

NEOSHO COUNTY  
COMMUNITY COLLEGE

Annual Campus Security  
and Fire Safety Report

2019



# Campus Security

Everyone has the right to attend college in a safe and secure environment. To insure this fundamental right, Neosho County Community College (NCCC) needs your help. Safety and security are everyone's responsibility: familiarize yourself with recommended security and prevention methods. The Dean of Student Services at Neosho County Community College, on an annual basis, gathers calendar year statistical information regarding crime on campus, at branch campuses, in or on a non-campus building or property involving NCCC students or staff during NCCC related activities or events.

Data is collected every year and the Annual Security Report is updated and distributed to all current students, employees and the community every October.

## **HANDGUN EXCEPTION TO WEAPONS POLICY**

In accordance with the Kansas Personal and Family Protection Act, K.S.A. 75-7c01 et seq., as amended (the "Act") and other applicable Federal/State laws, it is permissible and will not be a violation of the NCCC Weapons Policy for the carrying of a concealed Handgun on Campus as permitted and specifically allowed by the Act, and also in accordance with the Concealed Carry Restrictions set forth below.

### **Concealed Carry Restrictions:**

Concealed Carry: Each individual who lawfully possesses a Handgun on Campus (must be at least 21 years of age) shall be wholly and solely responsible for carrying, storing and using that Handgun in a safe manner and in accordance with the law and this Policy. Individuals who carry a Handgun on Campus must carry it concealed on or about their person at all times. "Concealed" means completely hidden from view and does not reveal the Handgun in any way, shape or form. "About" the person means that an individual may carry a Handgun if it can be carried securely in a suitable carrier, such as a backpack, purse, handbag or other personal carrier designed and intended for the carrying of an individual's personal items. Moreover, the carrier must at all times remain within the exclusive and uninterrupted control of the individual. This includes wearing the carrier with one or more straps consistent with the carrier's design, carrying or holding the carrier or setting the carrier next to or within the immediate reach/control of the individual. It shall be a violation of this Policy to openly display any lawfully possessed Handgun while on Campus.

Statutory Restrictions: Kansas Statutes define when an individual is permitted to carry a concealed Handgun and impose criminal penalties for violations. Violation of State and Federal Laws, Rules, and Regulations applicable to firearms in general and concealed Handguns specifically is a violation of this Policy.

Location Restrictions: Certain Campus buildings and/or Public Areas (as defined at K.S.A. 75-7c20) within Campus buildings can be permanently or temporarily designated to prohibit concealed Handguns. There are no Campus buildings or Public Areas that have been permanently designated to prohibit concealed Handguns with Adequate Security Measures (ASMs) in place. However, the NCCC Vice President for Operations (VPO) may temporarily designate a specific location as prohibiting concealed Handguns and use temporary ASMs as defined and required by law. Appropriate notice will be given whenever this temporary designation is made.

Campus locations leased by NCCC or used for Off-Campus Activity, and owned by an entity that may lawfully exclude or permit firearms at their premises (concealed or otherwise), may choose at their sole discretion to exclude or permit Handguns from their premises, notwithstanding a lease or use arrangement with NCCC. If Handguns are excluded at such locations and would otherwise be permitted by this Policy, individuals are expected to comply with the rules imposed by the location.

**Safety Requirements:** To reduce the risk of accidental discharge on Campus, when carrying a concealed Handgun on Campus (whether on the person or in a carrier), the concealed Handgun is to be secured in a holster that completely covers the trigger and the entire trigger guard area and that secures an external hammer in an un-cocked position through the use of a strap or by other means. The holster is to have sufficient tension or grip on the Handgun to retain it in the holster even when subjected to unexpected jostling. Handguns with an external safety are to be carried with the safety in the “on” position. Semiautomatic Handguns are to be carried without a chambered round of ammunition and revolvers with the hammer resting on an empty cylinder.

**Storage:** Handgun storage is not provided by NCCC. Individuals may store a Handgun in the individual’s vehicle when the vehicle is locked and the Handgun is secured in a location within the vehicle that is not visible from outside the vehicle; Handgun storage by any other means is prohibited.

Specifically, it is prohibited for any individual to store a Handgun: i) in a vehicle that is unlocked or when the Handgun is visible from outside the vehicle, ii) in an individual’s office, iii) in an unattended backpack/carrier, iv) in any type of locker or v) in any other location and under any circumstances except as specifically permitted by this Policy and by state and federal law.

**Training:** Training on the proper handling of a concealed Handgun is encouraged. All NCCC employees are eligible for NCCC continuing education training reimbursement to supplement training for local, noncredit workshops, which could include a gun safety course (for reimbursement, employees must submit an Application to Staff or Faculty Development). Additionally, NCCC may periodically offer on-campus presentations to students/employees related to safe Handgun practices.

Any report of Weapons on a NCCC Campus will be addressed by local police departments in coordination with NCCC. The lawful carrying of a concealed Handgun should not create concerns on Campus; however, anything other than the lawful carrying of a concealed Handgun has the potential to create confusion and additional risk during police responses.

**Applicability:** This Policy applies to all Neosho County Community College (NCCC or “College”) students, employees and visitors: i) on the NCCC main campus, Ottawa campus, and within locations owned or leased by NCCC that are not part of the NCCC main or Ottawa campuses (collectively, “Campus”), or ii) when attending/participating in or performing College duties at any off-Campus College sponsored or supervised classes, practices, activities or other programs (collectively, “Off-Campus Activity”).

**Enforcement:** Any individual violating this Policy will be subject to appropriate disciplinary action, including but not limited to suspension/expulsion, termination of employment, immediate removal/trespass from the premises and/or arrest. Enforcement of violations of this Policy will be administered by the NCCC Dean of Student Services or Director of Human Resources, as appropriate.

**State and Federal Law:** The foregoing Handgun Exception To Weapons Policy shall be subject to State and Federal Laws, Rules and Regulations as they may be amended or interpreted. If any part of any rule or restriction set forth

above is determined to be unenforceable due to any such law, rule, or regulation, it shall not affect the enforceability of the balance of the policy. The office of the Vice President for Operations (VPO) or designee may from time to time disseminate a summary of Kansas statutory restrictions and definitions which shall thereafter be incorporated in and made a part of this policy.

### **Reporting:**

- Suspected violations of this Policy should be reported to the office of the VPO, designee, or NCCC Safety Officers:
- Call: 620-432-0301 Chanute campus; 785-248-2798 Ottawa campus
- Emergency reports concerning threats or violence on campus:
- Call: 620-432-0301 Chanute campus; 785-248-2798 Ottawa campus
- Walk- in: Operations office, Sanders Hall, Chanute campus only; Dean of Ottawa and Online Campuses, Ottawa campus only
- Via web site: NCCC Share A Concern at [https://cm.maxient.com/reportingform.php?NeoshoCountyCC&layout\\_id=20](https://cm.maxient.com/reportingform.php?NeoshoCountyCC&layout_id=20).
- Call 911

### **Crime Reporting Policies**

If the police department needs to be contacted, students and staff should notify the appropriate college official. The name of the student or staff reporting the criminal offense will be kept confidential. However, the crime itself will not be kept confidential and may be referred to local law enforcement when appropriate.

Do not assume the college already has all of the information needed, or that you might be misinterpreting what you see. The college needs and appreciates your assistance in preventing crime.

### **Timely Warning Policy**

A warning report will be issued to members of the campus community in a timely fashion by the Vice President for Operations or designee if the suspicious acts, criminal actions, or other emergencies could place the campus community in danger: A) no later than the next scheduled day of classes if there is no immediate danger to the campus community or; B) As soon as possible if there is imminent danger to the campus community.

These warnings will be disseminated to students and employees via campus emergency beacons, PC's in the classroom, Panther TextNet, email system, the switchboard operator, and the college safety staff. Warnings to the larger community will be disseminated via social media.

### **Crime Reporting Procedures**

All emergency situations involving: (1) a crime in progress, (2) a medical emergency, (3) a fire should be immediately reported to police at 911. All campus phones may be used to dial 911 at no charge.

All crimes should be reported to the Dean of Student Services at 620-212-1153, Vice President for Operations at 620-212-3750, or Residence Hall Staff at 913-396-9704. To provide the best information in the quickest manner, it is recommended to make reports by phone or in person, but texting is available. To report a crime anonymously, text Operations at 620-212-3750.

When calling for either emergency or non-emergency service, be prepared to:

1. Clearly identify yourself
2. State where you are calling from
3. State briefly, the nature of your call. If possible, stay

on the line unless otherwise advised by the dispatcher. The dispatcher will summon public safety or the appropriate police, fire and/or medical service.

**Members of the college community are strongly encouraged to report all crimes and suspicious activity to the Vice President for Operations, the Dean of Student Services, or local law enforcement in a prompt and timely manner.**

As an added security measure, “Blue Light” non-dial outdoor emergency telephones are located at strategic points on both campuses. These phones are easily identified by the word “Emergency” and their distinctive blue lights. When the button is pushed the caller is in immediate contact with the local police department. In addition to providing voice contact with a public safety dispatcher, the dispatcher is also able to pinpoint the caller’s location. The emergency buttons on these phones are for emergency use only. These phones are maintained by Technology Services and provide communication for reporting emergencies.

To report any non-emergency incident occurring on campus, contact the Dean of Student Services at (620) 212-1153 or the Vice President for Operations at (620) 212-3750.

### **Access to Campus Facilities**

The Student Union and Chapman Learning Center (CLC) on the Chanute campus and the Teaching and Learning Center (TLC) on the Ottawa campus are designated open or public access. All other facilities are restricted to those who have a legitimate purpose for being on the premises. Others may be asked to leave. Facilities will be secured and locked when classes are not in session. After-hours building access is generally limited. Locks and other equipment necessary to provide security to buildings, contents and occupants are checked regularly. Main campus buildings are generally open from 7:00 a.m. to 10:00 p.m. Monday-Thursday and 7:00 a.m. to 5:00 p.m. Friday. The residence halls and Snyder Chapel are secured 24 hours a day but are accessible with proper student ID. Some facilities may have individual hours, however.

### **Prevention Measures**

The prevention of crime is everyone’s responsibility. Plan ahead and do not place yourself or your possessions in danger.

Keep your books and possessions in your residence hall room and keep it locked.

Always lock your car.

Don’t carry large sums of money.

Take extra care at night. Some proven tips to minimize danger are:

Park in an open, well-lighted spot.

Travel to and from school in pairs whenever possible.

Leave the building with a group of other students.

Always lock your car.

Look inside your car before you open your door to get in.

Be aware of everything and everyone around you.

### **Crime Prevention Programming**

Residence hall programming includes biannual assemblies on such topics as theft, vandalism, bystander training, sexual assault, personal and residence hall safety. Biannual programming is specifically offered on sexual violence awareness, prevention and consequences to all students and employees. NCCC Student Senate sponsors a defense

course annually to all students. In collaboration with HOPE Unlimited, information on stalking, domestic violence and sexual assault is distributed annually to all students and employees. HOPE Unlimited brings travelling displays when available. All students in First Year Seminar, Housing, and Athletics are required to take Get Inclusive online course to provide students risk management tools; strategies for bystander intervention; training to address stalking, abusive relationships, and sexual violence on campus; and training to recognize sexual assault and sexual harassment. This course is also offered, but not required, to all students. The Title IX Coordinator individually trains all athletic teams on an annual basis. NCCC observes National Campus Safety Awareness Month by hosting safety awareness activities, events, and contests.

## **Sexual Violence**

NCCC prohibits sexual misconduct on its campus and college-owned property. “Sexual Misconduct” is a broad term encompassing non-consensual or unwelcome sexual advances (sexual harassment), rape, dating violence, domestic violence, and stalking.

The offender may be a stranger, but is most often a family member or a trusted acquaintance. Anyone can be a victim regardless of age, gender, race or socioeconomic background.

Dating violence is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on the reporting party’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

Domestic violence is defined by law as 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 cohabitating with 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 the at person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Sexual assault is any type of sexual contact or behavior that occurs without the explicit consent of the recipient. Falling under the definition of sexual assault are sexual activities as forced sexual intercourse, forcible sodomy, child molestation, incest, fondling, and attempted rape.

Stalking is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person’s safety or the safety of others or suffer substantial emotional distress. .

### ***If you have been sexually assaulted:***

Get help immediately. In all probability, you will be in shock and should not be alone. Call a friend, a family member, roommate, or another person to come to your immediate aid. Promptly seek medical attention.

Do NOT bathe, douche, or change clothes prior to the emergency room examination.

Contact the police (911). You may request school authorities or another support person to assist you. Reporting can help police identify and apprehend the assailant. Reporting may also help protect other potential victims. There are many options for reporting and you are not obligated to go through the court process. Seek help by reporting to the appropriate office. Students may make a report to Kerry Ranabargar, Vice President of Operations, at 620-432-0301; or Kerrie Coomes, Dean of Student Services, at 620-432-0304. Faculty can make report to Sarah Robb, Vice President of Student Learning, 620-432-0302. Non-faculty personnel can file a report with Karin Jacobson, Director of Human Resources, 620-432-0333.

Upon notice of an alleged sex offense, the College will implement initial remedial, responsible and/or protective actions upon notice of alleged harassment, retaliation and/or discrimination. Such actions could include but are not limited to: No contact orders, providing counseling and/or medical services, academic support, living arrangement adjustments, transportation accommodations, visa and immigration assistance, student financial aid counseling, providing a campus escort, academic or work schedule and assignment accommodations, safety planning, referral to community support resources.

The College will maintain as confidential any accommodations or protective measures, provided confidentiality does not impair the College's ability to provide the accommodations or protective measures.

Alleged parties may also request that directory information be withheld from anyone excluding college officials, including name, current address and telephone number, email address, date of birth, program of study, enrollment status, country of citizenship, participation in student clubs, dates of attendance, diplomas or degrees awarded and the most recent educational institution attended by the student other than NCCC. Once a report of sexual violation is known, NCCC will provide the student or employee with a written explanation of their rights and options.

Remember you are not responsible for the assault. You never lose the right to say "no" under any circumstances. You are not alone if you've been forced or coerced into sexual activity against your will. Advocates are available who care and understand. If you wish to seek confidential reporting and counseling services, please contact Hope Unlimited at 620-365-7566 or the Kansas Crisis Hotline at 888-END-ABUSE. It's **never** too late to seek help.

**Procedures, including investigative procedures, for campus disciplinary action in cases for an alleged sex offense can be found in the NCCC Student Handbook.**

### **Sex Offender**

Due to the Kansas Supreme Court's decision in State v. Myers, 260 Kan. 669 (1996), the Kansas Offender Registration, enacted by K.S.A. 22-4901 et. Seq., contains information only on convicted offenders who committed their offenses after April 14, 1994. The information contained in the registration has been provided by the registrant. The Kansas Bureau of Investigation (KBI) and the sheriff's office cannot guarantee the accuracy of this information. It is common for offenders to move and fail to notify the sheriff's office in their county of residence of that change. This information is updated continuously; however, the KBI cannot guarantee the accuracy day to day. Further information on any registered offender in this file can be obtained from the sheriff's office on the registrant's county of residence or on the state web site: [www.accesskansas.org/kbi/ro.htm](http://www.accesskansas.org/kbi/ro.htm).

### **Code of Conduct**

The primary concern of NCCC is the student and their safety. The college attempts to provide for all students a campus environment that is conducive to academic endeavor and social and individual growth. To that end, rules, regulations and guidelines governing student behavior and the student's relationship with the college have been formulated into a student code of conduct.

Enrollment at Neosho County Community College is considered implicit acceptance of these and other policies applicable to students, all of which are educational in nature and designed to help students understand expectations and accept responsibility for their own actions.

NCCC will, upon written request, disclose to the alleged victim of a crime of violence or a sex offense, the results of any disciplinary hearing conducted by the college against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, NCCC will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.

This Code and other College policies are subject to change without notice. The student is responsible for obtaining all published materials and updates from the Chief Student Affairs Officer's office relating to the Code and to become familiar with other rules and guidelines that have bearing on student behavior and responsibilities. For further information, please refer to the NCCC Student Handbook. An electronic version can also be found on the College's website at [http://www.neosho.edu/Portals/0/Departments/support\\_resources/student\\_handbook.pdf](http://www.neosho.edu/Portals/0/Departments/support_resources/student_handbook.pdf)

### **Violations of NCCC Policies & Procedures**

The following is a specific, although not exhaustive list of NCCC violations. Policies and/or procedures that commonly result in administrative discipline include:

*Academic Integrity*  
*Disorderly Assembly*  
*Sexual Misconduct*

*Discrimination*  
*Liquor law or policy violations*

*Drug law violations*  
*Sex Offenders*

### **Missing Student Notification Policy and Procedures**

If a member of the NCCC community has reason to believe that a student who resides in on-campus housing is missing, he or she should **immediately** notify the Dean of Student Services at (620) 432-0304 or designee, or the Vice President for Operations at (620) 432-0301 or designee. The Dean of Student Services, Vice President for Operations, or designee will generate a missing persons report and initiate an investigation.

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 NCCC in the event the student is determined to be missing for more than 24 hours. If a student has identified such an individual, NCCC will notify that individual no later than 24 hours after the student is determined to be missing. A student who wishes to identify a confidential contact can do so through the NCCC Housing Department by completing the Missing Student Contact Registration Form. 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, should NCCC determine that the student has been missing for 24 hours, NCCC will notify the local law enforcement agency 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 an emancipated individual, NCCC will notify the student's parent or legal guardian immediately after local law enforcement has determined that the student has been missing for 24 hours.

### **Drug & Alcohol Counseling, Treatment & Rehabilitation Programs**

The possession, sale or the furnishing of alcohol on the NCCC campus is governed by NCCC Alcohol Policy and Kansas state law. Laws regarding the possession, sale, consumption or furnishing of alcohol is controlled by the Kansas Department of Alcohol and Beverage Control (ABC). However, the enforcement of alcohol laws on-campus is the primary responsibility of NCCC. The NCCC campus has been designated "Drug Free" and only under certain circumstances is the consumption of alcohol permitted. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by local law enforcement. Violators are subject to campus disciplinary action, criminal prosecution, fine and imprisonment. It is unlawful to sell, furnish or provide alcohol to a person under the age of 21. The possession of alcohol by anyone under 21 years of age in a public place or a place open to the public is illegal. It is also a violation of the NCCC Alcohol Policy for anyone to consume or possess alcohol in any public or private area of campus. Organizations or groups violating alcohol/substance policies or laws may be subject to sanctions by the campus and possibly the local law enforcement.

If you, a family member or friend has a substance abuse problem, the most important factor is to **GET HELP!** NCCC



provides an online alcohol and drug prevention and intervention course. The goal is to provide effective up to date researched based education programs. This class is available through the Dean of Student Services. NCCC employs a licensed substance abuse and addictions counselor whose services are free to all current services.

There are numerous agencies to assist you with the prevention, support or treatment. Some are free of charge. Check with your insurance company about coverage for services. Chanute has a local Alcoholics Anonymous chapter that meets at 7 p.m. Sundays, Tuesdays, Wednesdays and Fridays and 7:30 p.m. Mondays at 301 S. Highland. Narcotics Anonymous meets in the Brighter Beginnings building at 1621 W. 14<sup>th</sup> Street, Chanute, at 7 p.m. Wednesdays. Southeast Kansas Mental Health, 402 S. Kansas, Chanute, is also available. Ottawa students can get information about local AA meetings, 410 S. Hickory, Ottawa, by calling 785-242-7734. The Elizabeth Layton Center, 2537 Eisenhower Road, Ottawa, offers drug and alcohol treatment services. Call 1-877-882-9275 for details.

For more information, contact the Dean of Student Services at 620-432-0304, or kcoomes@neosho.edu.

**Health and Community Help Telephone Numbers:**

AIDS Awareness.....	800-448-0440
AIDS Resource Network .....	800-232-4636
Alcoholic Anonymous .....	620-228-1301
American Pregnancy Helpline.....	866-942-6466
Child Abuse & Neglect Hotline .....	800-922-5330
Crisis Call Center .....	800-273-8255 or text ANSWER to 839863
CyberTipline.....	800-843-5678
DECCA (Ottawa) .....	785-242-7100
Federal Bureau of Investigation (FBI: KC, MO) .....	816-512-8200
	855-835-5324
Kansas Alcohol and Drug Abuse Services .....	866-645-8216
Kansas Alcohol and Drug Abuse Section (SRS) .....	785-296-3925
Kansas Arson/Crime Hotline .....	800-KS-CRIME Kansas Crisis Hotline
(Domestic Violence/Sexual Assault) .....	888-363-2287
Kansas Division of Environment (Emergency Spill Response.....	785-291-3333
Kansas Division of Health (Bioterrorism Incident) .....	877-427-7317
Kansas Epidemiologic Services (Reportable Diseases).....	877-427-7317
Kansas State Fire Marshall .....	785-296-3401
National Institute on Drug Abuse .....	800-662-4357
National Cocaine Hotline.....	866-643-6144
National Clearing House .....	800 SayNoTo
Mid-America Poison Control Center .....	800-222-1222
National Response Center.....	800-424-8802
(Toxic Chemicals Spills, Oil Spills, Terrorist Threats)	
National Runaway Switchboard .....	800-RUNAWAY
National Suicide Prevention Lifeline .....	800-273-8255
Rape, Abuse, and Incest National Network .....	800-656-HOPE (4673)
Southeast Kansas Mental Health Center .....	620-431-7890
.....	785-823-6322 Ottawa
SPEAK UP.....	866-SPEAK-UP (773-2587)
The Trevor Lifeline.....	866-4-U-TREVOR (488-7386)

**Franklin County Health Department**

1418 South Main

Suite 1.....785-229-3530

Ottawa, KS. 66067-3544.....785-229-3529

**POLICIES ON PORTABLE ELECTRICAL APPLIANCES, SMOKING, AND OPEN FLAMES IN RESIDENTIAL HOUSING**

U.L. approved appliances with fully enclosed heating elements and/or electrical wiring are permitted. **Hot plates, halogen lamps, open coil appliances, electrical space heaters and appliances that could “melt down” if left unattended constitute a fire hazard and are prohibited.** Use of electrical extension cords **is prohibited.** Small electrical appliances such as popcorn poppers, toasters, and Foreman grills **are prohibited.** The use of U.L. approved surge protection strips is required. Small microwaves and refrigerators are allowed in student housing. The college reserves the right to control amperage used in each room. Open flames in the residence halls are prohibited. This includes candles and incense. Furthermore, any other item that requires the use of an open flame for igniting purposes is also prohibited. Smoking is strictly prohibited within any college vehicle or building, owned, leased, or rented by the College, including all distant campuses, sites, or locations. Use of smoke products is prohibited in any College building or property, although it is permitted in the individual’s vehicle.

A fire drill is conducted at least twice per semester and provides an opportunity for residents and staff to practice evacuating the building and to understand the importance of personal safety in the event of an emergency. All persons in the building must participate in the fire drill and evacuate the building. Residents who do not comply with this regulation are subject to disciplinary action and fines. **Residents shall consider any fire alarm real and evacuate the building immediately.** Residents are to move to the grassy area in between Stoltz Hall and the P3 parking lot or take shelter in Stoltz Hall in inclement weather.

Fire safety education programs for all resident students are held at the beginning of each semester. These programs are taught by residence and safety staff and are designed to: familiarize everyone with the fire safety systems in each facility, train everyone on procedures to be followed in case there of fire and distribute information on NCCC’s fire safety policies.

**In case of an emergency, call “911” or notify the Residence Life Staff (913) 396-9704 or Safety Officers (620) 212-2854.**

If you find fire in any of the residence halls you should:

1. Pull the closest fire alarm.
2. Call “911.”
3. Locate a Safety Officer, if possible.
4. Fire extinguishers are provided in each hallway.
5. Evacuate the building. Those students that live at the end of the hall up to the study areas on each wing will evacuate from the building using the side fire escape doors. All other students must quickly move to the front entrance. NCCC 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. All emergency evacuation procedures can be found in the Emergency Action Plan located on the NCCC webpage at [www.neosho.edu](http://www.neosho.edu). Click on the Safety and Security page and scroll to NCCC Emergency Action Plan.

**CAMPUS SAFETY INFORMATION GLOSSARY**

**Definitions of reportable incidents and locations**

**Offense Type**

*FBI Uniform Crime Reporting National Incident Base Reporting Board Standards definitions. When not in conflict with the Clery Act, the standards of the FBI’s Uniform Crime Reporting program are used.*

**Aggravated Assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or

aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.

**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, etc.

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

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

**Hate crimes:** Are defined according to the FBI Uniform Crime Reporting Standards as: A criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias against a race, religion, disability, ethnicity/national origin, or sexual-orientation. For an incident to be considered a hate crime, it must be a component of one of the following crimes: murder, manslaughter, a forcible sex offense, a non-forcible sex offense, robbery, aggravated assault, burglary, arson, or motor vehicle theft. There must be objective evidence that the victim of these listed crimes was chosen on the basis of actual or perceived race, gender, gender identity, religion, sexual orientation, ethnicity, national origin, or disability.

**Liquor Law Violations:** The violation of laws or ordinance prohibiting the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the aforementioned.

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned-including joy riding).

**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. 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, violence, and/or causing the victim fear.

**Sexual Assault (Sex Offenses):**

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

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

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

**Weapon Law Violations:** The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: Manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned.

REPORTED FOR:	NCCC Chanute Campus				Non-campus Buildings or Property			Public Property			
	TYPE OF OFFENSE	2016	2017	2018		2016	2017	2018	2016	2017	2018
				Res. Hall	Total						
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	
Manslaughter by negligence	0	0	0	0	0	0	0	0	0	0	
Rape	0	0	0	0	0	0	0	0	0	0	
Fondling	0	0	0	0	0	0	0	0	0	0	
Incest	0	0	0	0	0	0	0	0	0	0	
Statutory Rape	0	0	0	0	0	0	0	0	0	0	
Robbery	0	0	0	0	0	0	0	0	0	0	
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	
Burglary	1	0	0	0	0	0	0	0	0	0	
Motor vehicle theft	0	0	0	0	0	0	0	0	0	0	
Arson	0	0	0	0	0	0	0	0	0	0	
Domestic Violence	1	0	0	0	0	0	0	0	0	0	
Dating Violence	0	1	0	0	0	0	0	0	0	0	
Stalking	0	0	0	0	0	0	0	0	0	0	
ARRESTS/REFERRALS FOR SELECTED OFFENSES Offense Type (includes attempts)	2016	2017	2018		2016	2017	2018	2016	2017	2018	
			Res. Hall	Total							
<b>Liquor Law Violations</b>											
Arrests	2	1	0	0	0	0	0	0	0	0	
Referrals	73	44	37	37	0	0	0	0	0	0	
<b>Drug Law Violations</b>											
Arrests	0	1	0	0	0	0	0	0	1	0	
Referrals	0	1	4	4	0	0	0	0	0	2	
<b>Weapons Law Violations</b>											
Arrests	0	0	0	0	0	0	0	0	0	0	
Referrals	0	0	0	0	0	0	0	0	0	0	
<b>Annual Fire Safety Report 2018- Chanute</b>											
Non-Residential Facilities	Total fires in Each Bldg.	Fire Number	Date	Cause of Fire	Number of injuries that required medical treatment	Number of deaths related to fire	Value of property damage caused by fire	Case #			
Student Union/Gym	0				0	0					
Sander's Hall	0				0	0					
Stoltz Hall	0				0	0					
Chapman Library/Snyder Chapel	0				0	0					
Rowland/Multi-purpose	0				0	0					
<b>Chanute Fire Safety Systems</b>											
Residential Facilities	Fire Alarm Monitoring Done on Site by local fire department	Partial Sprinkler System	Full Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans/Placards	Number of evacuation (fire) drills				
2	x		Bideau	x	x	x	5				

	x		NeoKan		x	x	x	x	2	
<b>REPORTED FOR:</b>	NCCC Ottawa Campus				Non-campus Buildings or Property			Public Property		
<b>TYPE OF OFFENSE</b>	2016	2017	2018		2016	2017	2018	2016	2017	2018
			Res. Hall	Total						
Murder/non-negligent manslaughter	0	0	N/A	0	0	0	0	0	0	0
Negligent manslaughter	0	0	N/A	0	0	0	0	0	0	0
Forcible sex offenses	0	0	N/A	0	0	0	0	0	0	0
Non-forcible Sex Offenses	0	0	N/A	0	0	0	0	0	0	0
Robbery	0	0	N/A	0	0	0	0	0	0	0
Aggravated Assault/Injury	0	0	N/A	0	0	0	0	0	0	0
Burglary	0	0	N/A	0	0	0	0	0	0	0
Motor vehicle theft	0	0	N/A	0	0	0	0	0	0	0
Arson	0	0	N/A	0	0	0	0	0	0	0
Domestic Violence	0	0	N/A	0	0	0	0	0	0	0
Dating Violence	0	0	N/A	0	0	0	0	0	0	0
Stalking	0	0	N/A	0	0	0	0	0	0	0
<b>ARRESTS/REFERRALS FOR SELECTED OFFENSES</b> Offense Type (includes attempts)	2016	2017	2018		2016	2017	2018	2016	2017	2018
			Res. Hall	Total						
<b>Liquor Law Violations</b>										
Arrests	0	0	N/A	0	N/A	N/A	N/A	0	0	0
Referrals	0	0	N/A	0	N/A	N/A	N/A	0	0	0
<b>Drug Law Violations</b>										
Arrests	0	0	N/A	0	N/A	N/A	N/A	0	0	0
Referrals	0	0	N/A	0	N/A	N/A	N/A	0	0	0
<b>Weapons Law Violations</b>										
Arrests	0	0	N/A	0	N/A	N/A	N/A	0	0	0
Referrals	0	0	N/A	0	N/A	N/A	N/A	0	0	0

### Location

The crime statistics reported are broken down geographically according to the following categories: Total Campus including any residential facilities; Non-Campus Building or Property; and Public Property.

#### **The following definitions apply to the categories:**

**Campus:** (1) Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and (2) Any building or property that is within or reasonably contiguous to the area identified in paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

**Residential facility:** Includes those buildings designated as Residence Halls.

**Non-campus building or property:** Any building or property owned or controlled by a student organization, such as a fraternity or sorority, that is officially recognized by the institution; or (2) Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

**Public property:** All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within



CRIMES REPORTED FOR:	NCCC Chanute Campus				Non-campus Buildings or Property			Public Property		
	2016	2017	2018		2016	2017	2018	2016	2017	2018
			Res. Hall	Total						
(by prejudices)										
Race	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0
<b>TYPE OF OFFENSE (Hate Crimes)</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>		<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
			Res. Hall	Total						
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0
Sexual Assault	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0
Destruction, Damage/Vandalism of Property	0	0	0	0	0	0	0	0	0	0
CRIMES REPORTED FOR:	NCCC Ottawa Campus				Non-campus Buildings or Property			Public Property		
HATE CRIMES (by prejudices)	2016	2017	2018		2016	2017	2018	2016	2017	2018
			Res. Hall	Total						
Race	0	0	N/A	0	0	0	0	0	0	0
Gender	0	0	N/A	0	0	0	0	0	0	0
Gender Identity	0	0	N/A	0	0	0	0	0	0	0
Religion	0	0	N/A	0	0	0	0	0	0	0
Sexual Orientation	0	0	N/A	0	0	0	0	0	0	0
Ethnicity	0	0	N/A	0	0	0	0	0	0	0
National Origin	0	0	N/A	0	0	0	0	0	0	0
Disability	0	0	N/A	0	0	0	0	0	0	0
<b>TYPE OF OFFENSE (Hate Crimes)</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>		<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
			Res. Hall	Total						
Murder/non-negligent manslaughter	0	0	N/A	0	0	0	0	0	0	0
Sexual Assault	0	0	N/A	0	0	0	0	0	0	0
Robbery	0	0	N/A	0	0	0	0	0	0	0
Aggravated Assault	0	0	N/A	0	0	0	0	0	0	0



Burglary	0	0	N/A	0	0	0	0	0	0	0
Motor vehicle theft	0	0	N/A	0	0	0	0	0	0	0
Arson	0	0	N/A	0	0	0	0	0	0	0
Larceny-theft	0	0	N/A	0	0	0	0	0	0	0
Simple Assault	0	0	N/A	0	0	0	0	0	0	0
Intimidation	0	0	N/A	0	0	0	0	0	0	0
Destruction, Damage, or Vandalism of Property	0	0	N/A	0	0	0	0	0	0	0

Per federal law, NCCC is required to disclose statistical data on all fires that occur in college housing. Everyone should always call 911 to report any active fire.

However, if you find evidence of a fire on the Chanute campus that may not have been reported, the non-emergency contact is Ben Smith at 620-433-0789. If you find evidence of a fire on the Ottawa campus that may not have been reported, the non-emergency contact is Dale Ernst at 913-940-0708.