSU does not have off-campus student organizations that are recognized by the institution, and thus does not track or record criminal activity at such locations.

Disclosure of Outcome of Crime of Violence or Non-Forcible Sex Offense

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

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

Educational Programs Related to Security Awareness and Prevention of Criminal Activity

MSSU seeks to enhance the security of its campus and the members of the campus community by periodically presenting educational programs to inform students and employees about campus security procedures and practices, to encourage students and employees to be responsible for their own security and the security of others and to inform them about the prevention of crimes. A description of those programs and their frequency of presentation follows:

- Since the summer of 2016 the campus at MSSU has adopted the **Green Dot Program** as a way to be proactive in reducing “power based personal violence” on campus. All first year students get an overview of the program in their UE class, plus each semester a “bystander training session” is offered for students who want extensive training (4 hours) about how to prevent dating/domestic violence through three methods (direct/distract/delegate). In 2019, MSSU received a state grant, which has enabled the institution to hire a Green Dot Program Coordinator who facilitates educational programming and training.
- Crime prevention programs are presented each semester by the Campus Activities Board, Student Services and the Residence Halls Association. Pamphlets regarding crime prevention are distributed to all resident students and are made available at the Student Center. The University Police Department uses the **A.L.I.C.E.** (Alert/Lockdown/Inform/Counter/Evacuate) training to teach students how to survive if they were to be confronted by a violent person with a weapon in a group setting. The “swarm” method (a technique for distracting and securing an attacker) is only used as a last resort when students are trapped and escape isn’t possible.
- Employees and students are informed about the prevention of crimes through written communication from school management, via campus postings, email distribution, or internet posting. In addition, students and faculty/staff members receive flyers regarding the prevention of sexual assault, bystander

intervention, sexual assault policies, services of the University Police Department, substance abuse policy, and the Campus Security Act Procedures.

- Members of the campus community may access information about “campus security” practices and procedures by going to the University Police web site (www.mssu/police). This document (Annual Security Report) is published to all students and faculty/staff members each semester. First year students in the University Experience classes are given details about how to more effectively be the “eyes and ears” of the UPD. They are informed about how to interact with police officers if they have any type of problem on campus. They are educated about police procedures and practices.
- A variety of Title IX training sessions are provided for students and employees annually. Incoming freshmen students and transfer students with under 30 credit hours complete a Title IX training session during the required UE 100 University Experience course. Both returning and new employees are required to complete Title IX training. The NCAA requires all student-athletes and athletics personnel be trained annually on Title IX.

Building Security

All academic buildings are secured during the evenings and weekends. Access to the buildings is only allowed for faculty/staff members and students who are accompanied by faculty/staff members. The three largest residence halls are locked at midnight each night by Residence Hall staff members. Students are issued keys to access only their specific building and living quarters. Police officers secure the dorm buildings around midnight as well, performing random “walk-throughs” and vehicle patrols around the residence halls from 11:30 p.m. until 7:30 a.m. each night.

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

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

Keys to the offices, laboratories, and classrooms on campus will be issued to employees only as needed and after receiving the proper authorization. Each department supervisor is responsible for assuring his/her area is secured and locked.

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

Employee and student identification cards may be used to verify the identity of persons suspected to be in campus facilities without permission.

Safety Considerations in Maintenance of Campus Facilities

Security also is a consideration in maintaining campus facilities. For example, maintenance personnel regularly check to ensure pathways are well lighted and that egress lighting is working in hallways and stairwells. Grounds crews also trim shrubs to make it more difficult for someone to hide in them.

Timely Warnings

In the event of criminal activity occurring either on campus or off campus that in the judgment of the MSSU Police Chief constitutes an ongoing or continuing threat, a campus-wide “timely warning” will be issued. Examples would be a rash of motor vehicle thefts or sexual assaults in the area that merit a warning because they present a continuing threat to the campus community. This warning will be communicated to students and employees via email and the campus website. Updates to the warnings will be provided as appropriate.

The University has communicated with local law enforcement agencies requesting their cooperation in providing information about any crimes reported to them that may warrant a timely warning. Anyone else with information warranting a timely warning should immediately report the circumstances to the MSSU Police by dialing 417-623-3131.

Emergency Response and Evacuation Procedures

MSSU has an emergency management plan designed to ensure there is a timely and effective response in the event of a significant emergency or dangerous situation occurring on campus involving an immediate threat to the health or safety of members of the campus community. Such situations include, but are not limited to: tornadoes, bomb threats, chemical spills, disease outbreaks, fires, active shooters, etc. The MSSU Police Department has communicated with the Joplin Police Department requesting their cooperation in informing the University about situations reported to them that may warrant an emergency response. Students, staff and visitors are encouraged to notify the MSSU Police Department (417-623-3131) of any situation that poses such a threat.

The on scene Incident Commander (Ken Kennedy, 417-625-9751) or (Chris Houk, 417-625-5490), in conjunction with the Emergency Management Director (Darren Fullerton, 417-625-3135), will access available sources of information from campus administrative staff and local authorities to confirm the existence of the danger and will be responsible for initiating the University’s response and for marshaling the appropriate local emergency response authorities for assistance. Depending on the nature of the emergency, other University departments may be involved in the confirmation process. With a major crisis, the command team will work closely with the Joplin Police Department and Jasper County Sheriff’s Office in a unified command structure. Some or all of the administrators noted above will also determine the appropriate segment or segments of the University to be notified.

Once the emergency is confirmed, the University community, or appropriate segments of it, will be notified. The Incident Command Team, in collaboration with other appropriate personnel, will determine who should be notified and will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency. Depending on the segments of the campus the notification will target, the content of the notification may differ. When appropriate, the content of the notification will be determined in consultation with local authorities. Also as appropriate, the notification will give guidance as to whether its recipients should shelter in place or evacuate their location.

The MSSU Police Chief will direct the issuance of emergency notifications, which will be accomplished using one or more of the following means, depending on the nature of the threat and the segment of the campus community being threatened. Students and faculty/staff members do not need to sign-up to be included in any of the emergency notification systems below.

- Text messages (through the Rave system)
- “Big Voice” broadcasting speaker system
- Emails
- University web site
- Posted notices
- Local media sources

The Director of University Relations and Marketing (Heather Lesmeister, 417-625-9365) or her designee will disseminate emergency information to the larger community; that is those outside of the campus community.

The University tests various emergency response and evacuation procedures each year. Also, at various times the Emergency Management Team will meet to train and test and evaluate the University’s emergency response plan. The Police Chief, the Director of Residence Life and the Fire Safety Officer maintain records of these tests and training exercises, including a description of them, the dates and times they were held and an indication of whether they were announced or unannounced. In connection with at least one such test, the University will distribute to its students and employees information to remind them of the University’s emergency response and evacuation procedures. The MSSU emergency plan was tested on 06/01/2018 with an active shooter response drill at the Criminal Justice Building. The Vice-President of Student Affairs authorized a Rave message that was sent to all campus (which was simulated). Police officers responded to various scenarios involving active shooters and used air-soft guns to stop the threat each time. A debriefing was held afterward at the UPD to critique the drill.

Missing Person Procedures

If a member of the University community has reason to believe that a student who resides in on-campus housing is missing, that information should be reported immediately to the Director of Resident Life (417-659-4460), the Associate Vice President of Student Affairs (417-625-9532) or the Director of Student Conduct person (417-625-9531) and/or the Vice-President of Student Affairs (417-625-3135). The MSSU Police will be immediately notified and an investigation initiated.

In addition to registering a general emergency contact, students residing in on-campus housing have the option to identify confidentially an individual to be contacted by the University in the event the student is determined to be missing for more than 24 hours. If a student has identified such an individual, the University will notify that individual no later than 24 hours after the student is determined to be missing. A student who wishes to designate a confidential contact may do so by confiding in a trusted MSSU faculty/staff member, who will notify their supervisor and/or the Vice President for Student Affairs (417-625-3135). A student's confidential contact information will be accessible only by authorized campus officials and law enforcement in the course of the investigation.

After investigating a missing person report, if it is determined that the student has been missing for 24 hours, MSSU will notify local police authorities (if they were not the entity that made the determination that the student is missing) and the student's emergency contact no later than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not emancipated, the University will also notify that student's parent or legal guardian immediately after the University has determined that the student has been missing for 24 hours.

Policy, Procedures and Programs Related to Sexual Assault, Domestic and Dating Violence and Stalking

Consistent with the requirements of Title IX of the Education Amendments of 1972 and the Clery Act as amended by the Violence Against Women Act (VAWA), MSSU prohibits discrimination based on sex in its educational programs and activities, including sexual harassment and also acts of domestic violence, dating violence, sexual assault and stalking. The University also prohibits any retaliation, intimidation, threats, coercion or any other discrimination against any individuals exercising their rights or responsibilities pursuant to this policy or pursuant to laws or institutional policy. A full statement of the University's Sexual Misconduct Policy and the procedures for filing, investigating and resolving complaints for violations of that policy may be found at <https://www.mssu.edu/student-affairs/university-police/2018%20Sexual%20misconduct%20policy.pdf>.

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

Primary Prevention and Awareness Programs

MSSU has a Primary Prevention and Awareness Program (PPAP) for all incoming students and new employees that is intended to help stop dating and domestic violence, sexual assault and stalking before they occur through the promotion of positive and healthy behaviors foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention and see to change behavior and social norms in healthy and safe directions.

The PPAP includes a statement that MSSU prohibits the offenses of domestic violence, dating violence, sexual assault and stalking. In that regard, the following definitions apply within the state of Missouri and are used in this PPAP training:

Crime Type (Missouri Revised Statutes)	Definitions
Dating Violence	The institution has determined, based on good-faith research, that Missouri law does not define the term dating violence.
Domestic Violence	<p>Missouri's protective order statutes provide the following definitions (Mo. Rev. Stat. § 455.010):</p> <ul style="list-style-type: none"> • "Domestic violence" is abuse or stalking committed by a family or household member. • "Family" or "household member", [includes] spouses, former spouses, any person related by blood or marriage, persons who are presently residing together or have resided together in the past, any person who is or has been in a continuing social relationship of a romantic or intimate nature with the victim, and anyone who has a child in common regardless of whether they have been married or have resided together at any time. <p>In addition, Missouri criminal statutes include various degrees of the crime "Domestic Assault," as follows:</p> <ul style="list-style-type: none"> • Domestic Assault, First Degree (Mo. Rev. Stat. § 565.072): A person commits the offense of domestic assault in the first degree if he or she attempts to kill or knowingly causes or attempts to cause serious physical injury to a domestic victim, as the term "domestic victim" is defined under section 565.002. <ul style="list-style-type: none"> ▪ Mo Rev. Stat. § 565.002(6) indicates that a "domestic victim" is a household or family member as the term "family" or "household member" is defined in 455.010, including any child who is a member of the household or family. • Domestic Assault in the Second Degree (Mo. Rev. Stat. § 565.073): A person commits the offense of domestic assault in the second degree if the act involves a domestic victim, as the term "domestic victim" is defined under section 565.002, and he or she: (1) Knowingly causes physical injury to such domestic victim by any means, including but not limited to, use of a deadly weapon or dangerous instrument, or by choking or strangulation; or (2) Recklessly causes serious physical injury to such domestic victim; or (3) Recklessly causes physical injury to such domestic victim by means of any deadly weapon. • Domestic Assault, Third Degree (Mo. Rev. Stat. § 565.074): A person commits the offense of domestic assault in the third degree if he or she attempts to cause physical injury or knowingly causes physical pain or illness to a domestic victim, as the term "domestic victim" is defined under section 565.002. • Domestic Assault in the Fourth Degree (Mo. Rev. Stat. § 565.076): A person commits the offense of domestic assault in the fourth degree if the act involves a domestic victim, as the term "domestic victim" is defined under section 565.002, and: (1) The person attempts to cause or recklessly causes physical injury, physical pain, or illness to such domestic victim; (2) With criminal negligence the person causes physical injury to such domestic victim by means of a deadly weapon or dangerous instrument; (3) The person purposely places such domestic victim in apprehension of immediate physical injury by any means; (4) The person recklessly engages in conduct which creates a substantial risk of death or serious physical injury to such domestic victim; (5) The person knowingly causes physical contact with such domestic victim knowing he or she will regard the contact as offensive; or (6) The person knowingly attempts to cause or causes the isolation of such domestic victim by unreasonably and

Crime Type (Missouri Revised Statutes)	Definitions
	substantially restricting or limiting his or her access to other persons, telecommunication devices or transportation for the purpose of isolation.
Stalking	<ul style="list-style-type: none"> Stalking, First Degree (Mo. Rev. Stat. § 565.225): A person commits the offense of stalking in the first degree if he or she purposely, through his or her course of conduct, disturbs or follows with the intent of disturbing another person and: (1) Makes a threat communicated with the intent to cause the person who is the target of the threat to reasonably fear for his or her safety, the safety of his or her family or household member, or the safety of domestic animals or livestock as defined in section 276.606 kept at such person's residence or on such person's property. The threat shall be against the life of, or a threat to cause physical injury to, or the kidnapping of the person, the person's family or household members, or the person's domestic animals or livestock as defined in section 276.606 kept at such person's residence or on such person's property; or (2) At least one of the acts constituting the course of conduct is in violation of an order of protection and the person has received actual notice of such order; or (3) At least one of the actions constituting the course of conduct is in violation of a condition of probation, parole, pretrial release, or release on bond pending appeal; or (4) At any time during the course of conduct, the other person is seventeen years of age or younger and the person disturbing the other person is twenty-one years of age or older; or (5) He or she has previously been found guilty of domestic assault, violation of an order of protection, or any other crime where the other person was the victim; or (6) At any time during the course of conduct, the other person is a participant of the address confidentiality program under sections 589.660 to 589.681, and the person disturbing the other person knowingly accesses or attempts to access the address of the other person. Stalking, Second Degree (Mo. Rev. Stat. § 565.227.1): A person commits the offense of stalking in the second degree if he or she purposely, through his or her course of conduct, disturbs, or follows with the intent to disturb another person. As used in the definitions of stalking above, the term "disturbs" shall mean to engage in a course of conduct directed at a specific person that serves no legitimate purpose and that would cause a reasonable person under the circumstances to be frightened, intimidated, or emotionally distressed.
Sexual Assault	<p>The institution has determined, based on good-faith research, that Missouri's criminal statutes do not define the term sexual assault.</p> <p>However, Missouri's protective order statutes indicate that "sexual assault" means causing or attempting to cause another to engage involuntarily in any sexual act by force, threat of force, duress, or without that person's consent. (Mo. Rev. Stat. § 455.010(1)(e)).</p>
Rape, Fondling, Incest, Statutory Rape	<p>For purposes of the Clery Act, the term "sexual assault" includes the offenses of rape, fondling, incest, and statutory rape. These definitions under Missouri law are as follows:</p> <ul style="list-style-type: none"> Rape in the First Degree (Mo. Rev. Stat. § 566.030.1): A person commits the offense of rape in the first degree if he or she has sexual intercourse with another person who is incapacitated, incapable of consent, or lacks the capacity to consent, or by the use of forcible compulsion. Forcible compulsion includes the use of a substance administered without a victim's knowledge or consent which renders the victim physically or mentally impaired so as to be incapable of making an informed consent to sexual intercourse. Rape in the Second Degree (Mo. Rev. Stat. § 566.030.1): A person commits the offense of rape in the second degree if he or she has sexual intercourse with another person knowing that he or she does so without that person's consent. Fondling: The institution has determined, based on good-faith research, that Missouri law does not define the term fondling.

Crime Type (Missouri Revised Statutes)	Definitions
	<ul style="list-style-type: none"> • Incest (Mo. Rev. Stat. § 568.020.1): A person commits the offense of incest if he or she marries or purports to marry or engages in sexual intercourse or deviate sexual intercourse with a person he or she knows to be, without regard to legitimacy, his or her: (1) Ancestor or descendant by blood or adoption; or (2) Stepchild, while the marriage creating that relationship exists; or (3) Brother or sister of the whole or half-blood; or (4) Uncle, aunt, nephew or niece of the whole blood. • Statutory Rape, First Degree (Mo. Rev. Stat. § 566.032.1): A person commits the offense of statutory rape in the first degree if he or she has sexual intercourse with another person who is less than fourteen years of age. • Statutory Rape, Second Degree (Mo. Rev. Stat. § 566.034.1): A person commits the offense of statutory rape in the second degree if being twenty-one years of age or older, he or she has sexual intercourse with another person who is less than seventeen years of age.
Other “sexual assault” crimes	<p>Other crimes under Missouri law that may be classified as a “sexual assault” include the following:</p> <ul style="list-style-type: none"> • Sodomy in the First Degree (Mo. Rev. Stat. § 566.060.1): A person commits the offense of sodomy in the first degree if he or she has deviate sexual intercourse with another person who is incapacitated, incapable of consent, or lacks the capacity to consent, or by the use of forcible compulsion. Forcible compulsion includes the use of a substance administered without a victim's knowledge or consent which renders the victim physically or mentally impaired so as to be incapable of making an informed consent to sexual intercourse. • Sodomy in the Second Degree (Mo. Rev. Stat. § 566.061.1): A person commits the offense of sodomy in the second degree if he or she has deviate sexual intercourse with another person knowing that he or she does so without that person's consent. • Statutory Sodomy, First Degree (Mo. Rev. Stat. § 566.062.1): A person commits the offense of statutory sodomy in the first degree if he or she has deviate sexual intercourse with another person who is less than fourteen years of age. • Statutory Sodomy, Second Degree (Mo. Rev. Stat. § 566.064.1): A person commits the offense of statutory sodomy in the second degree if being twenty-one years of age or older, he or she has deviate sexual intercourse with another person who is less than seventeen years of age. • Child Molestation, First Degree (Mo. Rev. Stat. § 566.067.1): A person commits the offense of child molestation in the first degree if he or she subjects another person who is less than fourteen years of age to sexual contact and the offense is an aggravated sexual offense. • Child Molestation, Second Degree (Mo. Rev. Stat. § 566.068.1): A person commits the offense of child molestation in the second degree if he or she: (1) Subjects a child who is less than twelve years of age to sexual contact; or (2) Being more than four years older than a child who is less than seventeen years of age, subjects the child to sexual contact and the offense is an aggravated sexual offense. • Child Molestation, Third Degree (Mo. Rev. Stat. § 566.069.1): A person commits the offense of child molestation in the third degree if he or she subjects a child who is less than fourteen years of age to sexual contact. • Child Molestation, Fourth Degree (Mo. Rev. Stat. § 566.071.1): A person commits the offense of child molestation in the fourth degree if, being more than four years older than a child who is less than seventeen years of age, subjects the child to sexual contact. • Sexual Misconduct Involving a Child (Mo. Rev. Stat. § 566.083.1): A person commits the offense of sexual misconduct involving a child if such person: (1)

Crime Type (Missouri Revised Statutes)	Definitions
	<p>Knowingly exposes his or her genitals to a child less than fifteen years of age under circumstances in which he or she knows that his or her conduct is likely to cause affront or alarm to the child; (2) Knowingly exposes his or her genitals to a child less than fifteen years of age for the purpose of arousing or gratifying the sexual desire of any person, including the child; (3) Knowingly coerces or induces a child less than fifteen years of age to expose the child's genitals for the purpose of arousing or gratifying the sexual desire of any person, including the child; or (4) Knowingly coerces or induces a child who is known by such person to be less than fifteen years of age to expose the breasts of a female child through the internet or other electronic means for the purpose of arousing or gratifying the sexual desire of any person, including the child.</p> <ul style="list-style-type: none"> • Sexual Misconduct, First Degree (Mo. Rev. Stat. § 566.093.1): A person commits the offense of sexual misconduct in the first degree if such person: (1) Exposes his or her genitals under circumstances in which he or she knows that his or her conduct is likely to cause affront or alarm; (2) Has sexual contact in the presence of a third person or persons under circumstances in which he or she knows that such conduct is likely to cause affront or alarm; or (3) Has sexual intercourse or deviate sexual intercourse in a public place in the presence of a third person. • Second Degree Sexual Misconduct (Mo. Rev. Stat. § 566.095.1): A person commits the offense of sexual misconduct in the second degree if he or she solicits or requests another person to engage in sexual conduct under circumstances in which he or she knows that such request or solicitation is likely to cause affront or alarm. • Sexual Abuse in the First Degree (Mo. Rev. Stat. § 566.100.1): A person commits the offense of sexual abuse in the first degree if he or she subjects another person to sexual contact when that person is incapacitated, incapable of consent, or lacks the capacity to consent, or by the use of forcible compulsion. • Sexual Abuse, Second Degree (Mo. Rev. Stat. § 566.101.1): A person commits the offense of sexual abuse in the second degree if he or she purposely subjects another person to sexual contact without that person's consent.
Consent (as it relates to sexual activity) (Mo. Rev. Stat. § 556.061(14))	Consent or lack of consent may be expressed or implied. Assent does not constitute consent if: (a) It is given by a person who lacks the mental capacity to authorize the conduct charged to constitute the offense and such mental incapacity is manifest or known to the actor; or (b) It is given by a person who by reason of youth, mental disease or defect, intoxication, a drug-induced state, or any other reason is manifestly unable or known by the actor to be unable to make a reasonable judgment as to the nature or harmfulness of the conduct charged to constitute the offense; or (c) It is induced by force, duress or deception.

In addition to the definition of consent under Missouri law, the University uses the following definition of consent for the purpose of determining whether a violation of its Sexual Misconduct Policy has occurred:

Lack of consent is often the critical factor in determining whether Sexual Misconduct has occurred. Consent is informed, freely given, and mutually understood. Consent requires an affirmative act or statement by each participant. Consent is not passive. The University does not recognize consent by silence.

Under Missouri law, lack of consent for criminal purposes results when a person...is incapacitated, incapable of consent, or lacks the capacity to consent, or by the use of forcible compulsion. “Forcible compulsion” includes the use of a substance administered without a victim's knowledge or consent, which renders the victim physically or mentally impaired so as to be incapable of making an informed consent. Mo. Rev. Stat. § 566.030.

If a person is below the minimum age of consent in the applicable jurisdiction, there cannot be consent. In Missouri, the minimum age of consent is 17 years of age.

In addition to Missouri law, the following are essential to understanding what constitutes effective consent under the policy:

- If coercion, intimidation, threats, and/or physical force are used, there is no consent.
- If a person's physical or mental disability renders them incapable of understanding the fact, nature, or extent of the sexual situation, there is no consent.
- If a person is impaired by alcohol or drugs such that the person cannot understand the fact, nature, or extent of the sexual situation, there is no consent.
- If a person is asleep or unconscious, there is no consent.
- Consent to one form of sexual activity does not imply consent to other forms of sexual activity.
- Consent can be withdrawn. A person who initially consents to sexual activity is deemed not to have consented to any sexual activity that occurs after he or she withdraws consent.
- Consent may be deemed invalid when it is obtained in circumstances where one party exercised a position of direct authority or control over another.
- A victim is not required to affirmatively/physically resist or say "stop" in order for there to be Sexual Violence/Assault.

The PPAP encourages positive and healthy behaviors by noting that the majority of sexual offenses that occur on campus communities are committed by people known by their victims. Often, these types of assaults are not reported to police or campus authorities because people do not think this unwanted sexual contact constitutes sexual assault since they know the assailant. These assailants, however, are able to continue to exploit people by manipulating that trust. By reporting these incidents, you will significantly decrease the likelihood that this individual can subject another person to this type of victimization.

The PPAP includes instruction on risk reduction, including how to avoid becoming a victim and the warning signs of abusive behavior, the recognition of which will help mitigate the likelihood of perpetration, victimization or bystander inaction. Specifically, they are advised:

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

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

- It is also important to be aware of the warning signs of an abusive person. Some examples include:
 - Past abuse
 - Threats of violence or abuse
 - Breaking objects
 - Using force during an argument
 - Jealousy
 - Controlling behavior
 - Quick involvement
 - Unrealistic expectations
 - Isolation
 - Blames others for problems
 - Hypersensitivity
 - Cruelty to animals or children
 - "Playful" use of force during sex
 - Jekyll-and-Hyde personality

Bystander Intervention is another topic of the PPAP. Often people don't intervene because they may assume a situation isn't a problem, or feel it is none of their business. They may assume that someone else will do something, or believe that other people weren't bothered by the problem. In some cases, a person might feel their personal safety is at risk.

When people do intervene in a situation, they often say that it was the right thing to do, and that they'd want someone to intervene if the roles were reversed. MSSU encourages students and faculty staff members to take action if they have an opportunity to prevent or intervene in an incident. They should also constantly be aware of events occurring around them and (if possible) create solutions.

Individuals on campus are even asked to intervene in situations as soon as it is possible to safely do so, at least speaking up so that others know what is going on. Of course, students and others should think about their response to ensure that their actions don't actually escalate the situation. Generally, telling friends that behavior is not acceptable is appropriate. Notifying the UPD or others in authority is also always appropriate.

Individuals are encouraged to take safe and positive steps to prevent harm or intervene when there is a risk of domestic violence, dating violence, sexual assault or stalking against another person. This includes reporting such incidents to appropriate authorities. Other steps that can be taken include:

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

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

Ongoing Prevention and Awareness Campaign

The University also has an Ongoing Prevention and Awareness Campaign (OPAC) for all students and faculty. This OPAC includes activities and materials that are presented over time to increase understanding of the issues related to sexual assault, domestic and dating violence and stalking. They cover essentially the same topics as the PPAP but are intended to reinforce that training and thus make it more effective in preventing these offenses.

PPAP and OPAC Programming Methods

The PPAP and OPAC are carried out in a variety of ways, using a range of strategies, and, as appropriate, targeting specific audiences throughout the University. Past programming currently planned programming at MSSU includes the following:

- Faculty, and Staff receive yearly annual sexual misconduct prevention training on Title IX and VAWA. Faculty and Staff are required to attend mandatory training that address all aspects of Title IX and VAWA including; definitions of sexual misconduct, discrimination, harassment, stalking, domestic abuse, dating violence, consent, and retaliation; responsibilities as an employee of the university (mandatory reporting), to whom to report the incident (Title IX Coordinator), and scope of geography.

- Students also receive yearly training on Title IX and VAWA in the form of an online class. The training for student includes all the same aspects as faculty/staff training with the added area of bystander information.
- Healthy Relationships week,
- Sexual Assault Awareness Week (Assisting Alpha Sigma Alpha students, Take back the night), and
- Web resource “Student Health 101.”
- A women’s self-defense class (Rape Aggression Defense) is now being offered at MSSU through the Kinesiology Program. In this class girls are not only taught how to avoid risky behaviors, they learn basic and advanced skills for resisting a sexual attack.

Procedures to Follow if You are a Victim of a Sex Assault, Domestic or Dating Violence and Stalking:

If you are a victim of a sexual assault, domestic violence, dating violence, or stalking, go to a safe place and call the MSSU Police at 911 or 417-623-3131. At the earliest opportunity, you should also contact the University’s Title IX Coordinator Tamika Harrell at 417-625-3022, Samantha Quackenbush at 625-9531, or Julie Wengert at 625-9532 [BSC 347]. Victims will be notified in writing of the procedures to follow, including:

1. To whom and how the alleged offense should be reported:
 - b. In addition to filing a report with the MSSU Police or the University’s Title IX Coordinator, a report may also be made to the Deputy Title IX Coordinator (information listed below) or another campus security authority listed on page 2 of this report.
2. The importance of preserving evidence that may be necessary to prove the offense in a criminal proceeding or disciplinary action or to obtain a protective order. To that end, keep in mind the following:
 - g. You should not remove clothing items worn during or following an assault, as they frequently contain valuable fiber, hair, and fluid evidence.
 - h. Don’t bathe or wash, or otherwise clean the environment in which the assault occurred.
 - i. You can obtain a forensic examination at Freeman Hospital at 1102 West 32nd Street, Joplin, Missouri. The SANE nurses are trained to interview victims, collect evidence and prescribe medications as needed. For more information about the SANE program go to saneinfo@freemanhealth.com . Their number is 417-347-SANE (7263).
 - j. Completing a forensic examination does not require you to file a police report, but having a forensic examination will help preserve evidence in case you decide at a later date to file a policy report.
 - k. Evidence in electronic formats should also be retained (e.g., text messages, emails, photos, social media posts, screenshots, etc.).
 - l. Victims of stalking should also preserve evidence of the crime to the extent possible.
3. The victim’s options regarding notification to law enforcement, which are:

- d. The option to notify either on-campus or local police (contact information is listed in the opening paragraphs of this section).
 - If the option to report to police, a UPD officer will contact the victim (preferably on campus) and begin an investigation. The officer will ask for specific details regarding times, dates and places in which the suspect made contact with the victim after being told he/she no longer wanted to be contacted. UPD officers will then interview the suspect and submit the case to the Jasper County Prosecutor's Office for the filing of criminal charges. Everything possible will be done to insure the safety of the victim.
 - The Joplin Police Department is located at 303 E. 3rd Street in Joplin, Missouri. You may walk in to the front entrance and talk to a clerk at the desk, or simply call 417-623-3131 and have an officer dispatched to your location within the city limits. In addition to details about a crime, victims should be prepared to provide their address, phone number, date of birth, etc.
 - e. The option to be assisted by campus security authorities (UPD) in notifying law enforcement if the victim so chooses (the University will comply with such a request if it is made).
 - f. The option to decline to notify such authorities.
4. Where applicable, the rights of victims and the institution's responsibilities regarding orders of protection, no-contact orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court.
- e. In Missouri, victims may obtain an Adult Order of Protection, which provides protective relief for victims of domestic violence, stalking, or sexual assault. Information about Adult Orders of Protection may be found at: <http://www.courts.mo.gov/page.jsp?id=533>.
 - f. A protection order may be obtained by filing a petition with the court. Courts can issue two types of orders: (1) Ex Parte Orders, which act as a temporary emergency order to protect a victim, for up to 15 days, until a court hearing, and (2) Full Orders of Protection, which may be issued for up to one year. Additional information about the orders may be found at: <http://www.courts.mo.gov/file.jsp?id=69655>.
 - A Petition for Order of Protection should be filed at the Jasper County Court House. The address is: 601 South Pearl Avenue, Room 300, Joplin, MO 64801. The phone number is 417-625-4310. More information is available here: <http://jaspercounty.org/courts/exparte.html>.
 - The circuit court clerk's office can provide the necessary forms and may assist in completing the forms. Forms may also be found online at: <http://www.courts.mo.gov/file.jsp?id=537>. A victim should be prepared to present documentation and/or other forms of evidence when filing for an order of protection.
 - Victims may also contact local domestic violence and sexual assault advocates for assistance in obtaining a protection order.

- g. When a protection order is granted, it is enforceable statewide. If you have obtained a protection order and need it to be enforced in your area, you should contact the local police department.
- h. Any student or employee who has a restraining order, order of protection, no contact order or any other such order issued by a court against another individual (whether or not that individual is also a student or employee of the University) is highly encouraged to notify the MSSU Police Department or a campus security authority of the threat and to provide a copy of the restraining order so that it is kept on file with the MSSU Police and can be enforced, if necessary. The UPD will honor the order and do everything possible to ensure the safety of the victim.

Available Victim Services:

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

University Support Services

- Wilcoxon University Health Center – Billingsly Student Center 242, Tel: 417-625- 9323 (Hours 8:00-5:00 M-F)
- Counseling Department (ACTS) – Hearnest Hall 314, Tel.: 417-625-9324 (Hours 8:00-5:00 M-F)

Financial Aid

- Hearnest Hall Room 109, Tel: 417-625-9325 (Hours 8:00-5:00 M-F)

Third Party Support Services

- Lafayette House (Battered Women) – Tel: 417-782-1772
- Ozark Center Crisis Services – Tel: 417-347-7720 or 800-247-0661
- National Sexual Assault Hotline – Tel: 800-656-4673
- SANE (Sexual Assault Nurse Practitioner) – 417-347-7263
- Missouri Coalition Against Domestic & Sexual Violence – <http://mocadsv.org/>
- National Domestic Violence Hotline – 1-800-799-7233

Legal Aid, Visa and Immigration Assistance

- Legal Services of Missouri: <http://www.lsmo.org/>
- Immigration Advocates Network:
<http://www.immigrationadvocates.org/nonprofit/legaldirectory/search?state=MO>
- U.S. Citizenship and Immigration Services:
https://egov.uscis.gov/crisgwi/go?action=offices.summary&OfficeLocator.office_type=ASC&OfficeLocator.statecode=MO

Accommodations and Protective Measures

MSSU will provide written notification to victims about options for, and available assistance in, changing academic, living, transportation, and working situations or protective measures. If victims request these accommodations or protective measures and they are reasonably available the University is obligated to provide them, regardless of whether the victim chooses to report the crime to the University Police Department or local police. Requests of this nature should be made to Julie Wengert (Associate Vice President for Student Affairs, 417-625-9531). This individual, in consultation with other appropriate University officials, are responsible for determining what, if any, accommodations or protective measures will be implemented. When considering the reasonableness of such a request, the following factors, and potentially others, may be considered:

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

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

Procedures for Disciplinary Action:

Allegations of domestic violence, dating violence, sexual assault or stalking will be processed through the University's Sexual Misconduct Policy and Complaint Resolution Procedures. The procedures are utilized whenever or wherever a complaint is made, regardless of the status of the complainant and the respondent.

The procedures are invoked once a report is made to one of the following individuals:

Title IX Coordinator

Tamika Harrel

417-625-3022

347 Billingsly Student Center

harrel-t@mssu.edu

Evan Jewsbury
Director of Human Resources
417-625-9527
217 Hearn Hall

Jewsbury-e@mssu.edu

Once a complaint is received, the Title IX Coordinator or other individual(s) designated by the Title IX Coordinator investigate a particular complaint (“Investigating Officer”) will promptly notify the respondent and provide the respondent with the opportunity to review a copy of the written complaint. Written notice to the respondent will include the identifies of the parties involved, the specific provisions of the Sexual Misconduct Policy allegedly violated, and the alleged conduct, including information about the date and location of the alleged incident. A formal or informal process may then be utilized, based on the circumstances at hand and the parties wishes.

Informal Resolution

Informal resolution is a process by which the Investigating Officer, working alone or in concert with other appropriate University administrators (such as a supervisor if the parties are employees), attempts to resolve a complaint to the mutual satisfaction of both the complainant and respondent. Informal resolution may include, but is not limited to, mediation, agreed separation of the parties, referral of the parties to their respective counseling programs, agreed upon educational or training programs for one or more of the parties, the agreement of a party to apologize for their conduct, and other agreed remedial measures, which may include agreed upon forms of discipline. Although informal resolution may involve some investigation by the Investigating Officer in order to understand the background of the complaint, informal resolution is not intended to reach a formal determination as to whether or not sexual misconduct occurred, unless the respondent admits to the conduct at issue.

The following standards also apply to the informal resolution process:

- Both parties must agree to use informal resolution.
- Both parties have the right to end informal resolution at any time and insist upon formal resolution.
- The Investigating Officer may invoke the formal resolution process if deemed necessary, irrespective of the parties’ wishes.
- If an agreed upon informal resolution has been reached, the parties will be expected to a written memorandum outlining the agreement and provide their signatures.
- Because informal resolution is collaborative and must be agreed to by both parties, there is no right to appeal the outcome of an informal resolution.

Formal Investigation and Resolution Procedure

Unlike informal resolution, formal resolution involves an in-depth investigation and determination of facts under a preponderance of the evidence standard. The investigation will involve interviews with the complainant, respondent and witnesses and the collection of non-testimonial information and/or materials, such as email, text messages, security camera footage, and the like. Witnesses and information and/or materials may be identified and/or submitted by the parties or independently gathered by the Investigating Officer. The Investigating Officer may

decline to interview witnesses or collect information that the Investigating Officer deems irrelevant. The scope of the investigation shall be at the discretion of the Investigating Officer.

The Investigating Officer will prepare a written investigation report summarizing the allegations of sexual misconduct, the scope of the investigation, the information collected, and appending any statements or summaries of statements or interviews provided. The investigation report will include findings of fact and the basis for those findings, and a determination about whether a Policy violation more likely than not occurred. If necessary, the Investigating Officer will attach an addendum with sanctions and remedial measures. Information will be redacted, as appropriate, when the information affects one party but not the other.

The Investigating Officer will provide written notices of outcome to the parties, and will enclose the investigation report and addendum, if any.

Timing

The Investigating Officer will conduct investigations in a way that facilitates the resolution of complaints in a timely manner. The timing of investigation activities may be impacted by the unavailability of parties or witnesses, scheduling conflicts, intervening breaks, prior attempts at informal resolution, the complexity of a case, and the need to avoid interference with a pending law enforcement investigation. The investigator will provide updates regarding the timeline of the investigation to the parties throughout the course of the investigation.

Appeals

Both parties have an equal opportunity to appeal a decision after a formal investigation. Appeal procedures differ depending on the status of the respondent.

- Student Respondent
 - In order to appeal, the aggrieved party must submit a written statement of appeal to the Student Affairs Office within ten (10) business days of receiving the notice of outcome of the investigation.
 - Per the Student Code of Conduct, the Student Conduct Review Committee will review the appeal and the investigation file.
 - The Student Conduct Review Committee will resolve the appeal and will provide notice of the appeal decision to the parties. The Student Conduct Review Committee will clearly state whether the previous decision was upheld or overturned. The Student Conduct Review Committee will provide the complainant and respondent with simultaneous written notification of the outcome of the appeal no later than ten (10) business days after the written notice of appeal was filed. The decision of the Student Conduct Review Committee is final.
- Faculty Respondent

- In order to appeal, the aggrieved party must submit a detailed written statement of appeal to the Provost/Vice President for Academic Affairs within ten (10) business days of notification of the outcome of the complaint.
 - Upon receiving a valid appeal, the Provost/Vice President for Academic Affairs will, within three (3) business days, provide a copy of the written statement of appeal to the other party. Thereafter, the party so notified will have ten (10) business days to submit a written response to the appeal to the Provost/Vice President for Academic Affairs.
 - The Provost/ Vice President for Academic Affairs will evaluate the written appeal and any written response. Within five (5) business days of receiving the written response (or the time for a written response expiring with no response submitted), the Provost/ Vice President for Academic Affairs will provide simultaneous written notification to the parties of the decision. The Provost/Vice President for Academic Affairs' determination of the appeal is final.
 - In the event an investigation under these procedures determines a tenured faculty member engaged in sexual misconduct, and termination of appointment is being considered, the procedures for termination for cause will be followed pursuant to Section II.E of the Faculty Handbook.
- Respondent is an Administrator, Non-Faculty Employee, Contractor, or Third Party
 - In order to appeal, the aggrieved party must submit a detailed written statement of appeal to the Vice President for Business Affairs within ten (10) business days of receiving notification of the outcome of the investigation.
 - Upon receiving a valid appeal, the Vice President for Business Affairs will, within three (3) business days, provide a copy of the written statement of appeal to the other party. Thereafter, the party so notified will have ten (10) business days to submit a written response to the appeal to the Vice President for Business Affairs.
 - The Vice President for Business Affairs will evaluate the written appeal and any written response. Within five (5) business days of receiving the written response (or the time for a written response expiring with no response submitted), the Vice President for Business Affairs will provide simultaneous written notification to the parties of the Compliance Officer's decision. The Vice President for Business Affairs' determination of the appeal is final.

Special Procedures

There are special procedures that are utilized when a complaint is against the President or the Title IX Coordinator. If the complaint is against the President, the Board of Trustees designates the Investigating Officer, reviews the Investigating Officer's report, and makes a final, non-appealable decision on the matter, including sanctions if necessary. If the complaint is against the Title IX Coordinator, the President designates the Investigating Officer, reviews the Investigating Officer's report, and makes a final, non-appealable decision on the matter, including sanctions if necessary.

Rights of the Parties in an Institutional Proceeding

When the procedures discussed in the previous section are being used, both the accuser and the individual accused of the offense are entitled to:

1. A prompt, fair and impartial process from the initial investigation to the final result.
 - A prompt, fair and impartial process is one that is:
 - d. Completed within reasonably prompt timeframes designated by the institution's policy, including a process that allows for the extension of timeframes for good cause, with written notice to the accuser and the accused of the delay and the reason for the delay.
 - e. Conducted in a manner that:
 - iv. Is consistent with the institution's policies and transparent to the accuser and the accused.
 - v. Includes timely notice of meetings at which the accuser or accused, or both, may be present; and
 - vi. Provides timely access to the accuser, the accused and appropriate officials to any information that will be used during the informal and formal disciplinary meetings and hearings.
 - f. Conducted by officials who do not have a conflict of interest or bias for or against the accuser or the accused.
2. Proceedings conducted by officials who, at a minimum, receive annual training on the issues related to domestic violence, dating violence, sexual assault and stalking and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.
 - Such training addresses topics such as relevant evidence and how it should be used during a proceeding, proper techniques for questioning witnesses, basic procedural rules for conducting a proceeding, and avoiding actual and perceived conflicts of interest. The University Title IX Coordinator and investigators attend annual training provided by the legal firm of Husch-Blackwell. The training consists takes place over two days and includes the topics: advanced consent, reciprocal allegations, third party settings, pregnancy discrimination, proper investigation techniques, reporting, hearing, discipline & remediation, prevention and awareness, sexual violence, and documentation and current OCR investigations.
3. The same opportunities to have others present during any institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice. The institution may not limit the choice of advisor, but may establish limits regarding the extent to which that advisor may participate in the proceeding, as long as those limits apply equally to both parties.
4. Have the outcome determined using a preponderance-of-the-evidence standard based on the totality of the evidence presented.
5. Simultaneous, written notification of the results of the proceeding, any procedures for either party to appeal the result, any change to the result, and when the result becomes final. For this purpose, "result" means "any initial, interim and final decision by an official or entity authorized to resolve disciplinary matters" and must include the rationale for reaching the result and any sanctions imposed.

Possible Sanctions that the University May Impose for Domestic Violence, Dating Violence, Sexual Assault or Stalking Offenses:

Student Conduct Sanctions

One or more of following sanctions may be imposed upon any student for any single violation of the *Code of Student Conduct*, including dating violence, domestic violence, sexual assault, and stalking:

- 19) *Warning*: An official written notice that the student has violated Missouri Southern State University policies and/or rules and that more severe conduct action will result should the student be involved in other violations while the student is enrolled at the Missouri Southern State University.
- 20) *Restitution*: Compensation for damage caused to the Missouri Southern State University or any person's property. This could also include situations such as failure to return a reserved space to proper condition – labor costs and expenses. This is not a fine but, rather, a repayment for labor costs and/or the value of property destroyed, damaged, consumed, or stolen.
- 21) *Fines*: Reasonable fines may be imposed.
- 22) *Community/Missouri Southern State University Service Requirements*: For a student or organization to complete a specific supervised Missouri Southern State University service.
- 23) *Loss of Privileges*: The student will be denied specified privileges for a designated period of time.
- 24) *Confiscation of Prohibited Property*: Items whose presence is in violation of Missouri Southern State University policy will be confiscated and will become the property of the Missouri Southern State University. Prohibited items may be returned to the owner at the discretion of the Vice President for Student Affairs (or designee) and/or Campus Police.
- 25) *Behavioral Requirement*: This includes required activities including, but not limited to, seeking academic counseling or substance abuse screening, writing a letter of apology, etc.
- 26) *Educational Program*: Requirement to attend, present and/or participate in a program related to the violation. It may also be a requirement to sponsor or assist with a program for others on campus to aid them in learning about a specific topic or issue related to the violation for which the student or organization was found responsible. Audience may be restricted.
- 27) *Restriction of Visitation Privileges*: May be imposed on a resident or non-resident student. The parameters of the restriction will be specified.
- 28) *Missouri Southern State University Housing Probation*: Official notice that, should further violations of Residence Life or Missouri Southern State University policies occur during a specified probationary period, the student may immediately be removed from Missouri Southern State University housing. Regular probationary meetings may also be imposed.
- 29) *Missouri Southern State University Housing Reassignment*: Reassignment to another Missouri Southern State University housing facility. Residential Life personnel will decide on the reassignment details.

- 30) *Missouri Southern State University Housing Suspension*: Removal from Missouri Southern State University housing for a specified period of time after which the student is eligible to return. Conditions for re-admission to Missouri Southern State University housing may be specified, such as: reapplying for housing, living in University selected housing, reentering housing under probation. Under this sanction, a student is required to vacate Missouri Southern State University housing within 24 hours of notification of the action, though this deadline may be extended upon application to, and at the discretion of, the Director of Housing and Residence Life. This sanction may be enforced with a trespass action if deemed necessary. Prior to reapplication for Missouri Southern State University housing, the student must gain permission from the Director of Housing and Residence Life (or designee). This sanction may include restrictions on visitation to specified buildings or all University housing during the suspension.
- 31) *Missouri Southern State University Housing Expulsion*: The student's privilege to live in, or visit, any Missouri Southern State University housing structure is revoked indefinitely. This sanction may be enforced with a trespass action if deemed necessary.
- 32) *Missouri Southern State University Probation*: The student is put on official notice that, should further violations of Missouri Southern State University policies occur during a specified probationary period, the student may face suspension or expulsion. Regular probationary meetings may also be imposed.
- 33) *Eligibility Restriction*: The student is deemed "not in good standing" with the Missouri Southern State University for a specified period of time. Specific limitations or exceptions may be granted by the Vice President for Student Affairs (or designee) and terms of this conduct sanction may include, but are not limited to, the following:
- c) Ineligibility to hold any office in any student organization recognized by the Missouri Southern State University or hold an elected or appointed office at the Missouri Southern State University; or
 - d) Ineligibility to represent the Missouri Southern State University to anyone outside the Missouri Southern State University community in any way including: participating in the study abroad program, attending conferences, or representing the Missouri Southern State University at an official function, event or intercollegiate competition as a player, manager or student coach, etc.
- 34) *Missouri Southern State University Suspension*: Separation from the Missouri Southern State University for a specified minimum period of time, after which the student is eligible to return. Eligibility may be contingent upon satisfaction of specific conditions noted at the time of suspension, such as: a written letter to the Dean of Admissions seeking permission for readmission to the University, documentation supporting any corrective action taken by the student, understanding that the student may be placed on disciplinary probation upon return to MSSU. The student is required to vacate the campus within 24 hours of notification of the action, though this deadline may be extended upon application to, and at the discretion of, the Vice President for Student Affairs (or designee). During the suspension period, the student is banned from university property, functions, events and activities without prior written approval from the Vice President for Student Affairs. This sanction may be enforced with a trespass action as necessary.
- 35) *Missouri Southern State University Expulsion*: Permanent separation from Missouri Southern State University. The student is banned from university property and the student's presence at any Missouri Southern State University-sponsored activity or event is prohibited. This action may be enforced with a trespass action as necessary. **[This sanction will be noted as a Conduct Expulsion on the student's official academic transcript].**

36) *Other Sanctions*: Additional or alternate sanctions may be created and designed as deemed appropriate to the offense with the approval of the Vice President for Student Affairs or designee. If a sanction that is not listed above is utilized following a finding of dating violence, domestic violence, sexual assault, or stalking, that sanction will be listed in next year's security report.

Employee Conduct Sanctions

PROGRESSIVE DISCIPLINARY ACTION

Employee discipline is based on a progressive disciplinary system, and, the University may impose any of the following disciplinary actions following an incident of dating violence, domestic violence, sexual assault, or stalking:

a. Verbal Warning

A verbal warning is used when a supervisor wants to bring an issue of concern to the attention of the employee, stress the seriousness of the situation, and present suggestions or instructions to resolve or correct the problem. A written record of the discussion noting the date, event, and recommended action should be made.

b. Written Warning

A written warning is used for behavior or violations which a supervisor considers serious or where a verbal warning has not helped change unacceptable behavior. A written warning documents the occurrence and the severity of the inappropriate behavior, and usually warns the employee that further violations will result in suspension without pay or termination.

c. Suspension Without Pay

A suspension without pay may be used to impress upon the employee that a behavior or performance level must be changed or termination will be inevitable. Suspension results in the loss of pay for a specified period of time (usually three days).

d. Disciplinary Suspension

A disciplinary suspension may be used in cases when the infraction is of such seriousness that it may warrant dismissal pending review of the facts. Disciplinary suspension should be followed immediately by a thorough investigation of the situation to determine the appropriate action to be taken.

e. Dismissal

Serious offenses and repeated disciplinary problems will require dismissal. While employment may be terminated at any time without cause, examples of conduct that can result in dismissal for a single incident are dishonesty, insubordination, theft, use of illegal drugs or unauthorized use of alcohol on University premises, or other serious conduct as outlined in the University's disciplinary guidelines.

In addition to the progressive disciplinary system, the following types of sanctions may also be imposed on employees following an incident of dating violence, domestic violence, sexual assault, or stalking:

a. Transfer

An employee who has not satisfactorily performed the duties of his or her job according to established standards may be transferred to another position for which he/she is qualified. (For non-disciplinary transfers, please see the “Promotion & Transfer” policy in this Handbook.)

b. Compensation Reduction

An employee who violates University rules or policies may be subject to disciplinary action in the form of a reduction in compensation.

c. Withholding Wage Increases

If an employee has unsatisfactory behavior or job performance, the supervisor may withhold an across-the-board wage increase (including a grade/step increase for a classified employee on the grade & step system) resulting in a wage freeze. As a follow up to this action, the supervisor may inform the employee that a special performance evaluation will be conducted at a later date to review his or her behavior and/or performance. The evaluation will assist the supervisor in reaching a determination as to whether substantial improvement has been made or further disciplinary action is warranted.

d. Probation

At any time during employment, an employee may be placed on probation up to a maximum of 60 days for unsatisfactory conduct or service, upon the recommendation of the employee’s supervisor. An employee who has been placed on probation will not be eligible for any wage increases until the probationary period has been satisfactorily completed.

e. Demotion

An employee who is involved in several minor violations of University regulations, such as loitering, tardiness, smoking where/when prohibited, etc., may be demoted to a lower salaried position or wage classification.

Possible Protective Orders that the University May Impose for Domestic Violence, Dating Violence, Sexual Assault or Stalking Offenses:

Possible protective orders that may be implemented include:

5. Separation of alleged victim and respondent on campus; including but not limited to shared classes, residence halls, dining facilities, and public meeting areas.
6. No-Contact order – given as an interim/permanent measure to separate alleged victim and respondent.
7. Forbidding the accused from communicating with the victim.
8. Security escorts around campus.

Publicly Available Recordkeeping

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

Victims to Receive Written Notification of Rights:

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

Sex Offender Registration Program

The Campus Sex Crimes Prevention Act of 2000 requires institutions of higher education to advise members of the campus community where they can obtain information provided by the state concerning registered sex offenders. It also requires sex offenders to notify the state of each institution of higher education in the state at which they are employed or enrolled or carrying on a vocation. The state is then required to notify the University of any such information it receives. Anyone interested in determining whether such persons are on this campus may do so by contacting the University Police Chief (417-625-9741). The Missouri State Highway Patrol maintains a general registry of sex offender information, which may be accessed at the following link:

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

Drug and Alcohol Policy

Missouri Southern State University prohibits the unlawful manufacture, distribution, dispensing, possession or use of illegal drugs by students and employees in the workplace, on University property, or as part of any University activity. The University will enforce federal and state drug laws.

MSSU prohibits alcohol in the Residence Life area of campus. Students generally receive an administrative violation for possession of an alcoholic beverage with graduated fines for each subsequent violations. After three violations the student could be suspended from classes at the discretion of the Director of Student Conduct. The

University Police Department enforces Missouri's underage drinking laws. Students who possess alcohol as a minor or supply intoxicants to minors can be arrested and charged through the Jasper County Prosecutor's Office.

Violations of these prohibitions will be handled in the following manner:

3. For students, violations will usually result in being arrested by University Police officers and having charges filed through the Jasper County Prosecutor's Office. Other options include receiving disciplinary prohibition, suspension or expulsion as provided in the Student Handbook.
4. For employees, violations will result in disciplinary action, up to and including termination of employment. Violations will usually also involve the involvement of the UPD and filing of charges through the Jasper County Prosecutor's Office.

Below are some of the legal sanctions an individual could face for illegally using alcohol or drugs:

- Missouri law prohibits the purchase or possession of alcohol by those under 21 years of age. It also prohibits persons from knowingly furnishing alcohol to those under 21 years of age. These offenses are punishable by a fine ranging from \$50 to \$1,000 and up to one year imprisonment.
- Under Missouri law, it is also illegal to drive while intoxicated, which means that you have a blood alcohol concentration (BAC) of .08 or higher or it is determined that your driving ability is impaired (even if your BAC is below .08). A first offense can result in a \$500 fine and up to 6 months imprisonment. The potential fines and times of imprisonment increase when there are multiple offenses.
- Missouri law also prohibits the unlawful use, possession, and distribution of controlled substances, including marijuana. Depending on the types and amounts of controlled substances involved and prior drug-related convictions, penalties range from a \$500 fine to life imprisonment.
- Under federal law, illegal possession of a controlled substance can result in a fine of at least \$1,000 and up to one year imprisonment for a first offense. Penalties increase when an offender has been convicted of prior drug-related offenses. Illegal possession of a controlled substance can also result in the forfeiture of property, civil fines, and the loss of federal benefits. Trafficking controlled substances can also lead to substantial fines and lengthy prison sentences, including life in prison.
- Conviction of a federal drug law can also result in ineligibility for federal financial aid.

Missouri Southern State University is committed to increasing employee and student awareness of the dangers of substance abuse. For example, marijuana can impair thinking, reading, comprehension and verbal skills; hallucinogens result in loss of control of normal thought processes; phencyclidine can produce violent and bizarre behavior; stimulants (amphetamines) may produce mood swings, panic and cardiac disturbances; cocaine is toxic, and overdoses result in death; narcotics cause dependency and severe symptoms upon withdrawal; inhalants have a high risk of sudden death; and alcohol can dull sensation and impair coordination, memory and judgment. In an effort to maintain a drug- and alcohol- free environment, the University will provide:

7. Awareness programs through our University Wellness Program,
8. Enforcement and awareness programs through the University Police Department,
9. Assistance through the University Nurse,
10. Assistance through the University Physician,
11. Individual counseling through the ACTS office, and
12. Assistance with making referrals to outside agencies.

Wellapalooza is the name of the education program used by Student Services to increase awareness of the dangers of drugs and alcohol among MSSU students.

Everyone employed by Missouri Southern State University as a condition of employment will:

1. Abide by the terms of the University Substance Abuse Policy,
2. Notify the University of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction. Missouri Southern will notify the proper agency of any convictions reported to them within ten days of the receipt of said notice.

Any employee or student of Missouri Southern State University who violates the University's Substance Abuse Policy will be subject to discipline in accordance with this policy and reported to the University Police Department for criminal prosecution. Criminal prosecution for these acts could lead to a conviction, and such conviction could result in a sentence imposing a monetary fine, imprisonment in a state or federal penitentiary, or both. <http://www.mssu.edu/offices/police/substance-abuse-policy.php>

*This policy is distributed annually to all students and employees in compliance with the Drug-Free Workplace Act of 1998 (P.L. 101-690) and the Drug-Free Schools and Communities Act Amendments of 1989 (P.L. 101-226).

Biennial Review of Drug and Alcohol Abuse Education Program

The University also performs a biennial review of its drug and alcohol abuse education program in order to (1) determine the program's effectiveness and implement changes to the program as needed and (2) ensure that sanctions related to drug and alcohol use are consistently enforced. The University's last biennial review was conducted in 2016. For more information about the biennial review, please contact Julie Wengert (Vice President for Student Affairs) at 417-625-9532.

Crime Statistics

The Clery Act requires institutions of higher education to disclose crime statistics covering the previous three years on four general categories of crimes: (1) primary crimes (murder and non-negligent manslaughter, manslaughter by

negligence, sex offenses (rape, fondling, statutory rape and incest), robbery, aggravated assault, burglary, motor vehicle theft, and arson); (2) hate crimes (any of the primary crimes except manslaughter by negligence and any incidents of larceny-theft, simple assault, intimidation or destruction/damage/vandalism of property that were motivated by certain biases); (3) arrests or referrals for disciplinary action for weapons, drug and liquor law violations; and (4) crimes of domestic violence, dating violence and stalking.

The definitions of these offenses follow FBI guidelines and are as follows:

PRIMARY CRIMES

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

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

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. This offense includes the rape of both males and females.

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 incapacity.

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

Statutory Rape: Sexual intercourse with a person who is under the statutory age of consent.

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

Aggravated assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury, usually accompanied by the use of a weapon or by a means likely to produce death or great bodily harm.

Burglary: The unlawful entry of a structure to commit a felony or a theft.

Motor vehicle theft: The theft or attempted theft of a motor vehicle.

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

HATE CRIMES

Hate crimes involve those crimes motivated by the following biases: race, gender, religion, sexual orientation, ethnicity, disability, national origin, and gender identity. As noted, hate crimes include those defined above (except manslaughter by negligence) that were motivated by one or more of these biases. They also include a second category as follows:

Larceny-theft: The unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another. Constructive possession is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.

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

Intimidation: Unlawfully placing 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.

Destruction/damage/vandalism of property: Willfully or maliciously destroying, damaging, defacing, or otherwise injuring real or personal property without the consent of the owner or the person having custody or control of it.

ARRESTS & REFERRALS FOR DISCIPLINARY ACTION

The third category of crime statistics disclosed related to arrests and referrals for disciplinary action for violations of law relating to weapons, drugs or liquor. For this purpose, the following definitions apply:

Arrest: A person processed by arrest, citation or summons.

Referral for disciplinary action: The referral of any person to any official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction.

Weapons Violation (Carrying, Possessing, Etc.): The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.

Drug Abuse Violations: The violation of law prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.

Liquor Law Violations: The violation of state or local laws or ordinance prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.

VAWA CRIMES

Domestic violence: A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is, or has, cohabitated with the victim as a spouse or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Dating violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship will be determined based on the reporting party's statement and with consideration of the length, and type of relationship and the frequency of interaction between the persons involved in the relationship.

Stalking: A course of conduct directed at a specific person that would cause a reasonable person to fear for her, his or others' safety, or to suffer substantial emotional distress.

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

	On Campus			On-Campus Student Housing Facilities			Non-Campus Property			Public Property –		
Crime	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Rape	2	2	1	2	2	1	0	0	0	0	0	0
Fondling	1	3	1	1	1	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
Domestic Violence	0	1	1	0	0	1	0	0	0	0	0	0
Dating Violence	9	3	1	8	2	1	0	0	0	0	0	0
Stalking	0	1	1	0	1	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	1	0	0	0	0	0	0	0	0	0
Burglary	9	18	5	5	17	3	0	0	0	0	0	0
Motor Vehicle Theft	1	2	0	1	2	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Arrests												
Weapons: Carrying, Possessing, etc.	1	1	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	1	1	0	0	1	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary Referrals												
Weapons: Carrying, Possessing, etc.	1	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	13	14	12	12	14	12	0	0	0	0	0	0
Liquor Law Violations	91	42	12	91	42	12	0	0	0	0	0	0

*There were no hate crimes reported for the years 2016, 2017 or 2018.

*During the previous three years there were no reported Clery crimes investigated by law enforcement authorities and found to be false or baseless and therefore “unfounded.”

2019 ANNUAL FIRE SAFETY REPORT

Housing Facilities and Fire Safety Systems

MSSU maintains on-campus housing for its students. These facilities were built at different times and have a variety of fire safety systems installed within them. Periodically the University also conducts fire drills. The following information lists the housing facility and the time of the drill in the spring of 2018. The three halls listed are the largest facilities.

April 2, 2018 Residence Hall Fire and Tornado Drill Information

Fire Drill

East Hall: 50 residents (6 RAs), time 4 minutes 22 seconds

Blaine Hall: 46 residents (4 RAs), time 3 minutes 23 seconds.

McCormick Hall: 27 residents (4 RAs), time 4 minutes and 34 seconds

2018 Tornado Drill Information

Tornado Drill (All residence Halls)

74 residents evacuated by 16 RAs, time 7 minutes and 34 seconds

The following chart lists each housing facility, the fire safety system within it and the number fire drills conducted during the previous calendar year.

FIRE SAFETY SYSTEMS IN MSSU RESIDENTIAL FACILITIES						
Residential Facilities	Fire Alarm Monitoring Done on Site by University Police	Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans and Placards	Number of evacuation (fire) drills in the previous calendar year
East Hall	x	x	x	x		1
McCormick Hall	x		x	x		1
Blaine Hall	x		x	x		1
Gockel Hall			x	x		0
Stegge Hall			x	x		0
Dishman Hall			x	x		0

Dryer Hall			X	X		0
Stone Hall			X	X		0
Headlee Hall			X	X		0
Maupin Hall			X	X		0
Mitchell Hall			X	X		0
Quad A	x	x	x	x		0
Quad B	x	x	x	x		0
Quad C	x	x	x	x		0
Quad D	x	x	x	x		0
Quad E	x	x	x	x		0
Quad F	x	x	x	x		0

*Evacuation plans are in place for each facility, but placards are not yet posted.

Policies on Portable Appliances, Smoking and Open Flames

The use of open flames, such as candles, and the burning of such things as incense, and smoking are prohibited in campus housing. Only surge-protected extension cords are permitted. Only the following portable cooking appliances are permitted to be used in campus housing: Toaster, microwave, hot plate or convection oven. Also, tampering with fire safety systems is prohibited and any such tampering may lead to appropriate disciplinary action.

MSSU reserves the right to make periodic inspections of campus housing to ensure fire safety systems are operational and that the policy on prohibited items is being complied with. Prohibited items will be confiscated and donated or discarded if found without reimbursement.

Fire Evacuation Procedures

In the event of a fire, the University expects that all campus community members will evacuate by the nearest exit, closing doors and activating the fire alarm system (if one is nearby) as they leave. If circumstances permit at the time of the alarm, additional instructions will be given regarding where students and/or staff are to relocate.

Fire Education and Training Programs

Fire safety education programs for all residents of on-campus student housing and all employees with responsibilities related to that housing are held at the beginning of each semester. Their purpose is to: familiarize everyone with the fire safety system in each facility, train them on procedures to follow if there is a fire and inform them of the University's fire safety policies. Information distributed includes maps of each facility's evacuation route and any fire alarms and fire suppression equipment available in the facility. Attendees are advised that

participation in fire drills is mandatory and any student with a disability is given the option of having a “buddy” assigned to assist him or her.

Reporting Fires

MSSU is required to disclose each year statistical data on all fires that occurred in on-campus student housing facilities. When a fire alarm is pulled and/or the fire department responds to a fire, these incidents are captured. However, there may be instances when a fire is extinguished quickly and an alarm is not pulled or a response by the fire department was not necessary. It is important that these incidents be recorded as well. Therefore, if you are aware of such a fire, see evidence of one or hear about one, you should contact the following person: Chris Houk, Coordinator Fire Safety/Environmental Health – 417-659-5490. When notifying this individual of a fire, as much information as possible about the location, date, time and cause of the fire should be provided.

Plans for Future Improvements

The University periodically reviews its fire safety protection and procedures. At this time, it has no specific plans for future improvements. Notwithstanding, fire Safety is a top priority at MSSU. We have upgraded fire alarm systems throughout the campus. We have improved the warning and early detection systems in classroom buildings as well as our residence halls. We have finished installing an up to date, cutting edge True Site Workstation that can be accessed and monitored by authorized personnel within the Physical Plant and the University Police 24 hours a day to ensure rapid response in the event of any emergency. The new residence halls and Athletic Support Buildings were be equipped with the newest technology available in early detection and warning equipment and meets or exceeds the latest NFPA 25 standards. The installation of fire sprinkler systems at the new facilities meets or exceeding NFPA 13 standards and will guarantee a significant reduction of damage and loss of life in the event of a fire. Existing systems, both fire sprinkler and detection and warning, are being rigorously tested on a regular basis to ensure peak performance in the event of a fire emergency. Current Fire Safety Policies are regularly reviewed and updated as required by the constantly changing environment of the University.

Fire Statistics

Statistics and Related Information Regarding Fires in Residential Facilities				
Residential Facilities	Address	2016 - Total Fires in Each Building	2017 – Total Fires in Each Building	2018 – Total Fires in Each Building
McCormick Hall	915 N. International Avenue	0	0	0
Blaine Hall	1015 N. International Avenue	0	0	0

Gockel Hall	1014 N. International Avenue	0	0	0
Stegge Hall	1016 N. International Avenue	0	0	0
Dishman Hall	1018 N. International Avenue	0	0	0
Dryer Hall	1020 N. International Avenue	0	0	0
Stone Hall	1022 N. International Avenue	0	0	0
Headlee Hall	1024 N. International Avenue	0	0	0
Maupin Hall	1026 N. International Avenue	0	0	0
Mitchell Hall	1028 N. International Avenue	0	0	0
Quad A	1010 N. International Avenue	0	0	0
Quad B	1008 N. International Avenue	0	0	0
Quad C	1004 N. International Avenue	0	0	0
Quad D	1002 N. International Avenue	0	0	0
Quad E	1000 N. International Avenue	0	0	0
Quad F	1006 N. International Avenue	0	0	0
East Hall	1017 N. International Avenue	0	0	0

Appendix C: Partners in Prevention Quarterly Report #1

Partners in Prevention Quarterly Report Process

Fiscal Year 2019-2020

The following report format is based on the requirements of the Drug-Free Schools and Colleges [EDGAR Part 86] Act. The following is adapted with permission from the Illinois Higher Education Center. The following report items are suggested Biennial Review format & contents.

Quarterly Report #1

Work on in July-September, Due October 12

Key Items:

- Introduction
- Notification (to be completed in the Fall)
- List of Goals for the Upcoming Year (2018-2019)- these should be based on goals listed in your strategic plan
- AOD rates from MACHB from Spring 2018 (can include data already provided by Partners in Prevention)

Introduction/Overview	
<p>Background on Drug-Free Schools and Campuses Regulations [Edgar Part 86] Requirements</p>	<p>Missouri Southern State University is deeply committed to supporting the safety and health of its students and employees in furtherance of its mission to provide education in preparation for career success and lifelong learning. As part of that commitment, the University has implemented comprehensive alcohol and drug abuse prevention programming. This programming incorporates a series of strategies including but not limited to:</p> <ul style="list-style-type: none"> • University policies prohibiting the unlawful manufacture, distribution, dispensing, possession or use of illegal drugs and alcohol by students and employees in the workplace, on University property, or as part of any University activity. • Sanctions for violating university policies which include – for students; possible arrest and disciplinary sanctions up to suspension and possible expulsion and - for employees; possible arrest, disciplinary action up to and including termination of employment. • Formal notification of both employees and students with policies concerning Alcohol and other Drug violations (AOD). • Education of employees and students of policies and violations of AOD. • The collaboration of many departments on campus to educate and support employees and students about AOD. Cross collaboration between faculty, staff, and student groups and departments for educational purposes. • University intervention programs to help those suffering from abuse or

	<p>addiction – this includes counseling and amnesty programs and policies created to help those seeking help.</p> <ul style="list-style-type: none"> University social opportunities created to provide a drug and alcohol free college experience.
Why University is conducting a Biennial Review	The University monitors the effectiveness of this programming. This report is the result of a biennial review of Missouri Southern State University alcohol and drug prevention programming, in compliance with Federal Drug Free Schools and Campuses Regulations (34 C.F.R. Part 86).

AOD Comprehensive Program Goals and Objectives for Biennium Period Being Reviewed

<p>In the prior Biennial Review report, those conducting the review should have offered some recommendations, goals and or objectives for the current period being reviewed. These should be listed within the report.</p>	<p>Goal 1 – Survey the Student Population Goal 2 – Develop and Promote Alternative Activities Goal 3 – Continue Growth of Online CHECKUP Assessments Goal 4 – Enhance Implementation of Motivational Interviewing and BASICS Goal 5 – Provide Prevention Related Professional Development to University Personnel Goal 6 – Sustain a Partners in Prevention Coalition and Biennial Review Task Force Goal 7 – Enhance Safety Features on Northeast Quadrant of Campus Goal 8- Educate Students about Campus Prevention Efforts Goal 9- Improve Campus Awareness of Title IX and Sexual Violence Policies Goal 10- Institute the Missouri Assessment of College Health Behaviors Athletes Goal 11- Continued Development of the Green Dot Program</p>
<p>These recommendations, goals and or objectives should be reviewed as part of the biennial review process.</p>	

Biennial Review Process

<p>Time frame that the Biennial Review is covering (this will be covering the second half of the biennial review cycle of 2017-2018 (2018-2019). In order to be fully compliant, this report should be coupled with your 2017-2018 report which you did last year.</p>	<p>Biennial Review Process</p> <p>In support of the safety and health of its students and employees, and pursuant to its obligation to conduct a biennial review of its drug and alcohol abuse prevention programs, Missouri Southern State University has authorized an administrative review of those programs that is completed every other year. The purpose of this review is (1) to consider whether the University is</p>
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	<p>meeting its obligations under the Federal Drug Free Schools and Campuses Regulations and (2) to summarize the programs, as well as related policies and procedures, and to recommend any appropriate enhancements to those programs, policies and procedures.</p> <p>The University formed a Task Force to conduct the 2018-2019/2019-2020 biennial review. Samantha Quackenbush, Student Affairs Office, and Heather Bullock, Advising, Counseling, and Testing Office, serve as co-chairs of that Task Force.</p>
Individuals (titles and credentials) and departments participating within the review process	<p>Samantha Quackenbush(Co-Chair) – Director of Student Conduct</p> <p>Heather Bullock (Co-Chair) – Counseling Services</p> <p>Becca Diskin – Financial Aid</p> <p>Darren Fullerton – Vice President of Student Affairs</p> <p>Craig Gullett – Student Life/Wellness</p> <p>Ken Kennedy – Campus Police</p> <p>Eli Moran – Student Life/Greek Life</p> <p>Amanda Schmelzer – Athletics</p> <p>Josh Doak– Residential Life</p> <p>Julie Stamps – Health Center</p> <p>Cindy Webb – Recreation Services</p> <p>Judy Wilmoth – Human Resources</p>
When biennial review process began and ended	<p>The University formed a Task Force to conduct the 2018-2019/2019-2020 biennial review. Samantha Quackenbush, Student Affairs Office, and Heather Bullock, Advising, Counseling, and Testing Office, serve as co-chairs of that Task Force.</p>

How data was collected and assessed	The data was collected and assessed collaboratively with members of the Biennial Review task force
Where Biennial Review Reports are kept on campus	The Biennial Review report can be found on the Consumer Information page of the Financial Aid website. The working document is housed in the Student Affairs Office.
How one may request/receive current and past Biennial Report	Copies of the report may be requested through the Student Affairs Office
How long Biennial Review reports are kept	Biennial Review reports are kept for a period of seven (7) years.

Annual Policy Notification Process - Fall 2018

Primary method utilized to distribute policy to all students	All Missouri Southern Students receive a series of emails that include the University ASR, a copy of the MSSU Student Handbook, Title IX information, bystander information, voting rights information, a copy of the University sexual assault policy, and a copy of the student's rights and options.
Description of which students get policy	Policy is distributed via email to all currently enrolled students at Missouri Southern State University
Everyone enrolled, including continuing education students	Yes. All currently enrolled students
Those students who are only enrolled in one class for academic credit	Yes. All currently enrolled students
Dates/times in which policy is distributed	Students receive the above information every Fall before the beginning of November.
Method of distribution used	Distributed via email

Notation of how students who are taking classes off-campus, abroad, and on-line get policy	All students receive the notification via email
Primary method utilized to distribute policy to all employees	This information is primarily distributed through email but is also available through the Lionet portal as well as MSSU's employee intranet.
Description of which employees get policy	University ASR, Title IX information, bystander information, voting rights information, a copy of the University sexual assault policy, and a copy of the employee's rights and options. Employee handbooks are available via MSSU's intranet.
Dates/times in which policy is distributed	Every Fall around the beginning of November
Method of distribution used	Email distribution

Notation of how employees who begin working at institution after policy is distributed get policy before next distribution	Employees who start working after the policy has been distributed sign off on the policy as part of the employee new hire paperwork.
Notation of how employees who work off-campus (off-campus sites,teaching on-line classes)	Are notified via email
Additional methods used to distribute policy (on-line availability, inclusion in written materials, etc.)	It is available in the employee handbook
Information on how requests for policy are granted	A physical copy can be obtained if asked for and/or employees are directed to the employee handbook

AOD Prevalence Rate, Incidence Rate, Needs Assessment and Trend Data (MACHB Spring 2018)

The number of drug and alcohol-related incidents and fatalities that occur on campus (incidents would include policy or law violations, and could include other alcohol-related incidents such as property damage, alcohol poisoning and other medical emergencies, etc- your school can define what incidents to share)	See Appendices for ASR information No reported drug and alcohol related fatalities.
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<p>The number of drug and alcohol-related incidents and fatalities that are reported to campus officials. MACHB Data, preferably over time to show increases/decreases in trend data. The information below will be provided to you by Partners in Prevention in summer 2017</p> <ul style="list-style-type: none"> - Consumed alcohol in past year - Consumed alcohol in past 30 days - Underage students (<21 years old) consumed alcohol in last 30 days - Binge Drank in last 2 weeks* - Used Marijuana in past year - Current Marijuana users - Used illegal drugs (except marijuana) in past year - Current illegal drug users (excluding marijuana) - Marijuana use in past 30 days - Reported some sort of public misconduct due to alcohol or other drug use in past year 	<ul style="list-style-type: none"> - Consumed alcohol in past year-69% - Consumed alcohol in past 30 days-52% - Underage students (<21 years old) consumed alcohol in last 30 days - Binge Drank in last 2 weeks*- 14% - Used Marijuana in past year-29% - Current Marijuana users - Used illegal drugs (except marijuana) in past year-3% - Current illegal drug users (excluding marijuana) - Marijuana use in past 30 days <p>Reported some sort of public misconduct due to alcohol or other drug use in past year</p>
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Appendix D: Partners in Prevention Quarterly Report #2

Key Items

Policy, Enforcement, and Compliance Inventory for the 2019-2020 academic year: list all policies, etc. Related outcomes/data for these policies will be required in report 4.

AOD Policy, Enforcement & Compliance Inventory

- Include the entire text of all and any policy related to alcohol and other drug use for your students, staff and faculty. Examples of policies may include:
- ALCOHOL AND DRUG-FREE WORKPLACE POLICY
- In keeping with the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act of 1989, the University prohibits the unlawful manufacture, distribution, dispensing, possession or use of alcohol and/or any illegal substance by employees in the workplace, on University property, or as part of any University -sponsored activity. This includes violation of the Missouri law prohibiting possession or use of alcohol by persons under 21 years of age and violation of all other state and federal laws regulating use, possession, or distribution of alcohol and other drugs. "University - sponsored activity" includes those activities that are planned, promoted, or sponsored by a University department or other University subdivision. "University property" includes University owned or leased land, facilities, vehicles, and equipment. On limited occasions the President may approve the legal serving of alcoholic beverages at a university event or activity. The University recognizes alcohol and drug abuse as a potential health, safety and security problem. Excessive alcohol consumption or use of illegal drugs impairs the user's ability to function, changes the user's behavior, and subjects the user to serious health risks, including disease, addiction, and death. An employee with an alcohol and/or drug-related problem is encouraged to seek help in dealing with such problems. Confidential information regarding different drug and alcohol counseling and rehabilitation is available through the University's Health Center, Advising, Counseling, & Testing Services (ACTS) or through the University's Employee Assistance Program.
- The University is committed to the safety and well-being of the University community and to the provision of a

drug-free workplace. Thus, it is the expectation of the University that all employees abide by the terms of this policy as a condition of employment. If an employee violates this policy, the University may subject the employee to immediate disciplinary action, up to and including termination, and report the employee to the appropriate officials for prosecution under the laws of the State and the United States of America, under which, penalties may include fines, imprisonment, or both. Any employee, as a condition of employment, is required to notify the Director of Human Resources within five days of any criminal drug conviction if the violation occurred on campus or off campus while conducting University business.

- Drug and Alcohol Abuse
 - Dry Campus Policy-MSSU is a Dry Campus with the exception of only for sanctioned alumni, fundraising, or employee appreciation events with permission of the University president, and if provided by our campus food provider or licensed off-site vendor. Typically not events where students are present. Transportation options are usually provided. Wine and beer, only. Cash bars sometimes approved for sale of liquor.
- Student Code of Conduct – particularly relating to Alcohol and Other Drugs
- Substance Abuse Policy: Pursuant to the Drug-Free Schools and Communities Act Amendments of 1989, and to provide resources and support to its students, the University has established a drug and alcohol prevention program for its students. The University's program is described below. This Policy applies to all University students.
- Substance Abuse Policy: Students are prohibited from using alcoholic beverages and illegal drugs on University owned or controlled property and at University-sponsored or supervised activities. Irresponsible alcohol or other drug usage off campus resulting in disorderly conduct on campus is also prohibited. Any student of the University found to have manufactured, dispensed, possessed or used a controlled substance in violation of the Substance Abuse Policy of this University will be subject to discipline in accordance with University policy and reported to local, state or federal law enforcement authorities for criminal prosecution. Criminal prosecution for these acts could lead to conviction and such a conviction could result in a sentence imposing a monetary fine, imprisonment in a state or federal penitentiary or both. Health Risks: Specific serious health risks are associated with the use of illicit drugs and alcohol. Some of the major risks are as follows: Alcohol and other depressants (barbiturates, sedatives, and tranquilizers): Addiction, accidents as a result of impaired ability and judgment, overdose when used with other depressants, damage to a developing fetus, heart and liver damage. Marijuana: Addiction; panic reaction; impaired short-term memory; increased risk of lung cancer and emphysema, particularly in cigarette smokers; impairment of driving ability. Cocaine: Addiction, heart attack, seizures, lung damage, severe depression, paranoia, psychosis. Similar risks are associated with other stimulants, such as speed and uppers. Hallucinogens (acid, LSD, PCP, MDMA, etc.): Loss of consciousness, suffocation, damage to brain and central nervous system, sudden death, nausea and vomiting, nosebleeds, impaired judgment. Resources: Varieties of resources exist for drug or alcohol counseling, treatment or rehabilitation programs. For more detailed information concerning these resources and others available from the University and/or community agencies, students may contact the Advising, Counseling & Testing Service (ACTS), 417.625.9324 or the Student Affairs Office (417.625.9392). Such referrals will respect individual confidentiality. A main objective of the University's Drug and Alcohol Prevention Program is to encourage healthy attitudes and behaviors on the part of all students and responsible decisions about alcohol/drug use. A final objective is to provide students with the necessary skills to help them carry out the decisions they have made in regard to their use or nonuse of alcohol/drugs, and how to effectively handle certain "high pressure" situations. To meet the above objectives, information and assistance is provided to students in several ways. First, alcohol and drug films are shown and programs conducted in all orientation classes,

which are required for all new students. Additional alcohol and drug information is presented in other academic classes, including Kinesiology and Lifetime Wellness. Pamphlets about alcohol and drug use are distributed each semester in residence hall rooms and in the Student Center. Special alcohol and drug training is provided annually for residence hall staff and orientation leaders. The athletic department provides additional programming for varsity athletes. Special alcohol and drug programs are presented throughout the year. Active drug testing is done. A committee of counselors, teachers and clergy are available to assist varsity athletes. The Student Services Office, Campus Activities Board and Health Center provide alcohol and drug information throughout the year for all students.

- Alcoholic Beverages - Payment from University Accounts
 - Only for sanctioned alumni, fundraising, or employee appreciation events with permission of the University president, and if provided by our campus food provider or licensed off-site vendor. Typically not events where students are present. Transportation options are usually provided. Wine and beer, only. Cash bars sometimes approved for sale of liquor.
- Alcoholic Beverages - Sale, Serving and Consumption
 - Not applicable, with the exception of the aforementioned.
- Tailgating
 - Starting with the 2019 football season students who are caught underage drinking are given an administrative fine.
- Alcoholic Beverages-University Housing
 - The University seeks to maintain a safe and healthful environment free from alcohol, illegal drugs, and tobacco in all University residence halls. This Policy applies to all individuals present (residents and nonresidents) in the University's residence halls.
 - Policy: The following conduct is strictly prohibited in all University residence halls and will not be tolerated:
 - 1. The possession and/or distribution of illegal drugs (prescription and non-prescription) or alcohol (note: alcohol containers for displays in rooms are also prohibited.)
 - 2. The consumption and/or use of illegal drugs, alcohol, or tobacco (see University Smoking and Tobacco Use Policy for additional information regarding smoking and tobacco use) .
 - 3. Disruptive, threatening, and/or dangerous behavior resulting from the influence of drugs and/or alcohol. All residents should remember that they are responsible for the conduct of guests. Disciplinary action will be taken for violation of the above conditions.
- Violation of these conditions may result in dismissal from the residence halls and the University. Alcohol Violation - in possession or in the presence of alcohol and/or having alcohol containers on campus* 1st Offense - \$50 fine 2nd Offense - \$50 fine and attendance in BASICS-A consultation w/ACTS** 3rd Offense - \$100 fine and residence hall probation 4th Offense - Suspension from the residence halls and possible removal from classes
 - *Alcohol offenses the last week of classes and the week of finals will result in automatic fines. No program will be available. **Failure to attend consultation with ACTS will result in the fine amount doubling and an added violation of failure to comply with University rules.
- Substance Abuse Policy – University Housing
 - The following conduct is strictly prohibited in all University residence halls and will not be tolerated:

- 1. The possession and/or distribution of illegal drugs (prescription and non-prescription) or alcohol (note: alcohol containers for displays in rooms are also prohibited.)
 - 2. The consumption and/or use of illegal drugs, alcohol, or tobacco (see University Smoking and Tobacco Use Policy for additional information regarding smoking and tobacco use) .
 - 3. Disruptive, threatening, and/or dangerous behavior resulting from the influence of drugs and/or alcohol. All residents should remember that they are responsible for the conduct of guests. Disciplinary action will be taken for violation of the above conditions. Violation of these conditions may result in dismissal from the residence halls and the University.
- Drugs and/or Drug Paraphernalia – in possession or in the presence of drugs and/or drug paraphernalia 1st Offense - \$200 fine, attendance in BASICS-D consultation w/ACTS and residence hall probation*** (minimum) 2nd Offense - Suspension from the residence halls and possible removal from classes
- **Failure to attend consultation with ACTS will result in the fine amount doubling and an added violation of failure to comply with University rules. ***Failure to attend BASICS-D consultation with ACTS will result in the fine amount doubling and potential suspension from the residence halls.
- Guidelines for Fraternity and Sorority Use of Alcohol
 - Same as all campus however, this policy is currently under review.
- Smoke Free/Tobacco Free Campus
- From the Employee Handbook
 - In keeping with the mission and values of Missouri Southern State University and out of respect to students, employees, visitors, and the environment it is the policy of Missouri Southern State University to prohibit smoking, the use of smokeless tobacco product and nicotine delivery devices in facilities, grounds, property, and vehicles owned, leased, or controlled by the university effective Fall, 2016. Products subject to this policy include, but are not limited to: cigarettes (traditional or electronic), cigars, pipes, hookah, smokeless tobacco (chewing tobacco or snuff), other tobacco administering products, and other products containing nicotine (excluding Nicotine Replacement Therapy). It is the responsibility of all administration, faculty, staff and students to abide by the university's tobacco policy. Employees and students are encouraged to communicate this policy with courtesy, respect, and diplomacy, especially with regards to visitors. Any individual willfully ignoring this policy is subject to discipline by and under University policies. Offenders are subject to discipline appropriate to their status, e.g. students are subject to the student discipline Revised 07/2018 MSSU Employee Handbook 23 process as outlined in the student handbook and faculty/staff are subject to discipline from their appropriate supervisor and held to established administrative policies regarding conduct. Guests or visitors that repeatedly violate the policy may be asked to leave campus. Those with questions, concerns, or complaints related to this policy may contact the Dean of Students.
 - Amnesty/Responsible Action Protocol Policies
 - The health, safety, and welfare of the MSSU community is a primary concern of University officials, even if students are in violation of University alcohol/drug policies. Students should not hesitate to seek medical attention for themselves or others when the health and/or safety of someone is at risk. Students can do this without fear of facing disciplinary action from the University. Student violators may, however, be required to participate in a University alcohol and drug education program. This Medical Amnesty is implemented at the discretion of the Director of Student Conduct and applies only to emergencies.
 - Athletic Department Alcohol and Other Drug Use Policy
 - The Missouri Southern State University Department of Athletics is firmly committed to the physical and mental health and well being of its student-athletes. The University holds a strong belief that the use of drugs and alcohol has a negative effect on the academic and athletic performance of its student-athletes. This testing and education policy is designed to be in accompaniment to, and not supersede NCAA drug testing and their findings. All substances banned by the NCAA are also banned by Missouri Southern State University. This policy is intended to set a minimum standard by which sanctions are to be enforced. Additional team policies, or past rule infractions may increase the severity of incurred penalties.
 - General Principles

- 1. As a requirement for any student to be a member of a Missouri Southern State University sponsored intercollegiate athletics team, he/she must agree to participate in the Athletic Departments drug testing program. Such monitoring is considered an extension of the ongoing physical examination of our athletes and is in the best interests of a comprehensive drug testing program. 2. Multiple testing may be done with each student-athlete. 3. All positive test results are considered cumulative (annually carried over) for the career of the Missouri Southern State University student-athlete. 4. Any student-athlete cited for selling or delivering any drug shall be immediately referred to the Code of Conduct Infractions Committee. 5. Any drug not specifically listed on the penalty chart is subject to classification by the team physician and/or his designate for inclusion on the chart. 6. Missouri Southern State University will not be liable for any expense incurred from drug/alcohol counseling and treatment as this is not considered an athletic related injury or illness. 7. Any athlete who does not report for scheduled drug testing or counseling will be subject to suspension or dismissal. It is possible that a formal drug rehabilitation program (in-patient) will be recommended for the student-athlete. 8. The Athletic Department will make every effort to keep the test results confidential and will oppose disclosure thereof to any unauthorized persons within or outside the university.
- 9. The Athletic Department's drug and alcohol program and its sanctions serve as a MINIMUM penalty for violations. Team policies and past discipline issues may provide more severe penalties.
- Purpose of Drug Testing Although education is the main emphasis of this program, the University feels that it is important to hold the student-athletes accountable to the drug policy. The Drug testing is to be used as a deterrent to drug and alcohol use. It is also to be used to identify those who are addicted to substances so they may be referred for treatment. Finally it is used to protect the integrity of Missouri Southern State University.
- Entertaining Prospects Student-athletes may be chosen to host prospective student-athletes during the recruiting process. Host student-athletes are strictly prohibited from, whether on an official or unofficial visit, encouraging, arranging, providing, or placing a prospect in an environment for drug or alcohol use regardless of age.
- Eligibility Drug testing and education encompasses any one on current official NCAA squad lists, including all red shirts, those who are academically or medically ineligible, those who are receiving fifth year athletic financial aid, student managers, student athletic training assistants, student coaches, and student helpers (who will all be referred to as student-athletes in the body of this document).
- Compliance Student-athlete compliance, in full, with this program is mandatory in order to participate in Intercollegiate Athletics for Missouri Southern State University. Student-athletes will sign the Drug Testing Consent form as part of the yearly pre-participation orientation. The student-athlete will submit to any and all tests ordered by the Missouri Southern State University Department of Athletics. Failure to produce a sample for testing will result in being considered positive and incur the same penalty as a positive drug test.
- Safe Harbor A student-athlete may come forward (in confidence) prior to being notified of any type of test to an administrator, head coach or Athletic Trainer admitting to the abuse of banned substances, or street drugs without such admittance being considered a positive test. A baseline test will be performed immediately. The student-athlete will be required to submit to, and complete drug/alcohol counseling. The student-athlete will then be required to follow the drug testing protocol and is subject to team and/or individual random unannounced drug tests. In the event that the level of drug concentration in the urine does not decrease in subsequent tests, the student-athlete will be considered positive and face the consequences of a positive test. If the drug concentration decreases in subsequent testing and counseling continues it will not be considered a positive test because the

- student-athlete came forward asking for help. A student-athlete may only use safe harbor once. A student-athlete is not eligible for safe harbor after they have been informed of an impending test or after they have a prior positive drug test notification.
- Selection All Missouri Southern State University student-athletes listed on current NCAA squad lists are eligible for drug testing. Random numbers will be selected from a numbered (not players game or practice numbers) roster. The student-athletes whose names correspond to these selected numbers will be tested.
- Reasonable Suspicion Testing In addition to random drug testing, the Missouri Southern State University Department of Athletics reserves the right to screen a student-athlete anytime there is reasonable suspicion that he/she may have engaged in the use of banned substances. The term reasonable suspicion means that information has been received by a member of the coaching staff, Sports Medicine Staff, and/or athletics administration, in good faith, from reliable source, or sources, regarding student-athletes use of banned substances. Furthermore, a student-athletes possession of, or use of a prohibited substance, arrest or conviction related to the possession of, or use of or trafficking of banned substances, all rise to the level of reasonable suspicion.
- Method of Testing Student-athletes will be informed about the drug testing program. A copy of this program will be available to the student-athlete as part of the Student-athlete Hand Book, and is available on the MSSU Athletics website. Athletes are required to sign a drug testing informed consent form annually. Tests will be primarily conducted for, but not limited to, drugs of abuse, such as, amphetamines, cannabinoids, cocaine, and other controlled substances. All other substances on the NCAA Banned Substance List may also be included in testing. Testing will be conducted on urine samples provided to the selected lab by the individual student-athlete. Athletes must provide proper required identification and given samples will follow a strict chain of command as dictated by the athletic department and selected lab. Student-athletes may be inconvenienced during practices, meetings, strength and conditioning sessions, etc. The student-athlete may even be tested in off hour times such as early morning, meal times, and/or late evenings. Team collection will be coordinated by the Head Athletic Trainer. The urine will be collected by a staff Certified Athletic Trainer, administrator, or lab professional and the sample will be numbered. The Head Athletic Trainer will match the individual student-athlete with a master list, so that the signature of the student-athlete will correspond with the number on the matching sample. The samples may be pre-screened before they are sent to the lab. The samples will be transported to the selected clinical laboratory where the director of the lab will oversee the testing
- of the samples. The master list of student-athlete signatures and their matching sample numbers will be given to the Athletic Director or his administrative designate for the purpose of identifying positive and negative tests results. Individual collection will be directed by the Head Athletic Trainer. Identified student-athletes will be notified and transported to the selected lab by a member of the Athletic Department. The individual student-athlete will then submit to all policies and procedures of the lab pertaining to the conductance of the drug test. The test results will be delivered to the Athletic Director or his administrative designate. All students refusing to provide a urine sample will be considered to be positive and sanction will be assigned as outlined.
- Positive Drug Tests The Head Coach, Head Athletic Trainer, Sports Supervisor, Athletic Director and Parents or Guardians will all be notified of all positive drug tests or alcohol related infractions. The test results will be delivered by the director of the lab to the Athletic Director or his administrative designate. The Athletic Director will inform the student-athlete of the presence of a substance in his/her urine sample. The Head Athletic Trainer will be present and a witness to procedure. The Head Athletic Trainer will advise the student-athlete of the nature of the substance, negative health effects of the use of the

substance and their right to an appeal hearing. Samples may be collected at any time after a positive test infraction to determine whether the student-athlete is continuing to use banned substances. The banned substances are divided into three categories. Each category will be assigned different levels of sanctions.

- Group I:
- Alcohol Infractions
- Group II: Marijuana, Hashish (THC), and related compounds Banned substances found in dietary supplements and over the counter medications- Androstenediol, Androstendione, Ephedrine, Synephrine, Caffeine, Pseudoephedrine and other related compounds. Diuretics and Urine Manipulators- Bumetanide, Probenicid, Finasteride(Propecia), Lasix and related compounds
- Group III: Anabolic agents, Peptide Hormones, Anti Estrogens- Anabolic Steroids, Human Growth Hormone, Clomiphene and other related compounds Stimulants- Cocaine, Methamphetamine, Amphetamines, Ritalin, and related compounds Depressants- Methaqualone, Barbituates, Diazepam, and related compounds Hallucinogens- LSD, PCP, Mescaline and related compounds Non Prescribed Narcotic Medications- Codeine, Morphine, OxyCotin, Percocet, Darvon, Darvocet, Lorcet, Vicodin and related compounds Other street drugs- Heroin, Ecstasy, GHB, Ketamine and other related compounds
- Alcohol infraction Sanctions
- Alcohol infractions that would lead to sanctions include but are not limited to: Sanctions for Alcohol Infractions (Drug Group I):
- • Mandatory counseling and testing Sanctions for Drug Group II: First Positive Test Result (minimum sanctions): • The Athlete, Athletic Director, Sport Supervisor, Head Coach, and Parents or Guardians will be notified of the test result. • The student-athlete will be required to complete drug counseling. • The student-athlete will be suspended from competition for one contest immediately following the positive result. • The student-athlete will be required to submit to mandatory Drug testing. • Additional team sanctions may apply. Second Positive Test Result (minimum sanctions): • The student-athlete will be suspended from all sports related activity for a minimum of six months except for attendance at strength and conditioning sessions and non-athletically related activities such as compliance meetings, academic sessions and study halls. • The student-athlete will be evaluated by a drug counselor and complete all treatments recommended. • The student-athlete will be required to submit to mandatory Drug testing. • Reinstatement will be considered after the above conditions are met in addition to a negative drug test result. • The student-athlete may immediately incur a reduction or elimination of athletic grant-in-aid. • Additional team sanctions may apply.
- Third Positive Test Result (minimum sanctions):
- • The student-athlete will be suspended from all sports related and athletic department activity for a minimum of one calendar year. • The student-athlete will have all athletic grant-in-aid cancelled immediately for a minimum of a calendar year. • The student-athlete will complete a drug rehabilitation program. • The student-athlete will submit to required drug testing during the duration of their suspension to be considered for reinstatement. • A student-athlete will be eligible for reinstatement if all of the above requirements are met and ALL of the urine samples collected and tested during the suspension are negative for drugs. Permanent expulsion from participation in Missouri Southern Athletics will result if all conditions are not completely met. Sanctions for Drug Group III: First Positive Test Result (minimum sanctions): • The student-athlete will be suspended from all sports related activity for a minimum of six months except for attendance at strength and conditioning sessions and non-athletically related activities such as compliance meetings, academic sessions and study halls. • The student-athlete will be evaluated by a drug counselor and complete any and all treatments recommended. • The student-athlete will

be required to submit to mandatory Drug testing. • Reinstatement will be considered after the above conditions are met in addition to a negative drug test result. • The student-athlete may immediately incur a reduction or elimination of athletic grant-in-aid. • Additional team sanctions may apply. Second Positive Test Result (minimum sanctions): • The student-athlete will be suspended from all sports related and athletic department activity for a minimum of one calendar year. • The student-athlete will have all athletic grant-in-aid cancelled immediately for a minimum of calendar year. • The student-athlete will complete a drug rehabilitation program. • The student-athlete will submit to required drug testing during the duration of their suspension to be considered for reinstatement. • A student-athlete will be eligible for reinstatement if all of the above requirements are met and ALL of the urine samples collected and tested during the suspension are negative for drugs. Permanent expulsion from participation in Missouri Southern Athletics will result if all conditions are not completely met. Appeal Hearing 1. All student-athletes who incur sanctions under the terms of this program will be entitled to an appeal hearing before the Drug Education and Testing Council. 2. Appeals will only apply to sanctions under the terms of this program and will not apply to individual team sanctions. 3. Members of the Drug Education and Testing Council shall include the Director of Athletics, Head Athletic Trainer, Team Physician, Director of Compliance, NCAA Faculty Athletic Representative (FAR), and the drug and alcohol counselor who conducts the evaluation on the student-athlete. The Council will meet at the convenience of all members' schedules. 4. The request for an appeal must be made in writing by the end of the second business day after the student-athlete is notified of their results. 5. The Director of Athletics will notify the athlete of the Council's decision in writing. 6. The results of the hearing are final and binding.

- Athletic Department Alcohol and Other Drug Testing Policy
 - Is compliant with NCAA testing requirements
- Drugs - All Sports.
- a. A student-athlete who, as a result of a drug test administered by the NCAA, tests positive for use of a substance in a banned drug class, as set forth in Bylaw 31.2.3.1, shall be declared ineligible for further participation in postseason and regularseason competition in accordance with the ineligibility provisions of Bylaw 18.4.1.4.
- b. A student-athlete who, as a result of a drug test administered by the NCAA, tests positive for use of a substance in a banned drug class other than "illicit drugs" (in accordance with the testing methods authorized by the NCAA Board of Governors), shall be charged with the loss of one season of competition in all sports, in addition to the use of a season, pursuant to Bylaw 14.2.4.1, if he or she has participated in intercollegiate competition during the same academic year. The student-athlete shall remain ineligible for all regular-season and postseason competition during the time period ending one calendar year (i.e., 365 days) after the collection of the student-athlete's positive drug test specimen and until he or she tests negative (in accordance with the testing methods authorized by the Board of Governors). [Bylaw 18.4.1.4.1]
- c. A student-athlete who, as a result of a drug test administered by the NCAA, tests positive for use of a substance in the banned drug class "illicit drugs" (in accordance with the testing methods authorized by the Board of Governors) shall be ineligible for competition during 50 percent of a season of competition in all sports (i.e., 50 percent of all contests or dates of competition in the season following the positive test). The student-athlete shall remain ineligible until the prescribed penalty is fulfilled and he or she tests negative (in accordance with the testing methods authorized by the Board of Governors). [Bylaw 18.4.1.4.2]
- d. A policy adopted by the Board of Governors establishes that the penalty for missing a scheduled drug test is the same as the penalty for testing positive for the use of a banned

drug other than an "illicit drug." You will remain ineligible until you retest negative.

[Bylaws 18.4.1.4.3 and 18.4.1.4.3.1]

- NCAA Division II Summary of Regulations
- 11. Non-NCAA Athletics Organization Positive Drug Test - All Sports.
- a. If you test positive by a sport's governing body that has adopted the World AntiDoping Agency code, you must notify your director of athletics regarding the positive drug test. You also must permit the NCAA to test you for the banned drugs listed in Bylaw 31.2.3.1.
- b. If the result of the NCAA drug test is positive, you will lose all remaining eligibility during the season in which you tested positive and an additional season of competition.
- c. The director of athletics must notify the NCAA chief medical officer in writing regarding a student-athlete's disclosure of a previous positive drug test administered by any other athletics organization.
- d. If the student-athlete transfers to a non-NCAA institution while ineligible and competes in intercollegiate competition during the prescribed period of ineligibility at a non-NCAA institution, the student-athlete will be ineligible for all NCAA regular-season and postseason competition until the student-athlete does not compete in collegiate competition for the entirety of the prescribed penalty.
- Furthermore, the student-athlete must retest negative (in accordance with the testing methods authorized by the Board of Governors). [Bylaw 18.4.1.4.4]
- e. The list is subject to change and the institution and student-athlete shall be held accountable for all banned drug classes on the current list. The list is located on the NCAA website (www.ncaa.org) or may be obtained from the NCAA Sport Science Institute staff.
- Employee Assistance Program Referral Policy- From the Employee Handbook
 - The Employee Assistance Program (EAP) is a system which confidentially assists employees in solving problems which may adversely affect job performance. The variety of problems for which assistance is offered includes alcohol and drug abuse, financial, marital, family, legal, stress, depression and emotional problems. A variety of other services are provided by visiting their online website (listed below) at no cost to the employee. Those eligible to participate in the services provided by the EAP are all full and part-time benefit eligible employees and their dependents, as well as any visitors or permanent residents residing or staying in the covered employee's home. Eligible participants can access the EAP directly and make applicable arrangements to obtain services of a qualified provider in the employee's geographic area. The program is voluntary and confidential, however, in specific instances the program may be used as a requirement of continued employment. There is no charge to eligible employees or their dependents for the initial assessment and the first six (6) visits with a professional counselor on the topic of concern. The free visits are based on the topic of concern and are not limited to six visits per year. The cost for any needed additional services may be eligible for coverage under the employee's individual health coverage, depending on the type of issue. To contact the EAP, call Cigna EAP 24 hours a day, 7 days a week at 1800-926-2273. The online website may be accessed by visiting: <https://apps.cignabehavioral.com>.
- Financial Aid Drug Convictions Policy
 - Follow FAFSA guidelines to determine eligibility for aid, and have student complete Department of Education worksheet to help determine eligibility.
- Sexual Assault and other Violence related policies that relate to alcohol/other drug use
 - <file:///C:/Users/bullock-h/AppData/Local/Microsoft/Windows/INetCache/Content.Outlook/BXXZK34R/MSSU%20Sexual%20Misconduct%20Policy%20%20Complaint%20Resolution%20Procedures.pdf>

- Alcohol/Drug Use in the Classroom Policies
 - MSSU is a dry campus and this is not permitted
- Alcohol Poisoning/Treatment
 - Safe Harbor: The University has a Safe Harbor rule for students. Missouri Southern State University believes that students who have a drug and/or addiction problem deserve help. If any Missouri Southern State University student brings their own use, addiction, or dependency to the attention of Missouri Southern State University officials outside the threat of drug tests or conduct sanctions and seeks assistance, a conduct complaint will not be pursued. A written action plan may be used to track cooperation with the Safe Harbor program by the student. Failure to follow the action plan will nullify the Safe Harbor protection and campus conduct processes will be initiated.
- General oversight of each policy, particularly if not noted within the text of the policy
 - Description of who oversees administration of policy
 - Policies from Employee Handbook- Human Resources
 - Policies from Student Handbook- Director of Student Conduct and Assoc. VPSA/Dean of Students/Title IX Coordinator
 - Policies from Student Housing- Director of Residence Life, Residence Directors, and Residence Assistance
 - Description of who oversees monitoring of policy
 - Policies from Employee Handbook- Human Resources
 - Policies from Student Handbook- Assoc. VPSA/Dean of Students/Title IX Coordinator, Director of Student Conduct
 - Policies from Student Housing- Director of Student Conduct, Director of Residence Life, Residence Directors, and Residence Assistance
 - Description of who oversees discipline/sanctioning/adjudication of policy
 - Violation of Policies from Employee Handbook- Director of Human Resources
 - Violation of Policies from Student Handbook- Director of Student Conduct and Assoc. VPSA/Dean of Students/Title IX Coordinator
 - Violation of Policies from Student Housing- Director of Student Conduct, Director of Residence Life, Residence Directors, and Residence Assistants
- Methods used for general enforcement
 - Description of law enforcement/security forces and authority/jurisdiction
 - MSSU has a staffed police department that answers call for service, compiles reports for incidents and accidents, enforces all traffic and parking regulations on campus, provides security for sporting events, concerts, etc. on campus, checking security of buildings, monitoring activities in the dorms, provides courtesy services for students, fire safety and hazardous materials, provide timely warnings, student training, as well as provide safety information to students.
 - Description of relationships with off-campus law enforcement/security forces and jurisdiction
 - As of January 4, 2017 MSSU, has contracted with the Joplin Police Department (JPD) to provide dispatching services for the University Police Department
 - Description of others who may provide monitoring of alcohol and other drug policies
 - Resident Assistants
 - Resident Directors
 - University Police Department

Appendix E: Partners in Prevention Quarterly Report #3

Key Items:

- AOD Comprehensive Program /Intervention Inventory- related process and outcomes data will be required in Report 4
- Annual Notification: Spring 2020 (if needed)- refer to Report 1 for more information

AOD Comprehensive Program /Intervention Inventory	
Various ways of listing out programs and interventions	
Alphabetically by Division, Department/ Offices overseeing/administering programs/ interventions	<ul style="list-style-type: none">○ Counseling Services-Division of Student Affairs○ Willcoxon Health Center-Division of Student Affairs
Program/Intervention Description	
Description/Explanation of what each alcohol and other drug program/intervention offered is (suggested content could include, what program/intervention is, who offers it, when it is offered, target audiences, whether it is a universal, selected or indicated level of prevention, NIAAA tier of evidence that it is believed to fall under)	<ul style="list-style-type: none">○ Currently when a dorm student or student athlete violates the alcohol and drug policy in either the dorms or in athletics they are required to make an appointment with Counseling Services to attend two BASICS consultations, where motivational interviewing techniques are applied. For a dorm student it is with their second alcohol violation and their first marijuana violation that requires them to attend the BASICS consultation. For a student athlete it is their first violation of their policy that requires them to attend the BASICS consultation. For other students they might receive services if they self-report to Willcoxon Health Center or are in counseling with Counseling Services. For any student referrals to the community will be made as deemed necessary.

<p>Individual Based Programs/Interventions that you may be offering on campus which may be considered:</p> <ul style="list-style-type: none"> - Brief Assessment and Screening for College Students (BASICS) - Motivational Interviewing - Alcohol Screening Days - Electronic Check-Up to Go (E-CHUG) - Electronic THC Online Knowledge Experience (E-TOKE) - Individual Assessment programs through Health Services - Individual Assessment programs through counseling - Individual based counseling and intervention programs - Employee Assistance Program - referrals - Referral programs to off-campus treatment providers for students - Individual interventions for staff and faculty - Educational programs usually reserved for policy violators that individuals can voluntarily participate in 	<ul style="list-style-type: none"> • Brief Assessment and Screening for College Students (BASICS) • Motivational Interviewing • Electronic Check-Up to Go (E-CHUG) • Electronic THC Online Knowledge Experience (E-TOKE) • Individual Assessment programs through Health Services • Individual Assessment programs through counseling • Individual based counseling and intervention programs • Employee Assistance Program - referrals • Referral programs to off-campus treatment providers for students • Individual interventions for staff and faculty • Educational programs usually reserved for policy violators that individuals can voluntarily participate in
<p>Group Based Programs/Interventions that you may be offering on campus which may be considered:</p> <ul style="list-style-type: none"> - CHOICES Program - Small Group Social Norms Interventions - E-Calc Alcohol Expectancies Program - Peer Education/Theater Programs - Alcohol and other Drug Programs delivered during Orientation programming - Social Marketing Campaigns - Social Norms Marketing Campaigns - Group based programs delivered through housing, Greek life, athletics - Workshops, seminars, etc. delivered - AA or Recovery based groups - Curriculum Infusion Programs - Life Skills Programs - Group based programs for staff and faculty - Educational programs usually reserved for policy violators that individuals can voluntarily participate in 	<ul style="list-style-type: none"> • Alcohol and other Drug Programs delivered during Orientation class <ul style="list-style-type: none"> • All students enrolled in UE 100 are required to complete the E-CHUG and E-TOKE • Social Marketing Campaigns • Social Norms Marketing Campaigns • Group based programs delivered through housing, Greek life, athletics • Workshops, seminars, etc. delivered • Educational programs usually reserved for policy violators that individuals can voluntarily participate in
<p>Universal or Entire Population Based Programs Programs/Interventions that you may be offering on campus which may be considered:</p> <ul style="list-style-type: none"> - On-Line Alcohol Education Programs as AlcoholEdu, MyStudent Body - Social Marketing Campaigns - Social Norms Marketing Campaigns - Awareness campaigns - Social media campaigns - Designated Drive/Safe Ride Programs - Universal programs geared for all staff and faculty 	<ul style="list-style-type: none"> • Electronic Check-Up to Go (E-CHUG) • Electronic THC Online Knowledge Experience (E-TOKE) • Social Marketing Campaigns • Social Norms Marketing Campaigns • Awareness campaigns • Social media campaigns • Designated Drive/Safe Ride Programs-CHEERS

Environmental/Socio-Ecological Based Programs	<ul style="list-style-type: none"> - Alcohol and other Drug Task Force, Campus Coalition or Campus/Community Coalition - Alcohol-Free Social Options - Social Norms Campaign - Alcohol-free Residence Facilities/Wellness Programming Facilities - Alcohol Minimization at Tailgating and other Campus/Community Celebratory Events <ul style="list-style-type: none"> • August of 2018 implemented an administrative fine for underage drinking while attending University sponsored athletic events, specifically at football games - Responsible Beverage Service/Server Education Programs-CHEERS - Enforcing Underage Drinking Law Programs-Currently done by Joplin Police Department. <ul style="list-style-type: none"> • Compliance Checks • Controlled party dispersal operations • DUI enforcement • ID Checks at on and off- campus bars and establishments
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Appendix F: Partners in Prevention Quarterly Report #4

Key Items:

- AOD Comprehensive Program Intervention Related Process and Outcomes Data: please list the outcome data from programs and interventions listed in Report 3
- AOD Policy, Enforcement, and Compliance Related Outcomes: please list the related outcomes of those policies listed in Report 2
- SWOT/C Analysis
- Review of Goals from First Report
- Recommendations
- Cover Sheet and Table of Contents (PIP can assist)

AOD Comprehensive Program /Intervention Related Process and Outcomes/Data: please list the outcome data from any of the programs and interventions listed in Report 3

Program/Intervention Description	<ul style="list-style-type: none"> o Electronic Check-Up to Go (E-CHUG)
Process Summary Metrics	
Number of times offered	<ul style="list-style-type: none"> ▪ It is available year-round and is an assignment in the UE 100 class, which is a requirement for all incoming freshmen students, and transfer students with less than 30 transferable hours

Number of students/staff/faculty served	<ul style="list-style-type: none"> ▪ 825 students served, not available for staff/faculty use
Utilization numbers	<ul style="list-style-type: none"> ▪ 825 students completed the assessment
Demographics of students/staff/faculty served	<ul style="list-style-type: none"> ▪ Male- 40% Female 59% ▪ Student athletes-17% ▪ Member of fraternity or sorority-3% ▪ Live on campus-40% ▪ Freshman- 87% ▪ Sophomore-7% ▪ Junior-3% ▪ Senior-1% ▪ This is not available for faculty and staff

Learning outcomes assessed	Student's perspective on relationship with alcohol/drug, their personal values, goals, stressors, concerns
Changes in knowledge gained from program/intervention	Learn the reality vs. perception of alcohol/drug usage among college students, learn protective factors, learn drinking/drug usage risks, as well as address concerns the student has about their drinking
Changes in attitudes gained from program/intervention	Increased awareness about being irresponsible when drinking/drug usage
Changes in beliefs gained from program/intervention	Knowledge on how alcohol/drugs can alter the student's belief system
Changes in behaviors gained from program/intervention	Knowledge on how to be safe when drinking/drug usage if the student chooses, for example having a designated driver
Changes in environment/trend data that can be directly attributed to program/intervention	Evaluation of peer group as well as how behavior might affect the student's degree plan

AOD Policy, Enforcement, and Compliance Related Outcomes: please list the related outcomes of those policies listed in Report 2

Number of violations observed/reported for each judicial/discipline related policy	Resident Halls/Conduct-62 Athletics-1 Faculty/Staff-not made available
Type and number of sanctions administered for violations of each policy	<ul style="list-style-type: none"> ○ Residence Halls/ Conduct <ul style="list-style-type: none"> ▪ Alcohol: 19 ▪ Drug Related:9 ▪ Smoking:1 ▪ Other: 33 ○ Athletics <ul style="list-style-type: none"> ▪ Alcohol-1 ▪ Drug Related- 0 Faculty/Staff-not made available
Number of requests for permission/authorization (request for alcohol sales/serving – faculty wine tasting parties, number of requests for fraternity/sorority alcohol functions)	15

AOD SWOT/C Analysis

Overall discussion of institutional, divisional, departmental/office and program level weaknesses related to policies	Not 100% dry campus as approval can be gained via President's office for alcohol at events-unclear as to how this is determined
Overall discussion of institutional, divisional, departmental/office and program level opportunities related to policies	<ul style="list-style-type: none"> ○ Clarity on process for approval for alcohol at events. ○ As of Fall 2018 students fined for underage drinking at football games
Overall discussion of institutional, divisional, departmental/office and program level threats/ challenges related to policies	<ul style="list-style-type: none"> ○ Culture of tailgating before games
Overall discussion of institutional, divisional, departmental/office and program level strengths related to programs/interventions	<ul style="list-style-type: none"> ○ E-Checkups –We do a great job of getting high numbers of participants for these assessments. The collaboration with University Experience has been very effective in this regard. ○ Ask, Listen, Refer – Same thing here. UE collaboration has been critically helpful. ○ MSSU PIP coalition is invested in process and helping to effect change
Overall discussion of institutional, divisional, departmental/office and program level weaknesses related to programs/interventions	<ul style="list-style-type: none"> ○ PIP Coalition needs to increase visibility on campus. ○ Need to develop more campus buy-in for prevention programs and efforts.
Overall discussion of institutional, divisional, departmental/office and program level opportunities related to programs/interventions	<ul style="list-style-type: none"> ○ We could do a better job of working PIP data into other areas on campus. Southern Welcome (a freshman orientation program) seems like an obvious opportunity to get information in front of students. Our Chief of Campus Police provides a safety presentation at each session so this could be an opportunity to share more data. ○ Collaborative efforts with Athletics, Greek Life, Residence Life, Student Life – We could do a better job of having PIP coalition representatives from these areas craft specific goals, which they can “own” and be responsible for championing in their respective areas.
Overall discussion of institutional, divisional, departmental/office and program level threats/ challenges related to programs/interventions	<ul style="list-style-type: none"> ○ As University Experience curriculum continues to evolve there is always the risk that items get cut. It is important that we are advocating for the ALR, E-Chug, and E-Toke assessments to remain in this course. Data needs to be shared with the Director of the First Year Experience. ○ Resources – While financial resources are challenging, it is not as big of a challenge as staffing resources. MSSU has no prevention office and instead PIP is comprised by individuals who devote a fraction of their job to prevention efforts. The team seems to be motivated to do good work, but there are also only so many hours in the day and everyone is busy.

AOD Comprehensive Program Goals and Objectives for Biennium Period Being Reviewed

<p>In the prior Biennial Review report, those conducting the review should have offered some recommendations, goals and or objectives for the current period being reviewed. These should be listed within the report.</p>	<ul style="list-style-type: none"> • Work to complete the quarterly reports in a timely fashion and share with the individual who is responsible for conducting the Biennial review. • Goal 1 – Survey the Student Population • Goal 2 – Develop and Promote Alternative Activities • Goal 3 – Continue Growth of Online CHECKUP Assessments • Goal 4 – Enhance Implementation of Motivational Interviewing and BASICS • Goal 5 – Provide Prevention Related Professional Development to University Personnel • Goal 6 – Sustain a Partners in Prevention Coalition and Biennial Review Task Force • Goal 7 – Enhance Safety Features on Northeast Quadrant of Campus • Goal 8- Educate Students about Campus Prevention Efforts • Goal 9- Improve Campus Awareness of Title IX and Sexual Violence Policies • Goal 10- Institute the Missouri Assessment of College Health Behaviors Athletes • Goal 11- Continued Development of the Green Dot Program
<p>These recommendations, goals and or objectives should be reviewed as part of the biennial review process.</p>	<ul style="list-style-type: none"> • We have had another position change and the person is also new to this process currently there is no goal or objective achievement can be reviewed. Will work with PIP contact to alleviate this for future reports.

Appendix G: Biennial Review Process and Procedure

MSSU Biennial Review Process:

Pursuant to the Drug-Free Schools and Communities Act Amendments of 1989, Missouri Southern State University is required to establish a drug and alcohol prevention program for its students and employees. A biennial review of this program will be done to determine its effectiveness, to implement changes to the program if they are needed and to ensure that the university's disciplinary sanctions are consistently enforced.

Line of Authority:

Responsible administrator and office: Director of Student Conduct

Contact person: Director of Student Conduct

Presidential Approval: President of Missouri Southern State University

This Biennial Review will take place every two years and presented to the President's Cabinet in December of even number years. The Biennial Review will be completed using the data collected by the:

Student Affairs office

University Police

Financial Aid office

Wellness office

Advising, Counseling, and Testing office.

Student Activities office, and

University Athletics

The Biennial Review will consist of data collected from the above sources for the prior two school years ie. – the 2020 review will consist of data collected from the 2018-2019 and 2019-2020 academic years.

Appendix H: 2018-2019 Notification

From: all-employees-bounces@listserv.mssu.edu <all-employees-bounces@listserv.mssu.edu>

On Behalf of: HRAnnouncements

Sent: Tuesday, November 5, 2019 2:32 PM

Subject: [All-employees] Annual Notice - Alcohol and Drug Free Workplace Act

Attached is the annual notification for all employees regarding our Alcohol and Drug Free Workplace Policy.

Please review and contact HR with any questions or concerns. Thank you.

This email may contain identifiable personal information that is subject to protection under state and federal law. This information is intended for the use of the individual named above. If you are not the intended recipient, be aware that any disclosure, copying, distribution or use of the contents of this information is prohibited and may be punishable by law. If you have received this electronic transmission in error, please notify us immediately by electronic mail (reply).

MSSU is required to send annual notification of its drug and alcohol policy to all students and employees. Please read the following policy.

MISSOURI SOUTHERN STATE UNIVERSITY ALCOHOL AND DRUG FREE WORKPLACE POLICY

In keeping with the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act of 1989, the University prohibits the unlawful manufacture, distribution, dispensing, possession or use of alcohol and/or any illegal substance by employees in the workplace, on University property, or as part of any University -sponsored activity. This includes violation of the Missouri law prohibiting possession or use of alcohol by persons under 21 years of age and violation of all other state and federal laws regulating use, possession, or distribution of alcohol and other drugs. "University - sponsored activity" includes those activities that are planned, promoted, or sponsored by a University department or other University subdivision. "University property" includes University owned or leased land, facilities, vehicles, and equipment. On limited occasions the President may approve the legal serving of alcoholic beverages at a university event or activity.

The University recognizes alcohol and drug abuse as a potential health, safety and security problem. Excessive alcohol consumption or use of illegal drugs impairs the user's ability to function, changes the user's behavior, and subjects the user to serious health risks, including disease, addiction, and death. An employee with an alcohol and/or drug-related problem is encouraged to seek help in dealing with such problems. Confidential information regarding different drug and alcohol counseling and rehabilitation is available through the University's Health Center, Advising, Counseling, & Testing Services (ACTS) or through the University's Employee Assistance Program.

The University is committed to the safety and well-being of the University community and to the provision of a drug-free workplace. Thus, it is the expectation of the University that all employees abide by the terms of this policy as a condition of employment. If an employee violates this policy, the University may subject the employee to immediate disciplinary action, up to and including termination, and report the employee to the appropriate officials for prosecution under the laws of the State and the United States of America, under which, penalties may include fines, imprisonment, or both. Any employee, as a condition of employment, is required to notify the Director of Human Resources within five days of any criminal drug conviction if the violation occurred on campus or off campus while conducting University business.

Appendix I: Notification

From: StudentAffairs

Sent: Tuesday, November 5, 2019 11:20 AM

To: All-Current-students All-Current-students@listserv.mssu.edu

Subject: Annual Notification of MSSU Drug and Alcohol Policy

MSSU is required to send annual notification of its drug and alcohol policy to all students and employees. Please read the following policy.

MISSOURI SOUTHERN STATE UNIVERSITY - DRUG POLICY

Pursuant to the Drug-Free Schools and Communities Act Amendments of 1989, Missouri Southern State University established a drug and alcohol prevention program for its students. The University's program is described below.

Substance Abuse Policy: Students are prohibited from using alcoholic beverages and illegal drugs on University-owned or controlled property and at University-sponsored or supervised activities. Irresponsible alcohol or other drug usage off campus resulting in disorderly conduct on campus also is not acceptable. Any student of Missouri Southern State University found to have manufactured, dispensed, possessed or used a controlled substance in violation of the Substance Abuse Policy of this university will be subject to discipline in accordance with university policy and reported to local, state or federal law enforcement authorities for criminal prosecution and such a conviction could result in a sentence imposing a monetary fine, imprisonment in a state or federal penitentiary or both.

Health Risks: Specific serious health risks are associated with the use of illicit drugs and alcohol. Some of the major risks:

Alcohol and other depressants (barbiturates, sedatives, and tranquilizers): Addiction, accidents as a result of impaired ability and judgment, overdose when used with other depressants, damage to a developing fetus, heart and liver damage.

Marijuana: Addiction; panic reaction; impaired short-term memory; increased risk of lung cancer and emphysema, particularly in cigarette smokers; impairment of driving ability.

Cocaine: Addiction, heart attack, seizures, lung damage, severe depression, paranoia, psychosis. Similar risks are associated with other stimulants, such as speed and uppers.

Hallucinogens (acid, LSD, PCP, MDMA, etc.): Loss of consciousness, suffocation, damage to brain and central nervous system, sudden death, nausea and vomiting, nose-bleeds, impaired judgment.

Resources: A variety of resources exist for drug or alcohol counseling, treatment or rehabilitation programs. A few are listed on page 16 of the Student Handbook. For more detailed information concerning these resources and others available from the University and/or community agencies, students may contact the ACTS (417-625-9324) or the Director of Student Conduct Office at (417-625-9531). Such referrals will respect individual confidentiality.

A main objective of the drug and alcohol prevention program is to encourage healthy attitudes and behaviors on the part of all students and responsible decisions about alcohol/drug use. A final objective is to provide students with the necessary skills to help them carry out the decisions they have made in regard to their use or nonuse of alcohol/drugs, and how to effectively handle certain high pressure situations.

To meet the above objective, information and assistance is provided to students in several ways. First, alcohol and drug films are shown and programs conducted in all orientation classes, which are required for all new students. Additional alcohol and drug information is presented in other academic classes, including Kine 103, Lifetime Wellness. Pamphlets about alcohol and drug use are distributed each semester in residence hall rooms and in the Student Center. Special alcohol and drug training is provided annually for residence hall staff and orientation leaders.

The athletic department provides a program for varsity athletes. Special alcohol & drug programs are presented throughout the year. Active drug testing is done. A committee of counselors, teachers and clergy are available to assist varsity athletes. The Student Services Office, Campus Activities Board and Health Center provide alcohol and drug information throughout the year for all students.

Appendix J: Alcohol and Drug-Free Workplace Policy

In keeping with the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act of 1989, the University prohibits the unlawful manufacture, distribution, dispensing, possession or use of alcohol and/or any illegal substance by employees in the workplace, on University property, or as part of any University -sponsored activity. This includes violation of the Missouri law prohibiting possession or use of alcohol by persons under 21 years of age and violation of all other state and federal laws regulating use, possession, or distribution of alcohol and other drugs. “University - sponsored activity” includes those activities that are planned, promoted, or sponsored by a University department or other University subdivision. “University property” includes University owned or leased land, facilities, vehicles, and equipment. On limited occasions the President may approve the legal serving of alcoholic beverages at a university event or activity.

The University recognizes alcohol and drug abuse as a potential health, safety and security problem. Excessive alcohol consumption or use of illegal drugs impairs the user’s ability to function, changes the user’s behavior, and subjects the user to serious health risks, including disease, addiction, and death. An employee with an alcohol and/or drug-related problem is encouraged to seek help in dealing with such problems. Confidential information regarding different drug and alcohol counseling and rehabilitation is available through the University’s Health Center, Advising, Counseling, & Testing Services (ACTS) or through the University’s Employee Assistance Program.

The University is committed to the safety and well-being of the University community and to the provision of a drug-free workplace. Thus, it is the expectation of the University that all employees abide by the terms of this policy as a condition of employment. If an employee violates this policy, the University may subject the employee to immediate disciplinary action, up to and including termination, and report the employee to the appropriate officials for prosecution under the laws of the State and the United States of America, under which, penalties may include fines, imprisonment, or both. Any employee, as a condition of employment, is required to notify the Director of Human Resources within five days of any criminal drug conviction if the violation occurred on campus or off campus while conducting University business.

Appendix K: Student Handbook Substance Abuse Policy

Pursuant to the Drug-Free Schools and Communities Act Amendments of 1989, and to provide resources and support to its students, the University has established a drug and alcohol prevention program for its students. The University’s program is described below. This Policy applies to all University students.

Students are prohibited from using alcoholic beverages and illegal drugs on University owned or controlled property and at University-sponsored or supervised activities. Irresponsible alcohol or

other drug usage off campus resulting in disorderly conduct on campus is also prohibited. Any student of the University found to have manufactured, dispensed, possessed or used a controlled substance in violation of the Substance Abuse Policy of this University will be subject to discipline in accordance with University policy and reported to local, state or federal law enforcement authorities for criminal prosecution. Criminal prosecution for these acts could lead to conviction and such a conviction could result in a sentence imposing a monetary fine, imprisonment in a state or federal penitentiary or both. Health Risks: Specific serious health risks are associated with the use of illicit drugs and alcohol. Some of the major risks are as follows: Alcohol and other depressants (barbiturates, sedatives, and tranquilizers): Addiction, accidents as a result of impaired ability and judgment, overdose when used with other depressants, damage to a developing fetus, heart and liver damage. Marijuana: Addiction; panic reaction; impaired short-term memory; increased risk of lung cancer and emphysema, particularly in cigarette smokers; impairment of driving ability. Cocaine: Addiction, heart attack, seizures, lung damage, severe depression, paranoia, psychosis. Similar risks are associated with other stimulants, such as speed and uppers. Hallucinogens (acid, LSD, PCP, MDMA, etc.): Loss of consciousness, suffocation, damage to brain and central nervous system, sudden death, nausea and vomiting, nosebleeds, impaired judgment.

Resources: A variety of resources exist for drug or alcohol counseling, treatment or rehabilitation programs. For more detailed information concerning these resources and others available from the University and/or community agencies, students may contact the Advising, Counseling & Testing Service (ACTS), 417.625.9324 or the Student Affairs Office (417.625.9392). Such referrals will respect individual confidentiality. A main objective of the University's Drug and Alcohol Prevention Program is to encourage healthy attitudes and behaviors on the part of all students and responsible decisions about alcohol/drug use. A final objective is to provide students with the necessary skills to help them carry out the decisions they have made in regard to their use or nonuse of alcohol/drugs, and how to effectively handle certain "high pressure" situations. To meet the above objectives, information and assistance is provided to students in several ways. First, alcohol and drug films are shown and programs conducted in all orientation classes, which are required for all new students. Additional alcohol and drug information is presented in other academic classes, including Kinesiology and Lifetime Wellness. Pamphlets about alcohol and drug use are distributed each semester in residence hall rooms and in the Student Center. Special alcohol and drug training is provided annually for residence hall staff and orientation leaders. The athletic department provides additional programming for varsity athletes. Special alcohol and drug programs are presented throughout the year. Active drug testing is done. A committee of counselors, teachers and clergy are available to assist varsity athletes. The Student Services Office, Campus Activities Board and Health Center provide alcohol and drug information throughout the year for all students.

<https://www.mssu.edu/student-affairs/university-police/substance-abuse-policy.php>

Appendix L: University Housing Alcohol and Drug Conduct Policy

The following conduct is strictly prohibited in all University residence halls and will not be tolerated:

1. The possession and/or distribution of illegal drugs (prescription and non-prescription) or alcohol (note: alcohol containers for displays in rooms are also prohibited.)
2. The consumption and/or use of illegal drugs, alcohol, or tobacco (see University Smoking and Tobacco Use Policy for additional information regarding smoking and tobacco use) .
3. Disruptive, threatening, and/or dangerous behavior resulting from the influence of drugs and/or alcohol. All residents should remember that they are responsible for the conduct of guests. Disciplinary action will be taken for violation of the above conditions. Violation of these conditions may result in dismissal from the residence halls and the University.

Drugs and/or Drug Paraphernalia – in possession or in the presence of drugs and/or drug paraphernalia 1st Offense - \$200 fine, attendance in BASICS-D consultation w/ACTS and residence hall probation*** (minimum) 2nd Offense - Suspension from the residence halls and possible removal from classes

Failure to attend consultation with ACTS will result in the fine amount doubling and an added violation of failure to comply with University rules. ***Failure to attend BASICS-D consultation with ACTS will result in the fine amount doubling and potential suspension from the residence halls.

Appendix M: Mission/Vision/Philosophy of Missouri Southern State University Code of Conduct

Missouri Southern State University community is committed to fostering a campus environment that is conducive to academic inquiry, a productive campus life and thoughtful study and discourse. The student conduct program is committed to an educational and developmental process that balances the interests of individual students with the interests of Missouri Southern State University community.

A community exists on the basis of shared values and principles. At Missouri Southern State University, student members of the community are expected to uphold and abide by certain standards of conduct that form the basis of the Code of Student Conduct. These standards are embodied within a set of core values that include integrity, social justice, respect, community, and responsibility.

Each member of Missouri Southern State University community bears responsibility for their conduct and assume reasonable responsibility for the behavior of others. When members of the community fail to exemplify these five values by violating the rules below, campus conduct proceedings are used to assert and uphold the Code of Student Conduct.

The student conduct process at Missouri Southern State University is not intended to punish students; rather, it exists to protect the interests of the community and to challenge those whose behavior is not in accordance with our policies. Sanctions are intended to challenge students' moral and ethical decision-making and to help them bring their behavior into accord with our community expectations. When a student is unable to conform their behavior to community expectations, the student conduct process may determine that the student should no longer share in the privilege of participating in this community.

Students should be aware that the student conduct process is quite different from criminal and civil court proceedings. Procedures and rights in student conduct procedures are conducted with fairness to all, but do not include the same protections of due process afforded by the courts. Due process, as defined within these procedures, assures notice and a hearing before an objective decision-maker. No student will be found in violation of Missouri Southern State University policy without information showing that it is more likely than not that a policy violation occurred and any sanctions will be proportionate to the severity of the violation and to the cumulative conduct history of the student.

Jurisdiction: Students at Missouri Southern State University are provided a copy of the Code of Student Conduct annually in the form of a link on the Missouri Southern State University website. Hard copies are available upon request from the Office of the Director of Student Conduct. Students are responsible for having read and abiding by the provisions of the Code of Student Conduct.

The Code of Student Conduct and the student conduct process apply to the conduct of individual students, both undergraduate and graduate, including all Missouri Southern State University-affiliated student organizations. For the purposes of student conduct, Missouri Southern State University considers an individual to be a student once they have attended classes, and thereafter as long as the student has a continuing educational interest in Missouri Southern State University. Missouri Southern State University retains conduct jurisdiction over students who choose to take a leave of absence, withdraw or have graduated for any misconduct that occurred prior to the leave, withdrawal or graduation. If sanctioned, a hold may be placed on the student's ability to re-enroll and all sanctions must be satisfied prior to re-enrollment eligibility. In the event of serious misconduct committed while still enrolled but reported after the accused student has graduated, Missouri Southern State University may invoke these procedures and should the former student be found responsible, Missouri Southern State University may revoke that student's degree.

The Code of Student Conduct applies to behaviors that take place on campus, at Missouri Southern State University-sponsored events and may also apply off-campus when the Director of Student Conduct or designee determines that the off-campus conduct affects a substantial Missouri Southern State University interest. A substantial Missouri Southern State University interest is defined to include:

1. Any situation where it appears that the student's conduct may present a danger or threat to the health or safety of him/herself or others; and/or
2. Any situation that significantly impinges upon the rights, property significantly breaches the peace and/or causes social disorder; and/or
3. Any situation that materially and substantially disrupts the functioning of Missouri Southern State University.

The Code of Student Conduct may be applied to behavior conducted online, via email, social media, or other electronic medium. Students should also be aware that online postings such as blogs, web postings, chats and social networking sites are in the public sphere and are not private. These postings can subject a student to allegations of conduct violations if evidence of policy violations are posted online. Missouri Southern State University does not regularly search for this information but may take action if and when such information is brought to the attention of Missouri Southern State University officials. Most online speech by students not involving the

University networks or technology will be protected as free expression and not subject to this Code, with two notable exceptions:

1. A true threat, defined as “a threat a reasonable person would interpret as a serious expression of intent to inflict bodily harm upon specific individuals”.
2. Speech posted online about the Missouri Southern State University or its community members that materially and substantially disrupts the functioning of the University.

The Code of Student Conduct applies to guests of community members whose hosts may be held accountable for the misconduct of their guests. The Code may also be applied to resident non-students, campers and high school bridge/extension/partner/dual-credit and continuing education programs by contractual agreements. Visitors to and guests of Missouri Southern State University may seek resolution of violations of the Code of Student Conduct committed against them by members of Missouri Southern State University community.

There is no time limit on reporting violations of the Code of Student Conduct; however, the longer someone waits to report an offense, the harder it becomes for Missouri Southern State University officials to obtain information and witness statements and to make determinations regarding alleged violations.

Though anonymous complaints are permitted, doing so may limit the University’s ability to investigate and respond to a complaint. Those who are aware of misconduct are encouraged to report it as quickly as possible to the Office of the Director of Student Conduct and/or to Campus Police.

A responding student facing an alleged violation of the Code of Student Conduct is not permitted to withdraw from the University until all allegations are resolved.

Missouri Southern State University email is the University’s primary means of communication with students. Students are responsible for all communication delivered to their Missouri Southern State University email address.

Violations of the Law:

Alleged violations of federal, state and local laws may be investigated and addressed under the Code of Student Conduct. When an offense occurs over which Missouri Southern State University has jurisdiction, the University conduct process will usually go forward notwithstanding any criminal complaint that may arise from the same incident.

Missouri Southern State University reserves the right to exercise its authority of interim suspension upon notification that a student is facing criminal investigation and/or complaint (additional grounds for interim suspension are outlined below). Interim suspensions are imposed until a hearing can be held, typically within two weeks. This hearing may resolve the allegation, or may be held to determine if the interim suspension should be continued. The interim suspension may be continued if a danger to the community is posed and Missouri Southern State University may be delayed or prevented from conducting its own investigation and resolving the allegation by the pendency of the criminal process. In such cases, the University will only delay its hearing until such time as it can conduct an internal investigation or obtain sufficient information independently or from law enforcement upon which to proceed.

Students accused of crimes may request to take a leave from Missouri Southern State University until the criminal charges are resolved. In such situations, the University procedure for voluntary leaves of absence is subject to the following conditions:

1. The responding student must comply with all campus investigative efforts that will not prejudice their defense in the criminal trial; and
2. The responding student must comply with all interim actions and/or restrictions imposed during the leave of absence; and
3. The responding student must agree that, in order to be reinstated to active student status, they must first be subject to, and fully cooperate with, the campus conduct process and must comply with all sanctions that are imposed

Appendix N: Smoke/Tobacco Free Campus

In keeping with the mission and values of Missouri Southern State University and out of respect to students, employees, visitors, and the environment it is the policy of Missouri Southern State University to prohibit smoking, the use of smokeless tobacco product and nicotine delivery devices in facilities, grounds, property, and vehicles owned, leased, or controlled by the university effective Fall, 2016.

Products subject to this policy include, but are not limited to: cigarettes (traditional or electronic), cigars, pipes, hookah, smokeless tobacco (chewing tobacco or snuff), other tobacco administering products, and other products containing nicotine (excluding Nicotine Replacement Therapy). It is the responsibility of all administration, faculty, staff and students to abide by the university's tobacco policy. Employees and students are encouraged to communicate this policy with courtesy, respect, and diplomacy, especially with regards to visitors. Any individual willfully ignoring this policy is subject to discipline by and under University policies. Offenders are subject to discipline appropriate to their status, e.g. students are subject to the student discipline process as outlined in the student handbook and faculty/staff are subject to discipline from their appropriate supervisor and held to established administrative policies regarding conduct. Guests or visitors that repeatedly violate the policy may be asked to leave campus.

Those with questions, concerns, or complaints related to this policy may contact the Director of Student Conduct.

Appendix O: Amnesty/Responsible Action Protocol Policies

The health, safety, and welfare of the MSSU community is a primary concern of University officials, even if students are in violation of University alcohol/drug policies. Students should not hesitate to seek medical attention for themselves or others when the health and/or safety of someone is at risk. Students can do this without fear of facing disciplinary action from the University. Student violators may, however, be required to participate in a University alcohol and drug education program. This Medical Amnesty is implemented at the discretion of the Director of Student Conduct and applies only to emergencies.

Appendix P: Athletic Department – Alcohol and Other Drug Use Policy

Alcohol/Drugs/Tobacco/Gambling

Alcohol:

The use of any alcohol by student-athletes during a university sanctioned event including but not limited to practices, games, banquets, travel, meals and other activities is strictly prohibited regardless of age. Those student-athletes who are underage are expected to uphold city, state and federal laws. It is also expected that the consumption of alcohol by those student-athletes who meet the age requirement will behave in a manner which upholds the integrity of the team, department and University. In an effort to maintain the well-respected reputation of Missouri Southern State University Department of Athletics, we expect all student-athletes to refrain from

wearing team and department apparel in during social functions where alcohol is involved. The actions of student-athletes who are determined to be in violation of the expected behavior in regards to the use of alcohol can result in consequences determined by the head coach, the Director of Athletics and/or the University. In addition, student-athletes who are alleged (having been arrested or charged) to have broken city, state or federal consumption laws, including but not limited to underage use and driving under the influence will face immediate investigative suspension.

Drugs:

Missouri Southern State University believes in promoting the health and wellness of all its student-athletes therefore, the use of mind-altering, illicit or illegal drugs is strictly prohibited. It is assumed that all student-athletes have read, understood and agreed to refrain from using all drugs outlined on the banned substance list given out each year by the NCAA. In addition, by signing the Drug Testing Consent form student-athletes agree not only to the possibility of random drug tests conducted by the NCAA and the institution but also the resulting consequences if a test should return positive. (Bylaw 31.2.3)

Tobacco:

Per NCAA Bylaw 17.1.9 Use of Tobacco Products, it is prohibited for any student-athletes to use tobacco products during practice or competition. Any student-athlete who engages in the use of tobacco products during a practice or competition shall be disqualified for the remainder of that practice or competition. Other sanctions may be imposed for additional offenses. In addition, University policy states that the use of tobacco products of any kind is prohibited within University buildings and vehicles.

Gambling:

Sports wagering by student-athletes undermines the integrity and purity of sport and competition and is regarded as a severe breach of conduct. As outlined in NCAA Bylaw 10.3, gambling of any kind in regards to intercollegiate, amateur or professional athletics competition is not allowed. Those student-athletes who are found to be involved in sports wagering face penalties up to permanent loss of remaining eligibility. NCAA prohibition against gambling includes but is not limited to:

- Providing information to individuals involved in organized gambling activities such as injury reports, game plan strategy or player discipline;
- Soliciting a bet on any intercollegiate team;
- Accepting a bet on any team representing any institution;
- Soliciting or accepting a bet on any intercollegiate game or any item that has tangible value – like a dinner, cash, T-shirt; or
- Placing or taking bets on intercollegiate athletics or those professional sports in which the NCAA also sponsors. This includes working with a bookmaker, parlay cards, or any other method employed by the organized gambling industry.

Local, State and Federal Laws

Student-athletes who are alleged (arrested or charged) to have broken local, state and federal laws will be subject to team and department sanctions upon a case by case review. The procedure is:

1. Student-athletes are required to inform their head coach or the head coach's designee of any interaction (citations or arrest) by any law enforcement agency within 24 hours of the citation or arrest. 2. A student-athlete who is cited or arrested by any law enforcement agency (other than minor traffic violations) will be placed on investigative suspension until the Head Coach and Athletics Director or their designees have investigated the allegations and circumstances leading to the citation or arrest. Investigative suspension removes the student-athlete from all practice and competition.

3. Citations and arrests for crimes which are misdemeanor under Federal, State or Local law shall be referred to the Chair of the IAC (Intercollegiate Athletic Committee), an IAC committee member as appointed by the IAC (or designee of the President of MSSU) and Athletics Director to determine an appropriate corrective action, if any, for the conduct which led to the citation or arrest. This committee shall hereafter be known as the "S-A Code of Conduct Infractions Committee". Compliance shall be present as a non-voting member to assist with historical references and NCAA legislative issues. Citations and arrests for crimes that are felonies under Federal or State law will require the student-athlete to complete the entire judicial process before any proceedings. A copy of the S-A Code of Conduct Infractions Committee decision shall be mailed to the parties, and deemed final the date of mailing. The decision of the S-A Code of Conduct Infractions Committee shall be final.

In matters where athletic scholarship revocation is recommended, that recommendation will be submitted to the Compliance office. Once a recommendation is made, the Financial Aid Review Committee has full authority in determining whether the scholarship shall be revoked or continued based on the rights of the individual through the scholarship appeal process.

Sanctions that may be implemented here under are separate and apart from those that may be imposed by other regulatory or legal authorities. Sanctions imposed under the Code of Conduct adopted by the Missouri Southern State University Board of Governors or other Board of Governors University rule, for behavior that constitutes a violation of this code, does not prohibit additional sanctions from being rendered hereunder. However, those additional sanctions may be taken into consideration when punishment is being considered pursuant to this code.

Corrective Actions if Failure to Comply

Failure of the student-athlete to comply and adhere to these standards of conduct, either on or off campus, could result in one or more of the following sanctions:

1. Counseling
2. Suspension from the intercollegiate team
3. Dismissal from the intercollegiate team
4. Loss or reduction of athletic scholarship

5. Such other action as deemed appropriate by the head coach of YOUR sport or by the Director of Athletics. It is important to note that the Department of Athletics philosophy regarding the use of sanctions is primarily one of education with a focus on the growth and development of students' potential through the encouragement of self-discipline and responsibility.

Right of Appeal

If a student is suspended or dismissed from participation by his or her coach, or by the Director of Athletics, he/she has a right of appeal. Any sanction, which does not include temporary or permanent removal from participation, is not subject to appeal (other than the sanctions under the purview of the Financial Aid Review Committee). The student-athlete must notify the Director of Athletics, in writing, of his/her intent to appeal within ten (10) calendar days of the suspension or dismissal. Upon receipt of the appeal request, the Director of Athletics shall schedule a hearing before the S-A Code of Conduct Infractions Committee. The hearing shall occur within ten (10) business days of the request. The student-athlete shall have the right to have an advisor appear with him/ her at the hearing. As these are not legal proceedings, and in order to avoid an adversarial relationship, the advisor may not represent the student-athlete. The student-athlete will be provided with a written notification of the time, date, and location of the hearing as well as the reasons for his or her suspension or dismissal. This notification will be provided to the student at least five (5) calendar days prior to the hearing. The S-A Code of Conduct Infractions Committee shall hear the appeal with all hearing proceedings being held in executive session. The chairman shall conduct questioning of all witnesses appearing before the S-A Code of Conduct Infractions Committee and members of said committee.

The hearing committee will, after deliberation, forward a recommendation for action to the Director of Athletics. The Director of Athletics shall then approve, disapprove, amend, or otherwise issue a final decision in writing, no later than five (5) business days after receiving the recommendation from the hearing committee.

A copy of this final decision shall be mailed to the parties, and the date of mailing shall be the effective day of the decision.

Participation in athletics is a great privilege which carries with it certain responsibilities. The intent of the Code of conduct is to outline those expectations, as well as the rights of the student-athlete.

Felony Charge:

Any student-athlete arrested and charged with a felony or a crime involving gambling under Missouri or federal law or any other jurisdiction, absent extraordinary circumstances as determined by the administration, shall be automatically suspended from practice and playing until the charges are dropped, dismissed or otherwise resolved.

Felony Conviction:

A student-athlete convicted of, or pleading guilty or no contest to any felony charge or a charge involving gambling under the Missouri law, Federal statute, or any other jurisdiction, absent extraordinary circumstances as determined by the administration, shall be permanently dismissed from the team. Misdemeanor Charge / Conviction: A student-athlete who is charged / convicted of a misdemeanor charge (other than gambling / game fixing which are addressed above; or

minor traffic violations) will be subject to an Athletic Department review process indicated above.

Sanctions:

Team or Department of Athletics disciplinary sanctions may be imposed in advance of any campus disciplinary and/or criminal actions. Disciplinary sanctions may include, but are not limited to: admonishment; counseling; written reprimand; suspension from the team; reduction, cancellation or non-renewal of athletics scholarship aid; and dismissal from the team. Additional sanctions may be imposed by the broader University, including probation, suspension from school, or expulsion.

For the purposes of this code of conduct, suspension from the team means that student-athletes may not practice, compete or travel with any Missouri Southern State University Intercollegiate Athletics team. However, suspended student-athletes may, with the approval of the coach, designated sport administrator and athletic director, attend team meetings and retain privileges to access training table, the athletic training room, academic support services and individual use of weight training

Appendix Q: Athletic Department Alcohol and Other Drug Testing Policy

Missouri Southern State University DRUG TESTING POLICY

The Missouri Southern State University Department of Athletics is firmly committed to the physical and mental health and well being of its student-athletes. The University holds a strong belief that the use of drugs and alcohol has a negative effect on the academic and athletic performance of its student-athletes. This testing and education policy is designed to be in accompaniment to, and not supersede NCAA drug testing and their findings. All substances banned by the NCAA are also banned by Missouri Southern State University. This policy is intended to set a minimum standard by which sanctions are to be enforced. Additional team policies, or past rule infractions may increase the severity of incurred penalties.

General Principles

1. As a requirement for any student to be a member of a Missouri Southern State University sponsored intercollegiate athletics team, he/she must agree to participate in the Athletic Departments drug testing program. Such monitoring is considered an extension of the ongoing physical examination of our athletes and is in the best interests of a comprehensive drug testing program.
2. Multiple testing may be done with each student-athlete.
3. All positive test results are considered cumulative (annually carried over) for the career of the Missouri Southern State University student-athlete.

4. Any student-athlete cited for selling or delivering any drug shall be immediately referred to the Code of Conduct Infractions Committee.
5. Any drug not specifically listed on the penalty chart is subject to classification by the team physician and/or his designate for inclusion on the chart.
6. Missouri Southern State University will not be liable for any expense incurred from drug/alcohol counseling and treatment as this is not considered an athletic related injury or illness.
7. Any athlete who does not report for scheduled drug testing or counseling will be subject to suspension or dismissal. It is possible that a formal drug rehabilitation program (in-patient) will be recommended for the student-athlete.
8. The Athletic Department will make every effort to keep the test results confidential and will oppose disclosure thereof to any unauthorized persons within or outside the university.
9. The Athletic Department's drug and alcohol program and its sanctions serve as a MINIMUM penalty for violations. Team policies and past discipline issues may provide more severe penalties.

Purpose of Drug Testing

Although education is the main emphasis of this program, the University feels that it is important to hold the student-athletes accountable to the drug policy. The Drug testing is to be used as a deterrent to drug and alcohol use. It is also to be used to identify those who are addicted to substances so they may be referred for treatment. Finally it is used to protect the integrity of Missouri Southern State University.

Entertaining Prospects

Student-athletes may be chosen to host prospective student-athletes during the recruiting process. Host student-athletes are strictly prohibited from, whether on an official or unofficial visit, encouraging, arranging, providing, or placing a prospect in an environment for drug or alcohol use regardless of age.

Eligibility

Drug testing and education encompasses any one on current official NCAA squad lists, including all red shirts, those who are academically or medically ineligible, those who are receiving fifth year athletic financial aid, student managers, student athletic training assistants, student coaches, and student helpers (who will all be referred to as student-athletes in the body of this document).

Compliance

Student-athlete compliance, in full, with this program is mandatory in order to participate in Intercollegiate Athletics for Missouri Southern State University. Student-athletes will sign the Drug Testing Consent form as part of the yearly pre-participation orientation. The student-athlete will submit to any and all tests ordered by the Missouri Southern State University Department of Athletics. Failure to produce a sample for testing will result in being considered positive and incur the same penalty as a positive drug test.

Safe Harbor

A student-athlete may come forward (in confidence) prior to being notified of any type of test to an administrator, head coach or Athletic Trainer admitting to the abuse of banned substances, or street drugs without such admittance being considered a positive test. A baseline test will be performed immediately. The student-athlete will be required to submit to, and complete drug/alcohol counseling. The student-athlete will then be required to follow the drug testing protocol and is subject to team and/or individual random unannounced drug tests. In the event that the level of drug concentration in the urine does not decrease in subsequent tests, the student-athlete will be considered positive and face the consequences of a positive test. If the drug concentration decreases in subsequent testing and counseling continues it will not be considered a positive test because the student-athlete came forward asking for help. A student-athlete may only use safe harbor once. A student-athlete is not eligible for safe harbor after they have been informed of an impending test or after they have a prior positive drug test notification.

Selection

All Missouri Southern State University student-athletes listed on current NCAA squad lists are eligible for drug testing. Random numbers will be selected from a numbered (not players game or practice numbers) roster. The student-athletes whose names correspond to these selected numbers will be tested.

Reasonable Suspicion Testing

In addition to random drug testing, the Missouri Southern State University Department of Athletics reserves the right to screen a student-athlete anytime there is reasonable suspicion that he/she may have engaged in the use of banned substances. The term reasonable suspicion means that information has been received by a member of the coaching staff, Sports Medicine Staff, and/or athletics administration, in good faith, from reliable source, or sources, regarding student-athletes use of banned substances. Furthermore, a student-athletes possession of, or use of a prohibited substance, arrest or conviction related to the possession of, or use of or trafficking of banned substances, all rise to the level of reasonable suspicion.

Method of Testing

Student-athletes will be informed about the drug testing program. A copy of this program will be available to the student-athlete as part of the Student-athlete Hand Book, and is available on

the MSSU Athletics website. Athletes are required to sign a drug testing informed consent form annually. Tests will be primarily conducted for, but not limited to, drugs of abuse, such as, amphetamines, cannabinoids, cocaine, and other controlled substances. All other substances on the NCAA Banned Substance List may also be included in testing. Testing will be conducted on urine samples provided to the selected lab by the individual student-athlete. Athletes must provide proper required identification and given samples will follow a strict chain of command as dictated by the athletic department and selected lab. Student-athletes may be inconvenienced during practices, meetings, strength and conditioning sessions, etc. The student-athlete may even be tested in off hour times such as early morning, meal times, and/or late evenings. Team collection will be coordinated by the Head Athletic Trainer. The urine will be collected by a staff Certified Athletic Trainer, administrator, or lab professional and the sample will be numbered. The Head Athletic Trainer will match the individual student-athlete with a master list, so that the signature of the student-athlete will correspond with the number on the matching sample. The samples may be pre-screened before they are sent to the lab. The samples will be transported to the selected clinical laboratory where the director of the lab will oversee the testing of the samples. The master list of student-athlete signatures and their matching sample numbers will be given to the Athletic Director or his administrative designate for the purpose of identifying positive and negative tests results. Individual collection will be directed by the Head Athletic Trainer. Identified student-athletes will be notified and transported to the selected lab by a member of the Athletic Department. The individual student-athlete will then submit to all policies and procedures of the lab pertaining to the conductance of the drug test. The test results will be delivered to the Athletic Director or his administrative designate. All students refusing to provide a urine sample will be considered to be positive and sanction will be assigned as outlined.

Positive Drug Tests

The Head Coach, Head Athletic Trainer, Sports Supervisor, Athletic Director and Parents or Guardians will all be notified of all positive drug tests or alcohol related infractions. The test results will be delivered by the director of the lab to the Athletic Director or his administrative designate. The Athletic Director will inform the student-athlete of the presence of a substance in his/her urine sample. The Head Athletic Trainer will be present and a witness to procedure. The Head Athletic Trainer will advise the student-athlete of the nature of the substance, negative health effects of the use of the substance and their right to an appeal hearing. Samples may be collected at any time after a positive test infraction to determine whether the student-athlete is continuing to use banned substances. The banned substances are divided into three categories. Each category will be assigned different levels of sanctions.

Group I:

Alcohol Infractions

Group II:

Marijuana, Hashish (THC), and related compounds Banned substances found in dietary supplements and over the counter medications- Androstenediol, Androstendione, Ephedrine, Synephrine, Caffeine, Pseudoephedrine and other related compounds. Diuretics and Urine Manipulators- Bumetanide, Probenicid, Finasteride(Propecia), Lasix and related compounds

Group III:

Anabolic agents, Peptide Hormones, Anti Estrogens- Anabolic Steroids, Human Growth Hormone, Clomiphene and other related compounds Stimulants- Cocaine, Methamphetamine, Amphetamines, Ritalin, and related compounds Depressants- Methaqualone, Barbituates, Diazepam, and related compounds Hallucinogens- LSD, PCP, Mescaline and related compounds Non Prescribed Narcotic Medications- Codeine, Morphine, OxyCotin, Percocet, Darvon, Darvocet, Lorcet, Vicodin and related compounds Other street drugs- Heroin, Ecstasy, GHB, Ketamine and other related compounds

Alcohol infraction Sanctions

Alcohol infractions that would lead to sanctions include but are not limited to: Sanctions for Alcohol Infractions (Drug Group I):

- Mandatory counseling and testing Sanctions for Drug Group II: First Positive Test Result (minimum sanctions):
- The Athlete, Athletic Director, Sport Supervisor, Head Coach, and Parents or Guardians will be notified of the test result.
- The student-athlete will be required to complete drug counseling.
- The student-athlete will be suspended from competition for one contest immediately following the positive result.
- The student-athlete will be required to submit to mandatory Drug testing.
- Additional team sanctions may apply. Second Positive Test Result (minimum sanctions):
- The student-athlete will be suspended from all sports related activity for a minimum of six months except for attendance at strength and conditioning sessions and non-athletically related activities such as compliance meetings, academic sessions and study halls.
- The student-athlete will be evaluated by a drug counselor and complete all treatments recommended.
- The student-athlete will be required to submit to mandatory Drug testing.
- Reinstatement will be considered after the above conditions are met in addition to a negative drug test result.
- The student-athlete may immediately incur a reduction or elimination of athletic grant-in-aid.
- Additional team sanctions may apply.

Third Positive Test Result (minimum sanctions):

- The student-athlete will be suspended from all sports related and athletic department activity for a minimum of one calendar year.
- The student-athlete will have all athletic grant-in-aid cancelled immediately for a minimum of a calendar year.
- The student-athlete will complete a drug rehabilitation program.
- The student-athlete will submit to required drug testing during the duration of their suspension to be considered for reinstatement.
- A student-athlete will be eligible for reinstatement if all of the above requirements are met and ALL of the urine samples collected and tested during the suspension are negative for drugs. Permanent expulsion from participation in Missouri Southern Athletics will result if all conditions are not completely met.

Sanctions for Drug Group III: First Positive Test Result (minimum sanctions):

- The student-athlete will be suspended from all sports related activity for a minimum of six months except for attendance at strength and conditioning sessions and non-athletically related activities such as compliance meetings, academic sessions and study halls.
- The student-athlete will be evaluated by a drug counselor and complete any and all treatments recommended.
- The student-athlete will be required to submit to mandatory Drug testing.
- Reinstatement will be considered after the above conditions are met in addition to a negative drug test result.
- The student-athlete may immediately incur a reduction or elimination of athletic grant-in-aid.
- Additional team sanctions may apply. Second Positive Test Result (minimum sanctions):
- The student-athlete will be suspended from all sports related and athletic department activity for a minimum of one calendar year.
- The student-athlete will have all athletic grant-in-aid cancelled immediately for a minimum of calendar year.
- The student-athlete will complete a drug rehabilitation program.
- The student-athlete will submit to required drug testing during the duration of their suspension to be considered for reinstatement.
- A student-athlete will be eligible for reinstatement if all of the above requirements are met and ALL of the urine samples collected and tested during the suspension are negative for drugs. Permanent expulsion from participation in Missouri Southern Athletics will result if all conditions are not completely met.

Appeal Hearing

1. All student-athletes who incur sanctions under the terms of this program will be entitled to an appeal hearing before the Drug Education and Testing Council.
2. Appeals will only apply to sanctions under the terms of this program and will not apply to individual team sanctions.
3. Members of the Drug Education and Testing Council shall include the Director of Athletics, Head Athletic Trainer, Team Physician, Director of Compliance, NCAA Faculty Athletic Representative (FAR), and the drug and alcohol counselor who conducts the evaluation on the student-athlete. The Council will meet at the convenience of all members' schedules.
4. The request for an appeal must be made in writing by the end of the second business day after the student-athlete is notified of their results.
5. The Director of Athletics will notify the athlete of the Council's decision in writing.
6. The results of the hearing are final and binding.

Appendix R: Other Athletics Drug Policies

Drugs - All Sports.

- a. A student-athlete who, as a result of a drug test administered by the NCAA, tests positive for use of a substance in a banned drug class, as set forth in Bylaw 31.2.3.1, shall be declared ineligible for further participation in postseason and regular season competition in accordance with the ineligibility provisions of Bylaw 18.4.1.4.
- b. A student-athlete who, as a result of a drug test administered by the NCAA, tests positive for use of a substance in a banned drug class other than "illicit drugs" (in accordance with the testing methods authorized by the NCAA Board of Governors), shall be charged with the loss of one season of competition in all sports, in addition to the use of a season, pursuant to Bylaw 14.2.4.1, if he or she has participated in intercollegiate competition during the same academic year. The student-athlete shall remain ineligible for all regular-season and postseason competition during the time period ending one calendar year (i.e., 365 days) after the collection of the student-athlete's positive drug test specimen and until he or she tests negative (in accordance with the testing methods authorized by the Board of Governors). [Bylaw 18.4.1.4.1]
- c. A student-athlete who, as a result of a drug test administered by the NCAA, tests positive for use of a substance in the banned drug class "illicit drugs" (in accordance with the testing methods

authorized by the Board of Governors) shall be ineligible for competition during 50 percent of a season of competition in all sports (i.e., 50 percent of all contests or dates of competition in the season following the positive test). The student-athlete shall remain ineligible until the prescribed penalty is fulfilled and he or she tests negative (in accordance with the testing methods authorized by the Board of Governors). [Bylaw 18.4.1.4.2]

d. A policy adopted by the Board of Governors establishes that the penalty for missing a scheduled drug test is the same as the penalty for testing positive for the use of a banned drug other than an "illicit drug." You will remain ineligible until you retest negative. [Bylaws 18.4.1.4.3 and 18.4.1.4.3.1]

Non-NCAA Athletics Organization Positive Drug Test - All Sports.

a. If you test positive by a sport's governing body that has adopted the World AntiDoping Agency code, you must notify your director of athletics regarding the positive drug test. You also must permit the NCAA to test you for the banned drugs listed in Bylaw 31.2.3.1.

b. If the result of the NCAA drug test is positive, you will lose all remaining eligibility during the season in which you tested positive and an additional season of competition.

c. The director of athletics must notify the NCAA chief medical officer in writing regarding a student-athlete's disclosure of a previous positive drug test administered by any other athletics organization.

d. If the student-athlete transfers to a non-NCAA institution while ineligible and competes in intercollegiate competition during the prescribed period of ineligibility at a non-NCAA institution, the student-athlete will be ineligible for all NCAA regular-season and postseason competition until the student-athlete does not compete in collegiate competition for the entirety of the prescribed penalty.

Furthermore, the student-athlete must retest negative (in accordance with the testing methods authorized by the Board of Governors). [Bylaw 18.4.1.4.4]

e. The list is subject to change and the institution and student-athlete shall be held accountable for all banned drug classes on the current list. The list is located on the NCAA website (www.ncaa.org) or may be obtained from the NCAA Sport Science Institute staff.

Appendix S: Employee Assistance Program Referral Policy

The Employee Assistance Program (EAP) is a system which confidentially assists employees in solving problems which may adversely affect job performance. The variety of problems for which assistance is offered includes alcohol and drug abuse, financial, marital, family, legal, stress, depression and emotional problems. A variety of other services are provided by visiting their online website (listed below) at no cost to the employee. Those eligible to participate in the services provided by the EAP are all full and part-time benefit eligible employees and their dependents, as well as any visitors or permanent residents residing or staying in the covered employee's home. Eligible participants can access the EAP directly and make applicable arrangements to obtain services of a qualified provider in the employee's geographic area. The program is voluntary and confidential, however, in specific instances the program may be used as a requirement of continued employment. There is no charge to eligible employees or their dependents for the initial assessment and the first six (6) visits with a professional counselor on the topic of concern. The free visits are based on the topic of concern and are not limited to five visits per year. The cost for any needed additional services may be eligible for coverage under the employee's individual health coverage, depending on the type of issue. To contact the EAP, call Cigna EAP 24 hours a day, 7 days a week at 1 877-622-4237. The online website may be accessed by visiting: CignaBehavioral.com

Appendix T: Student Alcohol Addiction Safe Harbor Policy

Safe Harbor: The University has a Safe Harbor rule for students. Missouri Southern State University believes that students who have a drug and/or addiction problem deserve help. If any Missouri Southern State University student brings their own use, addiction, or dependency to the attention of Missouri Southern State University officials outside the threat of drug tests or conduct sanctions and seeks assistance, a conduct complaint will not be pursued. A written action plan may be used to track cooperation with the Safe Harbor program by the student. Failure to follow the action plan will nullify the Safe Harbor protection and campus conduct processes will be initiated.

Appendix U: Sexual Discrimination & Sexual Harassment Policy

Appendix V: Substance Abuse Policy

Violations of these prohibitions will be handled in the following manner:

For students, violations may result in warning, disciplinary prohibition, suspension or expulsion as provided in the Student Handbook.

For employees, violations will result in disciplinary action, up to and including termination of employment. Missouri Southern State University is committed to increasing employee and student awareness of the dangers of substance abuse. For example, marijuana can impair thinking, reading, comprehension and verbal skills; hallucinogens result in loss of control of

normal thought processes; phencyclidine can produce violent and bizarre behavior; stimulants (amphetamines) may produce mood swings, panic and cardiac disturbances; cocaine is toxic, and overdoses result in death; narcotics cause dependency and severe symptoms upon withdrawal; inhalants have a high risk of sudden death; and alcohol can dull sensation and impair coordination, memory and judgement. In an effort to maintain a drug- and alcohol- free environment, the University will provide:

- ☐ Awareness programs through our University Wellness Program,
- ☐ Assistance through the University Nurse,
- ☐ Assistance through the University Physician,
- ☐ Individual counseling, and
- ☐ Assistance with making referrals to outside agencies.

Appendix W: Financial Aid Federal Guidance

When a Student Is Determined to Have Violated a Drug Policy, What Information Is the Financial Aid Office Required to Have?

Drug violations as they relate to student eligibility for Title IV aid should not be confused with how drug violations relate to Clery Act requirements and/or Drug and Alcohol Abuse Prevention requirements. Each area has its own separate and distinct requirements. The financial aid office should ensure students are meeting Title IV student eligibility requirements for students convicted for possession or sale of drugs for conduct that occurred during a period of enrollment for which the student was receiving Title IV funds, as required in 34 CFR. 668.40 and further outlined in Volume 1, Chapter 1 of the FSA Handbook. Reporting requirements under the Clery Act for drug violations, as well as consumer information requirements related to Drug and Alcohol Prevention are found in Volume 2, Chapter 6 of the FSA Handbook.

Are Schools Required to Provide Drug and Alcohol Abuse Prevention Information Directly to New Students or Is the Information on the School's Website Sufficient?

Annual disclosure of information is required. Schools must have a way to provide this information to newly admitted students. Some schools use paper formats in their admissions packets and others use electronic means. For more information, refer to the Department of Education's (ED) Quality Assurance (QA) assessments #2 online at <http://ifap.ed.gov/qahome/qaassessments/consumerinformation.html>.

Information courtesy of Financial Aid National "AskRegs" resource.

Appendix X: Alcoholic Beverages – Payment from University Accounts Procedure

Only for sanctioned alumni, fundraising, or employee appreciation events with permission of the University president, and if provided by our campus food provider or licensed off-site vendor. Typically not events where students are present. Transportation options are usually provided. Wine and beer, only. Cash bars sometimes approved for sale of liquor.

Appendix Y: Biennial Review Task Force September 6, 2018 Agenda

Biennial Review Task Force

September 16, 2020

1. Welcome
2. What is the Biennial Review?
3. General Comments from Report Review
4. Overall Discussion of the Institution's prevention program and policies
 - a. Strengths
 - b. Weaknesses
 - c. Opportunities
 - d. Threats or Challenges
5. Overall Discussion of Institutional Assessment
 - a. Describe assessment of the overall effectiveness of alcohol- and drug- abuse prevention programming
 - b. Summarize strengths and weaknesses
 - i. Consider:
 1. Leadership involvement
 2. Adequacy of budget for intended efforts
 3. Availability of data on scope of alcohol and drug related issues
 4. Other
 - c. Identify gaps/overlap in existing programs
6. Recommended Policy and Programming Revisions
 - a. Anything to add here?

7. Adjourn

Appendix Z: Biennial Task Force Committee September 6, 2018 Meeting Minutes

Biennial Review Task Force

September 16, 2020

1. Welcome

2. What is the Biennial Review? Discussion of process/review of documents

3. General Comments from Report Review

4. Overall Discussion of the Institution's prevention program and policies

a. Strengths: Alternative programming, assessment, availability of EAP program, Athletics Conduct Process, BASICS expansion to Resident Directors and Greek Life, stronger collaboration between multiple departments in prevention efforts

b. Weaknesses: Health Center budget-they are able to assess, but there are very limited resources for follow-up. Many universities have entire departments and personnel dedicated to prevention efforts full-time, ours are a side aspect to everyone's regular job functions. Student buy-in is lacking. Staffing in general.

c. Opportunities: Evaluate other programs and see how we can further collaborate and focus on niche groups. Keep everyone on campus apprised of prevention efforts-educate staff in knowing what to look for. We do not have a grant writer and are missing a lot of opportunities to fund additional prevention efforts.

d. Threats or Challenges: COVID-19 is a big threat-lack of sports seasons, lack of socializing, lack of alternative programming. Parents are sending students with alcohol so they will drink in their rooms and not seek out large parties to "protect" their students. Lack of staffing.

5. Overall Discussion of Institutional Assessment

a. Describe assessment of the overall effectiveness of alcohol- and drug- abuse prevention programming

b. Summarize strengths and weaknesses

We could do a better job of disseminating data we collect.

b. Identify gaps/overlap in existing programs

a. A lot of collecting data, but then it just sits with little dissemination or collaboration on addressing.

6. Recommended Policy and Programming Revisions

a. Anything to add here?

7. Adjourn

Appendix AA: 2019– 2020 Partners in Prevention Strategic Plan

GOALS

Goal #1 – To increase response rate of the Missouri Assessment of College Health Behaviors Survey (MACHB) by 3%

Strategy: The Missouri Assessment of College Health Behaviors Survey (MACHB) will be sent out every Spring to randomly selected students. Information from this survey is and will be used to assess the attitudes, knowledge, and usage patterns of Missouri Southern students in these areas. Giving the MACHB each year gives us longitudinal data that can be used in prevention efforts, including but not limited to: planning, programming, education, support offerings, and policy implementation/enforcement.

Objective: To determine the attitudes, knowledge, and usage patterns of students in the areas of alcohol, drugs, tobacco, sexual encounters, and mental health to better meet their needs.

Tactic 1: Administer the 2020 MACHB for a two-week time frame in late February to early March as not to coincide with the students' spring break.

Tactic 2: Promote MOSO Partners in Prevention (MOSO PIP) through social media campaign, email to students, four-winds ad, handing out giveaways at MOSO Partners in Prevention sponsored events

Year	MACHB Responses
2016 – 2017	227
2017 – 2018	329
2018 – 2019	252
2019-2020	312
2020-2021 Goal	>312

Goal #2 – To increase the attendance at the provided alternative activities by 3%

Strategy: Continuation of positive, healthy, alcohol/drug free, and affordable late-night programming events that start at 5 PM or later. Throughout the year, departments team up to plan and implement programming that is working toward the common goal of preventing risky behavior. Collaboration also exists with instructors who often welcome class presentations that focus on related programming and the topics of the awareness weeks. By offering programming, electronic and hardcopy information, signage, Welcome Back kits, the Relaxation Room, and classroom presentations, we can show a solidified effort to educate and promote healthy choices.

Objective: To create, develop, and promote alternative activities that are fun (with a small educational component) and show Missouri Southern students that fun can be had by all without influences or possessing a negative connotation or [potentially] harmful outcome, by working closely with campus departments and community organizations on disseminating healthy choices material, resources, and policy information.

Tactic 1: Create, develop, and promote alternative activities including but are not limited to Movie Nights, ThinkFast Game Show, Finals Madness, Game Nights, Intramurals, Craft Nights, Healthy Relationship Contest, Skate Nights, Rec Nights, Mix-n-Mingles, Dance Parties, etc.

Tactic 2: Track Student Id card scans to the events provided by CAB, ResLife, Rec Center, and MOSO PIP.

Year	Fall Student Attendance	Spring Student Attendance	Total Student Attendance
2015 – 2016	2838	934	3772
2016 – 2017	2614	872	3486
2017 – 2018	2771	1431	4202
2018 – 2019	3096	1836	4932
2019-2020	2839	652	3491
2020-2021 Goal	>2839	>652	>3491

Goal #3—Maintain the participation on the eCHECKUP assessments (e-chug and e-toke)

Strategy: Provide educational opportunities and students with regards to alcohol and marijuana usage through the eCHECKUP assessments. First Year Experience classes will be used as a platform for this education. These tools are available to students through the Awareness/Prevention, Counseling Services, and Other Resources webpages. The eCHECKUP assessments are also available through the UE 100 class, which is required for all incoming freshmen. These tools educate and increase awareness and understanding of related subject matters.

Objective: Continue usage of online training; informational, educational, and referral programs; and increase certificate completion in programs with that possibility (i.e. eCHECKUP assessments- e-chug, and e-toke,).

Tactic 1: Administer e-chug and e-toke assessments in all UE 100 classes in the fall, spring, and summer semesters

Tactic 2: Promote the eCHECKUP assessments through social media, email to students, four-winds ad.

Tactic 3: Develop policy and procedure for utilizing eCHECKUP assessments to be used in conjunction with mediation and BASICS appointments

Year	2016 - 2017	2017 - 2018	2018-2019	2019-2020 Goal	2020-2021 Goal
e-chug	679	1,048	985	784	>784
e-toke	851	978	938	774	>774
Ask, Listen, Refer	221	1,058	928	732	>732

Goal #4 – Continue to provide opportunities for professional development to Missouri Southern employees, students, and community liaisons.

Strategy: Continue offering opportunities to participate in educational programming offered by PIP, NASPA, Higher Education conferences, law enforcement training, and other relevant or accredited sources. These opportunities have allowed our institution to educate members of our campus and community, continue addressing issues that affect our campus, be on the forefront of setting standards, and implement and maintain proper policies, enforcement and procedures.

Objective: Allow funding opportunities for Missouri Southern employees, students, and community liaisons to attend/participate in PIP funded or PIP provided conferences, workshops, and trainings and bringing speakers/trainings to campus, and other conferences or trainings that are relevant to help educate members of our campus and community. This will increase the number of empowered professional and student leaders on campus and in our community.

Tactic 1: Attendance at Meeting of the Minds

Tactic 2: At least one person from MOSO PIP will attend monthly Partners in Prevention (PIP) meetings

Tactic 3: Whomever is utilizing MOSO PIP funding to attend a conference/training will attend a MOSO Partners in Prevention meeting to share their experience and how the training is relevant to continued MOSO Partners in Prevention programming.

Year	Faculty/Staff Trainings Attended	Student Trainings Attended
2018 – 2019 Goal	27	15
2019-2020 Goal	21	7
2020-20201 Goal	>21	>7

Goal #5 – Continue to build our team and increase communication with the community that relates to keeping our students safe through implementing programs, networking, teamwork, and relationship building.

Strategy: Foster a collaborative effort between campus departments/organizations and community members toward the common goal of keeping our campus community safe, well, empowered, and educated to make informed decisions regarding their health, well-being, and life choices.

Objective: At least 90% of Coalition members will attend at minimum one PIP sponsored event – for example: University monthly Coalition meeting, PIP monthly meeting, PIP data call, Meeting of the Minds Conference. Will also utilize assessment information from MACHB for increased frequency and visibility of awareness/social norming campaigns, maintained/increased program participation numbers, decreased policy violations.

Tactic 1: The MOSO PIP Coalition will continue to meet monthly to determine what areas of need in prevention the University requires.

Tactic 2: Foster an environment of collaboration that permeates every aspect of Missouri Southern State University through constant contact and discussion.

Tactic 3: Utilize data from MACHB to drive decisions and policy implementation initiated by MOSO PIP

The MOSO PIP Coalition members include:

Student Conduct Office – Samantha Quackenbush
Recreation Services– Cindy Webb
Wellness/Student Activities – Craig Gullett
Registered Student Organizations/Greek Life – Eli Moran
Counseling Services/PIP contact – Heather Bullock
Residence Life – Seth Sockwell
Athletics – Amanda Schmelzer
Green Dot Program- Laura Gullett
UPD – Ken Kennedy
Student Rep – Varies

Goal #6- Increase engagement between resident students and residence life team and increase level of safety felt by residence students by 3 %. From the MACHB Well-Being section (Whom do you feel you can go to on-campus when personal concerns arise Q180); Missouri Southern State University Housing Survey- (Please rate the level of safety you feel living on campus)

Strategy: Increase engagement between resident students and residence life team including the Director of Resident Life, Resident Directors, and Resident Assistants. Increased engagement between those groups should improve satisfaction among resident students, increase communication, and ultimately make prevention efforts more successful. Improve campus safety, in particular on the northwest corner of campus where all of the residence halls are located. An increased sense of safety and security should make students feel safer and more comfortable, and increase their satisfaction. Additionally, increased security should help with prevention efforts.

Objective: Develop a comfort between resident students and Residence Life staff and improve safety for residence students

Tactic 1: PIP sponsored “Pizza with MOSO Police” event where residents and police officers can interact in an open and relaxed environment.

Tactic 2: Creation of “Intentional Interaction” duty for Resident Assistants. When scheduled in this role, Resident Assistants will reach out to individuals or roommate groups to provide a positive environment to discuss any issues or concerns.

Assessment:

Q180: Whom do you feel you can go to on-campus when personal concerns arise?				
Year	PIP	PIP – Residents	MSSU	MSSU - Residents
2016 - 2017	20%	43%	5.7%	26%
2017 - 2018	12%	27%	6%	19%
2018-2019	19%	36%	10%	23%
2019-2020	9.6%	22%	2.6%	7.4%
2020-2010 Goal	To be determined	To be determined	>2.6	>7.4%

From Missouri Southern State University Housing Survey: Please rate the level of safety you feel living on campus:			
Year	“Below Average” or “Very Poor”	Fair	“Above Average” or “Outstanding”
2014 – 2015	4%	24%	72%
2015 – 2016	Survey not dispersed in 2015 - 2016		
2016 – 2017	3%	33%	64%
2017 – 2018	5%	26%	69%
2018 – 2019	2%	20%	78%
2019-2020	5%	29%	66%
2020-2021 Goal	<5%	>29%	>66%

Goal #7- Create an Awareness Campaign to help students, faculty, and staff to be more aware and engaged in the Partners in Prevention program and its efforts

Strategy: Develop a more comprehensive means of educating students to the prevention efforts at Missouri Southern. Ensure students are aware of the Partners in Prevention program.

Objective: Having a more comprehensive means of education to the prevention efforts at MSSU will help create a healthy and safe campus environment.

Tactic 1: Work with PIP and MSSU’s marketing department to create branding of MOSO PIP.

Tactic 2: Email faculty, staff, and students to highlight information regarding drugs and alcohol prevention efforts and highlight statistics generated from the MACHB

Q33: Does your campus have a drug and alcohol prevention program?		
Year	PIP – “Yes”	MSSU – “Yes”
2016 – 2017	70%	48%
2017 – 2018	70%	50%
2018 - 2019	67%	59%
2019-2020	70%	59%
2020-2021 Goal	To be determined	>59%

Goal #8- Foster a sense of belonging among Missouri Southern State University students. Increase the number of people who answered “Agree” or “Strongly Agree” on question 18 (I feel a sense of belonging to the campus community) of the MACHB by 3%

Strategy: Creating a welcoming and inclusive environment that will help students foster a sense of belonging and persist to graduation.

Objective: University PIP coalition members and the offices of Student Life and Conduct Office, Recreation Services, Student Activities/Wellness, Registered Student Organizations/Greek Life, Counseling Services, Residence Life, Athletics, UPD, and Student Reps will work to create programming and provide a welcoming and inclusive environment to help students foster a sense of belonging at Missouri Southern State University.

Tactic 1: Provide faculty and staff with information and resources to better equip them to identify opportunities to connect with students and foster that sense of belonging.

Tactic 2: Develop a variety of programming opportunities that provide a welcoming and inclusive environment for students.

Q18: I feel a sense of belonging to the campus community.		
Year	PIP – “Agree” or “Strongly Agree”	MSSU – “Agree” or “Strongly Agree”
2016 – 2017	70%	48%
2017 – 2018	67%	51%
2018 - 2019	67%	61%
2019-2020	66%	56%
2020-2021 Goal	To be determined	>56%

Goal #9- Increase help-seeking behaviors for suicidal ideation/attempts among students by 3%. Students who sought help for suicidal ideation/attempts (Q 189- Have you sought assistance for your suicide attempt/thought in the past year)

Strategy: Promote to students both campus and community resources focused on helping with suicidal ideation.

Objective: Counseling Services along with other key offices on campus will collaborate to co-program with the intent of increasing faculty, staff, and student's awareness of mental health, resources, and the promotion of gatekeeper training Ask, Listen, Refer.

Tactic 1: Implement active marketing outreach about Counseling Services to include but not limited to fourwinds ads, Facebook, resource magnets, targeted emails to faculty, staff, and students.

Tactic 2: Mental Health Awareness Week- Connect 2 U in Fall, DeStress Fest-Spring

Tactic 3: All incoming freshmen will complete the Ask, Listen, Refer through their UE 100 class, all Resident Assistants will be trained.

Tactic 4: Include Ask, Listen, Refer in all presentations given on mental health

Q 189: Have you sought assistance for your suicide attempt/thoughts in the past year		
Year	PIP – Yes	MSSU – Yes
2017 – 2018	37%	45%
2018 - 2019	37%	30%
2019-2020	38%	39%
2020-2021 Goal	To be determined	>=39%

Year	2015 – 2016	2016 - 2017	2017 - 2018	2018-2019	2019-2020 Goal
Ask, Listen, Refer	204	221	1,058	928	>928

BUDGET:

Fall Semester

Item	Justification	Estimated Budget
Pizza and Pop for Pizza with Police/ Or Similar event-if can be held in a healthy and safe environment	Incentive for students to attend Pizza with Police events	\$300
Social norms posters	Implement social norms campaign with printed materials	\$200
Social norms social media	Boosted posts for social media campaign	\$200
Mental Health Awareness Week- Connect 2 U	Programming for MHAW- Connect 2 U	\$500
Prizes for RHA events	Late night alternative programming provided in conjunction with Residence Hall Association	\$500

ThinkFast Game Show/or Similar programming if can be facilitated in a healthy and safe environment	Late night alternative programming provided in conjunction with Athletics	\$1,000
Informational Folders for trainings that highlight- MSSU PIP	Folders to be used at training events to get MSSU PIP's name and awareness out to the campus community	\$845
Total for Fall Semester		\$3,545

Spring Semester

Item	Justification	Estimated Budget
Healthy Relationship Contest	Alternative activity, promotion of healthy relationships and importance to mental health	\$300
Meeting of the Minds- Hotel, Registration, and rental car	Attendance at Meeting of the Minds	\$4,500
DeStress Fest	Programming for DeStress Fest	\$500
Promotional items	MOSO PIP promotional items	\$655
Professional Development Opportunities	Funding for professional development opportunities	\$500
Total Spring Semester		\$6,455
Total Entire Year		\$10,000