



Annual Security and Fire Safety Report 2023-2024

**ST. CHARLES COMMUNITY COLLEGE
4601 MID RIVERS MALL DRIVE
COTTLEVILLE, MO 63376**

**1 ACADEMY PLACE
DARDENNE PRAIRIE, MO 63368**

**209 W. PEARCE BLVD.
WENTZVILLE, MO 63385**



Annual Security and Fire Safety Report

(Crime statistics for calendar year 2022)

Department of Public Safety - Campus Police (636) 922-8545

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ST. CHARLES COMMUNITY COLLEGE

2022 / 2023

ANNUAL SECURITY REPORT

SCC Department of Public Safety / Campus Police (DPS)

Members of the Department of Public Safety/Campus Police are conservators of the peace on campus. They work with local, state and federal law enforcement agencies, and they seek to protect life and property and to preserve a secure campus environment. The Department of Public Safety/Campus Police station is located near the Purple Parking Lot directly across from Student Housing. Department of Public Safety/Campus Police personnel are available 24 hours a day and will respond immediately to your location.

Main Campus address: 4601 Mid Rivers Mall Drive, Cottleville, Missouri 63376

Main campus Police Station address: 1019 Campus Lake Drive, Cottleville, Missouri 63376.

The Dardenne Creek Campus (DCC) located in Dardenne Prairie, MO is staffed with St. Charles Community College Department of Public Safety (DPS) / Campus Police personnel stationed at the main entrance of the facility, during normal operating hours while classes are in session (MON-THU: 7:00am – 10:00pm and FRI: 7:00am – 3:00pm). For any emergencies at this location dial 9-1-1, the SCC-DPS main dispatch number at 636-922-8545, or after normal operating hours call the responding agency to this location, the St. Charles County Police Department, 636-949-3000.

DCC building addresses:

Center for Healthy Living (CHL) – 1 Academy Place, Dardenne Prairie, Missouri 63368.

Food To Table Institute (FTTI) – 3 Academy Place, Dardenne Prairie, Missouri 63368

Technical Campus – Wentzville (TCW) is located in Wentzville, MO, and is provided Police and Fire/EMS services locally by the Wentzville Police Department, and Wentzville Fire Protection District. Crime investigations and incident reporting is also provided by the SCC Campus Police Department. For emergencies dial 9-1-1. To contact specific departments directly:

Wentzville Police Department – (636) 327-5105

Wentzville Fire Protection District – (636) 332-9869

SCC Campus Police Department – (636) 922-8545

Technical Campus – Wentzville (TCW) – 209 W. Pearce Blvd., Wentzville, Missouri 63385

Authority of the St. Charles Community College Department of Public Safety/Campus Police

The Department of Public Safety/Campus Police employs both armed state licensed police officers and unarmed county licensed security officers. SCC police officers must possess a “Class A” license from the Missouri Department of Public Safety, Peace Officers Standards and Training Commission (POST). SCC public safety officers must possess a security license issued by the Eastern Missouri Police Academy under the authority of the St. Charles County Police Chief.

SCC Campus Police officers are authorized by the State of Missouri under RSMO [178.862](#) which states that the trustees of any junior college district of this state may appoint and employ as many college police officers as they may deem necessary to protect persons, property and to preserve peace and good order in the public buildings, properties, grounds, and other facilities and locations over which they have charge or control.

The college police officers are empowered with the same authority to maintain order, preserve peace and make arrests as held by other certified peace officers in the State of Missouri. College police officers may, in addition, expel from the public buildings, campuses and grounds, persons violating the rules and regulations that may be prescribed by the SCC Board of Trustees.

SCC public safety officers are authorized by the Board of Trustees and are licensed by the St. Charles County Police Department to enforce all college rules, regulations and policies as well as enforce state and local laws on all property owned or leased by the college, which is the property that constitutes their jurisdiction. Security officers have the authority to detain and make arrests for violations of law until the arrival of a police officer.

Clery Act Reporting

The federal law known as the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* (Clery Act) requires institutions of higher education receiving federal student aid to report specified crime statistics on college campuses and to provide other safety and crime information to members of the campus community. The purpose of the Clery Act is to provide the campus community accurate, complete, and timely information about crime and the safety of the campus environment so that they can make informed decisions to keep themselves safe.

The Clery Act requires the reporting of campus crime statistics to all currently enrolled students and employees, as well as the U.S. Department of Education, on an annual basis. At St. Charles Community College, the Department of Public Safety/Campus Police gathers and compiles the information from local law enforcement agencies and Campus Security Authorities for reporting purposes. Crime statistics are gathered for buildings owned or controlled by the institution and used for educational purposes.

SCC's Main Campus is located at 4601 Mid Rivers Mall Drive, Cottleville, MO 63376.

SCC's Dardenne Creek Campus is located at #1 Academy Place, Dardenne Prairie, MO 63368.

A Campus Security Authority (CSA) is a Clery-specific term that encompasses the following groups of individuals: Police and Public Safety Officers, Event Security Staff, and other officials whose job functions involve significant responsibility for student and campus activities, including, but not limited to: Deans or Senior Administrative Personnel, Athletic Coaches, Student Organization Advisors, and staff involved in student discipline issues.

CSAs have an important role in complying with the Clery Act. CSAs should promptly and accurately report all criminal offenses to the Department of Public Safety/Campus Police in order to include reported offenses in the annual statistical disclosure and issue timely warnings for Clery crimes that pose a serious or continuing threat to the campus community.

If a CSA becomes aware of a crime or an incident that may be a crime, the CSA must promptly report the following information to the Department of Public Safety/Campus Police:

- Type of Crime
- Location of Crime
- Date and Time of the Incident
- Date and Time the Incident Was Reported
- Description of the Incident

Other information that is helpful when reporting a crime but is not required:

- Name of Victim.
- Identities of Suspects or Witnesses.
- Description of any weapons used.
- Any injuries involved.

Reporting Crimes and Other Emergencies

All community members, students, faculty, staff and guests are encouraged to promptly and accurately report all crimes and emergencies, including when the victim of a crime elects not to or is unable to make such a report. Crimes and other emergencies for the main campus can be reported to the Department of Public Safety/Campus Police by calling 636-922-8545 (on campus, dial 8545) or by dialing 9-1-1. Those at the Dardenne Creek Campus (DCC) campus should report all crimes to both the Department of Public Safety/Campus Police and the St. Charles County Police Department, 636-949-3000. Dial 9-1-1 in an emergency.

Individuals should report all criminal actions or emergencies to the Department of Public Safety/Campus Police to allow for assessment to determine if a timely warning notice is necessary due to a serious or ongoing threat posed against the campus community. Additionally, by reporting criminal information to the Department of Public Safety/Campus Police, the required statistics can be included in the annual statistical disclosure. St. Charles Community College has procedures for individuals to report crimes on a voluntary, confidential basis for inclusion in the annual crime statistics.

If you are the victim of a crime and do not want to pursue action within the College or the criminal justice system, you may still want to consider making a confidential report. With your permission, a SCC Police and/or Public Safety Officer can file a report on the details of the incident without revealing your identity (except to the Title IX Coordinator in the event of a reported sex offense or sexual harassment). The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to enhance the future safety of yourself and others. With such information, SCC can keep an accurate record of the number of incidents involving students, employees, and visitors; determine where there is a pattern of crime with regard to a particular location, method, or assailant; and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

Professional counselors, when functioning within the scope of their license or certification, are not considered to be Campus Security Authorities and are exempt from reporting requirements. These professionals are not exempt, however, when they are serving in another capacity on campus that involves a function that qualifies them as a CSA (such as advising a student organization). Professional counselors are encouraged to inform persons they are counseling of the voluntary, confidential reporting procedures for the crime to be included in the annual security report.

Response to a Report

In response to a call, the Department of Public Safety/Campus Police will take the required action, either dispatching an officer or asking the victim to report to the Department of Public Safety/Campus Police, to file an incident report. The Department of Public Safety/Campus Police will investigate all incidents of crime or criminal activity on campus and forward incident reports involving students to the Director of Student Life for review and appropriate follow-up. The Cottleville Police Department and other local law enforcement agencies may assist St. Charles Community College Campus Police when requested. The St. Charles County Police Department will investigate crimes occurring at the Dardenne Creek Campus (DCC). SCC Campus Police will monitor/assist with these investigations and if warranted, issue timely warnings to the campus community.

A crime log (inclusive of both campuses) is available for public inspection in the Campus Police Department located on the purple parking lot, and at the Public Safety desk in the main hallway at the DCC campus. Crime information may be withheld if there is clear and convincing evidence that the release of the information would jeopardize an ongoing criminal investigation or the safety of an individual; cause a suspect to flee or evade detection; or result in the destruction of evidence. The information will be disclosed once the adverse effect described above is no longer likely to occur.

Seminars Available on Safety and Security Issues

The Department of Public Safety/Campus Police and the Department of Academic Affairs and Enrollment Management offer security awareness and crime prevention programs bi-annually and during the school year upon request. Topics for these seminars include security procedures and practices, personal safety, sexual assault prevention, drug, and alcohol abuse, and responding to violent intruders on campus. At these seminars, students, faculty, and staff are informed about security procedures and practices and are encouraged to be responsible for their own security and the security of others. Additional crime prevention and security awareness programs offered to students and employees are listed under **Education and Prevention Programs** (Page 17).

DPS Is Here for Your Safety and Assistance

The Department of Public Safety/Campus Police is responsible for safety, security, and law enforcement on all main SCC campus property. Inside the buildings there are emergency phones located in all hallways, classrooms, and elevators. On the outside there are emergency telephones located on parking lots that ring directly to the Campus Police Dispatcher. Blue lights are above each phone to make them more visible from a distance.

Exterior emergency phones are located in the following locations:

Main Campus:

- Red Parking Extension, Sidewalk to Administration Building
- Red Parking Lot, in Front of Administration Building
- Green Parking Lot, Sidewalk Between Green & Blue Lots
- Blue Parking Lot, Near Learning Resource Center
- Yellow Parking Lot, Near Social Sciences Building
- Purple Parking Lot, Sidewalk to Social Sciences Building
- Orange Parking Lot, Sidewalk to Technology Building
- Campus Lake Apartments, southwest corner of the building

Dardenne Creek Campus:

- DCC – East Parking Lot
- DCC – Center Parking Lot
- DCC – Agriculture and Food Sciences Building Parking Lot

All emergency phones are answered around the clock, seven days a week by public safety personnel.

The Department of Public Safety/Campus Police will provide parking lot escorts, day, or night, for anyone concerned about his/her personal safety.

The SCC main campus is located within the City of Cottleville, Missouri. The Cottleville Police Department and the St. Charles Community College Police Department maintain a strong working relationship, without an MOU, and have a mutual aid agreement to assist each other in providing law enforcement services to the college community. The agreement does pertain to the investigation of criminal incidents. SCC Campus Police and the Cottleville Police Department may, if necessary, request the assistance from the St. Charles County Police Department to handle serious criminal investigations which require special technical skills and equipment. The College utilizes local police to monitor and record criminal activity at non-campus locations of student organizations officially recognized by the institution, including student organizations.

The DCC campus is located within the City of Dardenne Prairie, Missouri. Security and law enforcement services are provided by the SCC Department of Public Safety / Campus Police Department during normal operating hours. In addition, the St. Charles County Police Department provides law enforcement services to this location. SCC's Campus Police Department maintains a strong working relationship, without an MOU, with the St. Charles County Police Department and will assist / monitor any criminal investigations at this location.

Timely Warning Notices

In the event of a crime which may pose a serious or on-going threat to students and employees at either campus, the Department of Public Safety/Campus Police will issue "timely warning" crime bulletins. Such warnings will be provided to students and employees in a manner that is timely, withholds the names of victims as confidential, and will aid in the prevention of similar occurrences.

Timely Warnings are usually distributed for the following Uniformed Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) classifications: major incidents of arson, murder/non-negligent manslaughter, and robbery. Timely warnings may be issued for other Clery Act crime classifications when the Department of Public Safety/Campus Police determines such crimes pose a serious or on-going threat to students and employees. Cases of aggravated assault and sex offenses are considered on a case-by-case basis, depending on the facts of the case and the information known by the Department of Public Safety/Campus Police. For example, if an assault occurs between two students who have a disagreement, there may be no on-going threat to other SCC community members and a timely warning would not be issued. In cases involving sexual assault, they are often reported long after the incident occurred, thus there is no ability to distribute a "timely" warning notice to the community. Sex offenses will be considered on a case by case basis depending on when and where the incident occurred, when it was reported, and the amount of information known by the Department of Public Safety/Campus Police.

An institution is not required to provide a "Timely Warning" with respect to crimes reported to a pastoral or professional counselor.

The Director of the Department of Public Safety/Campus Police or designee typically will write the Timely Warning. They will review and revise the text as needed then transmit the email containing the Timely Warning to the entire college community. In lieu of the Director of the Department of Public Safety/Campus Police, the Vice President for Marketing and Student Life will generate this communication.

Emergency Notifications and Response

When a serious incident occurs that causes an immediate threat to the main campus, the first responders to the scene are usually the St. Charles Community College Police and Public Safety Officers. Surrounding municipalities, as well as the St. Charles County Ambulance District and Cottleville Fire Protection District, may also respond if their assistance is needed. Depending on the nature of the incident other St. Charles Community College departments, as well as other contractors or agencies, may be involved in responding to the incident.

First responders to serious incidents causing immediate threats to the DCC campus will be the on-duty SCC Campus Police Officer during normal business hours, with additional assistance from the St. Charles County Police Department, 636-949-3000, as well as the St. Charles County Ambulance District and the Wentzville Fire Department, 636-332-9869, who may also respond.

College departments and building team leaders are responsible for developing contingency plans for their staff and areas of responsibility. The college conducts announced and/or unannounced emergency response drills each year, such as table top exercises, functional exercises, and tests of the emergency notification systems on campus. These tests are designed to assess and evaluate the emergency plans and capabilities of the college.

The college has general evacuation guidelines in the event that a segment of the campus needs to be evacuated. This plan can be affected by a myriad of factors including the type of threat, occupancy of buildings and surrounding areas at the time of the incident, etc. Therefore, specific information about a multi-building or area evacuation cannot be shared with the campus community in advance.

Prior to Evacuation

Communication should be accomplished in person, through telecommunications, or through the use of runners.

- A high visibility vest and/or other appropriate equipment/materials may be located in the Facility Offices.
- The Facility Leader, their Alternate, or their designee (i.e., Administrative Assistant) should bring out this equipment.
- The Building Safety Team should gather to await assignments in the designated evacuation area.
- The Facility Leader, their Alternate, or their designee should make assignments as needed.
- A Facility Occupant should call 9-1-1 to Report the Emergency.

During the Evacuation

When an alert is made, everyone must evacuate. Staff members that have been issued emergency equipment should take that equipment with them prior to exiting the area. If staff members are known to be out of the area, their equipment should be gathered up and taken outside during the evacuation. The Facility Leader, their Alternate, or their designee should bring out the high visibility vest and/or other equipment/materials.

- On the way out, check on others who might have disabilities or other special needs.
- Help them as much as is reasonable and safe.
- Once outside of the building, all staff should report to the designated evacuation area.
- A Primary Event Manager may be established, and they may put on the vest.
- The remaining staff should be assigned an area entrance/exit to monitor.
- Entrances/Exits should be covered as well as possible given the staff present at the time.
- Staff assigned to an area entrance should attempt to:
 - Keep people at a safe distance from the area.
 - Keep others from entering the area prior to the all-clear.
 - Monitor the status of the event.

In the event the DCC buildings need to be evacuated, faculty or their designee will escort all occupants outside utilizing the nearest exit. All students are to report to the evacuation assembly area (grassy field north of the main building, or garden field next to the culinary and agriculture building).

Fire

When a building fire alarm sounds, SCC mandates that everyone must evacuate the building.

- Close your door as you leave.
- If possible, know at least two escape routes from wherever you are.
- If smoke or flame is detected, and no alarm is sounding, alert others as you exit.
- During the evacuation, go to the nearest exit or exit stairwell.
- Do not use the elevator, if there is one.
- If smoke is present, keep low to the floor.
- Once outside, move away from the area.

When Evacuation is Not Possible

In a fire or fire alarm situation, always check doors to see if they are hot or warm to the touch before you open them. If heat or smoke prevents you from evacuating:

- Return to your room and use towels or other cloth items to seal around the door.
- Hang a white object in the window and reclose the window (if it opens) as much as possible.
- Do not reopen your window (if it opens) unless forced to do so by smoke.
- After you have sealed your door, immediately call 9-1-1 and advise emergency responders of your location and situation. Wait for help to arrive.

Post Incident

- At the completion of the incident, the Fire/Rescue Department, or other appropriate Emergency Official(s), should release the building to the Facility Leadership. The facility should be pronounced all clear, or clear with conditions for re-occupancy. The Facility Leadership should then communicate the all-clear or the clear with conditions to the area entrance monitors in person, via communications equipment, or by the use of a runner.
- On the way in, staff members should check on others who might have disabilities or other special needs and assist them as much as is reasonable and safe.

Sheltering in Place

Because sheltering in place may be the protective action recommendation for several emergencies with differing risks, and because sometimes the initial recommendation is to shelter in place followed by relocation, there is no single set of shelter in place procedures. Based on the type of emergency, such as Tornado, Hostile Intruder, or Hazardous Material Release Outside, you should consult each relevant section for guidance.

If sheltering in place is required at the Dardenne Creek Campus - for the main building, faculty or their designees will escort all occupants to the safe location areas, either rooms 116/124 or the 1st floor restrooms. Faculty members are responsible for taking attendance and will advise when it's safe to return to their classrooms. For the Agriculture and Food Sciences Building, occupants should go to the men's or women's restrooms.

Emergencies change as they progress. The questions to ask yourself are: Am I safer inside or outside? Where am I safest inside? Where am I safest outside?

SCC will immediately notify the campus communities upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff occurring on either campus.

If the SCC Department of Public Safety/Campus Police confirms (with the assistance of key campus administrators, local first responders or the National Weather Service) that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the SCC community, Department of Public Safety/Campus Police will collaborate with Marketing and Communications to determine the content of the message and will use some or all of the systems described below to communicate the threat to the SCC community or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population.

The SCC Department of Public Safety/Campus Police 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 and first responders (including, but not limited to, SCC Department of Public Safety/Campus Police, the Cottleville Police Department, Cottleville Fire Protection District, St. Charles County Police Department, and the Wentzville Fire Department) compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. Follow-up information pertaining to a significant emergency or dangerous situation on campus will be sent using some or all of the systems listed below. The College will post updates during a critical incident on the college website at <http://www.stchas.edu>. Members of the larger community who are interested in receiving information about emergencies on campus should sign up for the emergency text message system and should refer to the SCC website for pertinent updates.

Methods of Notification to Campus Community

Notifications may be made by a public address system, text messaging system, email, (in addition to face-to-face communications, as appropriate) or other methods such as phone calls to each building's team leaders and/or signage posted outside classroom doors, if needed.

| Communication | Primary Message Creator | Secondary Message Creator | Message Approval | Primary Message Sender | Secondary Message Sender |
|----------------------|--|--|--|--|--|
| Student Email | Chief of Staff | Director of Public Safety/ Police Chief or Designee | Chief of Staff or Director of Public Safety/ Police Chief | Chief of Staff or Designee | Director of Public Safety/ Police Chief or Designee |
| Faculty/Staff Email | Director of Public Safety/ Police Chief or Designee | Chief of Staff | Chief of Staff or Director of Public Safety/ Police Chief | Director of Public Safety/ Police Chief or Designee | Chief of Staff |

| | | | | | |
|--------------|--|----------------|---|--|----------------|
| Text Message | Director of Public Safety/ Police Chief or Designee | Chief of Staff | Chief of Staff or Director of Public Safety/ Police Chief | Director of Public Safety/ Police Chief or Designee | Chief of Staff |
| PA Broadcast | Director of Public Safety/ Police Chief or Designee | Chief of Staff | Chief of Staff or Director of Public Safety/ Police Chief | Director of Public Safety/ Police Chief or Designee | Chief of Staff |

Security and Access of Campus Facilities and Grounds

Access to main campus buildings and grounds is a privilege extended to students, faculty, staff, and guests complying with the rules and regulations as defined by Board Policy. The College encourages an open environment with limited constraints to ensure reasonable protection of all members of the community. The academic and administrative buildings are open, at a minimum, during normal business hours to campus community members as well as guests and visitors. Most facilities have individual hours, and the hours may vary at different times of the year. The grounds are generally open from dawn to dusk allowing access to the walking paths and recreational areas on campus. All buildings and grounds are patrolled 24 hours a day by the Department of Public Safety/Campus Police. For any questions regarding access or use of the campus contact the Department of Public Safety/Campus Police at 636-922-8545.

Officers with the Department of Public Safety/Campus Police conduct routine checks of the lighting on campus during their regular patrol duties. If they observe lights that are out or an area that is poorly lit they will enter a request for service from the Maintenance Department. We encourage the community to report any deficiency in lighting to the Maintenance Department at 636-922-4453 or to the Department of Public Safety/Campus Police.

The Department of Public Safety/Campus Police also conducts scheduled checks of the blue light parking lot phones, building emergency phones, fire extinguishers, panic alarms, CCTV systems, AEDs and first aid supplies. These checks are documented and requests for service entered for any problems found while checking the equipment.

The DCC campus building, and grounds are open during normal operating hours (MON-THU: 7:00am – 10:00pm and FRI: 7:00am – 3:00pm), to campus community members, visitors, and guests. The building and grounds are patrolled by SCC Department of Public Safety / Campus Police Officers during normal operating hours. After normal operating hours the campus is patrolled by the St. Charles County Police Department - (636) 949-3000.

Non-Campus Locations Monitored

SCC currently has no permanent non-campus locations or non-campus student organization housing, however any reported criminal activity occurring during official campus activities involving organizations officially recognized by the institution, including athletic teams and student organizations at non-campus locations, will be reported by the Campus Security Authority (CSA) supervising the event to the SCC Campus Police / Department of Public Safety, in addition to the law enforcement agency which has jurisdiction at the non-campus location. Crime statistics data shall be requested from the law enforcement agencies in these jurisdictions in addition to reports from CSA's, and applicable crime data shall be included in the SCC crime statistics listed in this report.

Weapons Prohibited on Campus

SCC prohibits the possession of all handguns, knives, or other weapons of any kind on either campus. This applies to students, employees, and members of the public. This does not apply to law enforcement officers or licensed security officers. Any person found to be in possession of a weapon of any kind will be ordered to leave the campus and may be subject to prosecution under Missouri law.

Illegal Drug Possession and Alcoholic Beverages

SCC is a drug-free institution and operates within the guidelines set forth in the Drug-Free Schools and Communities Act of 1989, the Anti-Drug Abuse Act of 1988, and the Drug-Free Workplace Act of 1988.

SCC prohibits the unlawful manufacture, possession, use, sale, or distribution of drugs on either campus, college sites, client sites, or at any college-sponsored event. The possession, use, sale, or distribution of alcoholic beverages on campus, college sites, client sites, instructional activities, and at college-sponsored events is prohibited unless specifically approved by the President of SCC. The Department of Public Safety / Campus Police enforces federal and state drug laws in addition to state underage drinking laws.

When alcohol use is approved by the President, all faculty, staff, students, and visitors are expected to observe and obey Missouri State Liquor Control Law (Sec. 311.325 RSMo) stating that any person under the age of 21 cannot purchase, attempt to purchase, possess, or be served any intoxicating beverage.

The use of alcoholic beverages at a campus event shall be subject to approval and supervision by the College. Requests for the President's approval must be made at least 60 days prior to the date of the event. After approval is granted by the College President, notification shall be given to the Vice President for Administrative Services and the Director of Department of Public Safety that alcohol will be present at an event.

The organizer of the event is responsible for obtaining all applicable government liquor licenses. The event organizer will pay the cost of all such licenses.

There is no intent to encourage the use of alcoholic beverages or to force its consumption upon those who object to the use of alcohol on moral, ethical, or religious grounds. This policy is designed to promote legal and responsible behavior regarding alcohol use.

Drug and Alcohol Abuse Education Programs

In compliance with the *Drug Free Schools and Communities Act*, St. Charles Community College has adopted a drug and alcohol abuse prevention program for students and employees. For information about this program, including information pertaining to federal, state, and local sanctions for unlawful possession or distribution of illicit drugs and alcohol; health risks associated with alcohol abuse or illicit drug use; disciplinary sanctions imposed on students and employees; and information regarding treatment programs available for students and employees, please review our latest Drug and Alcohol Prevention Program Report, available at:

<https://www.stchas.edu/docs/pdfs/2021%20-%202022%20Biennial%20Drug%20and%20Alcohol%20Prevention%20Program%20Report.pdf>

Tobacco-Free Policy and Guidelines

SCC is committed to providing an environment that is safe and healthy. Consistent with this policy, SCC became a tobacco-free campus as of January 1, 2007. The use of tobacco, smoking, and simulated smoking products are prohibited on all college property and in all college vehicles. This policy applies to the DCC campus as well.

Compliance with this policy is the shared responsibility of all College personnel. Employees are encouraged to communicate this policy with courtesy, respect, and diplomacy. If difficulties arise with compliance, the Campus Police / Department of Public Safety should be notified.

Students and visitors who persist in violation of the policy will be required to meet with the Public Safety Supervisor. The Public Safety Supervisor may discuss the policy, issue a warning, a fine, or require the violator to attend a workshop sponsored on campus, or a combination thereof.

Students who repeatedly violate the policy may be referred to the Director of Student Life and may be disciplined under the student code of conduct as appropriate.

Violation of this policy by an employee should be reported to the employee's supervisor. Employees who violate this policy and have already been verbally counseled will be subject to the Disciplinary Action policy (Pol. 593.0).

Prohibited usage of products include, but are not limited to, cigarettes, cigars, pipes, electronic cigarettes, E-cigarettes, and smokeless tobacco.

Sex Offenses

“Sexual Misconduct” is a broad term that includes sex discrimination and any non-consensual behavior of a sexual nature committed by force or intimidation or that is otherwise unwelcome. Sexual misconduct includes behaviors such as sexual assault, rape, domestic violence, dating violence, sexual harassment, sexual exploitation, and stalking. *Consensual sexual or romantic relationships may be perceived as or become sexual misconduct. For more information, individuals should refer to: <https://www.stchas.edu/about-scc/administration/board-policies/articlei.05procedure> - and also: <https://www.stchas.edu/about-scc/administration/board-policies/articlei07procedures>

The College prohibits any actions by students, employees, or visitors related to sexual misconduct. The College adheres to Title IX requirements and takes appropriate action to address any concerns related to sexual misconduct in a fair and timely manner.

*Prohibited actions are in compliance with Title IX of the Education Amendments of 1972, Violence Against Women Act (VAWA), Title VII of the Civil Rights Act, Jeanne Clery Act, and similar laws and regulations.

Violence Against Women Act (VAWA) SaVE Act

On March 7, 2013, President Obama signed a bill that strengthened and reauthorized the Violence Against Women Act. Included in the bill was the Campus Sexual Violence Elimination Act (Campus SaVE), which amends the Jeanne Clery Act and affords additional rights to campus victims of sexual violence, dating violence, domestic violence, and stalking. Domestic violence, dating violence, and stalking are defined as follows:

Domestic Violence: Includes asserted violent misdemeanor and felony offenses committed by the victim's current or former spouse, current or former cohabitant, person similarly situated under domestic or family violence law, or anyone else protected under domestic or family violence law.

Dating Violence: Means violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was such a relationship will be gauged by its length, type, and frequency of interaction.

Stalking: Means 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.

St. Charles Community College (SCC) does not discriminate on the basis of sex in its educational programs, and sexual harassment and sexual violence are types of sex discrimination. Other acts can also be forms of sex-based discrimination and are also prohibited, whether sexually based or not, and include dating violence, domestic violence, and stalking. As a result, St. Charles Community College issues this statement of policy to inform the community of our comprehensive plan addressing sexual misconduct, educational programs, and procedures that address sexual assault, domestic violence, dating violence, and stalking, whether the incident occurs on or off campus and when it is reported to a college official. In this context, St. Charles Community College prohibits the offenses of domestic violence, dating violence, sexual assault and stalking and reaffirms its commitment to maintain a campus environment emphasizing the dignity and worth of all members of the college community.

For a complete copy of St. Charles Community College's policy governing sexual misconduct, visit <http://www.stchas.edu/about-scc/board-policies> . Article I.05 covers Romantic Relationships and Article I.07 covers Sexual Harassment.

Definitions

There are numerous terms used by St. Charles Community College in our policy and procedures.

Consent as defined in Missouri Revised Statutes, Chapter 556 Preliminary Provisions (Criminal Code) Section 556.061 (5):

"Consent": 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;

SCC's policy states in order for individuals to engage in sexual activity of any type with each other, there must be clear, knowing and voluntary consent prior to and during sexual activity. Consent can be given by word or action, but non-verbal consent is not as clear. Consent to some form of sexual activity cannot be automatically taken as consent to any other form of sexual activity. Consent must be freely given.

In order to give effective consent, one must be of legal age and capable of making such a decision. 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, incapacitation, 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.

Sexual Assault: "Sexual assault" means an offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting system. A sex offense is any act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

“Rape” is defined as 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.

“Fondling” is defined as the touching of the private parts of another person for the purposes 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” is defined as non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

“Statutory Rape” is defined as non-forcible sexual intercourse with a person who is under the statutory age of consent.

SCC’s policy states that Sexual Assault is actual or attempted physical sexual contact with another person without that person’s consent. Sexual assault includes, but is not limited to:

- Intentional touching of another person’s intimate parts without that person’s consent.
- Other intentional sexual contact with another person without that person’s consent.
- Coercing, forcing, or attempting to coerce or force a person to touch another person’s intimate parts without that person’s consent.
- Penetration, no matter how slight, of (1) the vagina or anus of a person by any body part of another person or by an object, or (2) the mouth of a person by a sex organ of another person, without that person’s consent.
- Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law; or
- Non-forcible sexual intercourse with a person who is under the statutory age of consent.

In order for individuals to engage in sexual activity of any type with each other, there must be clear, knowing and voluntary consent prior to and during sexual activity. Consent can be given by word or action, but non-verbal consent is not as clear. Consent to some form of sexual activity cannot be automatically taken as consent to any other form of sexual activity. Consent must be freely given.

In order to give effective consent, one must be of legal age and capable of making such a decision. 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, incapacitation, 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.

Domestic Violence: The term “domestic violence” means:

1) Felony or misdemeanor crimes of violence committed –

- i. By a current or former spouse or intimate partner of the victim.

- ii. By a person with whom the victim shares a child in common.
- iii. By a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner
- iv. By a person similarly situated to a spouse of the victim under the domestic or family violence law of the jurisdiction in which the crime of violence occurred; or
- v. By any other person against an adult or youth victim who is protected from that person's act under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

2) For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Domestic Violence, as defined in Missouri Revised Statutes, Chapter 455 Abuse – Adults and Children – Shelters and Protective Orders Section 455.010: (5) "Domestic Violence", abuse or stalking committed by a family or household member, as such terms are defined in section:

(1) "Abuse" includes but is not limited to the occurrence of any of the following acts, attempts or threats against a person who may be protected pursuant to this chapter, except abuse shall not include abuse inflicted on a child by accidental means by an adult household member or discipline of a child, including spanking, in a reasonable manner:

- (a) "Assault", purposely or knowingly placing or attempting to place another in fear of physical harm.
- (b) "Battery", purposely or knowingly causing physical harm to another with or without a deadly weapon.
- (c) "Coercion", compelling another by force or threat of force to engage in conduct from which the latter has a right to abstain or to abstain from conduct in which the person has a right to engage.
- (d) "Harassment", engaging in a purposeful or knowing course of conduct involving more than one incident that alarms or causes distress to an adult or child and serves no legitimate purpose. The course of conduct must be such as would cause a reasonable adult or child to suffer substantial emotional distress and must actually cause substantial emotional distress to the petitioner or child. Such conduct might include, but is not limited to:
 - a. Following another about in a public place or places.
 - b. Peering in the window or lingering outside the residence of another; but does not include constitutionally protected activity.
 - (e) "Sexual Assault", causing or attempting to cause another to engage involuntarily in any sexual act by force, threat of force, or duress.

(f) "Unlawful Imprisonment", holding, confining, detaining or abducting another person against that person's will.

Dating Violence: The term "Dating Violence" means violence committed by a person

- 1) Who is or has been in a social relationship of a romantic or intimate nature with the victim and
- 2) The existence of such a relationship shall be 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.

For the purposes of this definition –

- (i) Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- (ii) Dating Violence does not include acts covered under the definition of domestic violence.

For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Dating Violence is considered domestic violence under current Missouri (455.010 (7) RSMo) in the definition for domestic assault based on the definition of "Family" or "Household Member".

SCC's policy states Dating Violence is 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 shall be 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. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

Stalking: The term "Stalking" means 1) Engaging in a course of conduct directed at a specific person that would cause a reasonable person to –

- (i) Fear for the person's safety or the safety of others; or
- (ii) Suffer substantial emotional distress.

2) For the purposes of this definition –

- (i) Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.
- (ii) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

(iii) Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.

3) For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

SCC's policy states Stalking is engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for her or his safety or the safety of others or suffer substantial emotional distress.

For purposes of this definition:

- "Course of conduct" means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.
- "Substantial emotional distress" means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling; and
- "Reasonable person" means a reasonable person under similar circumstances and with similar identities to the victim.

Education and Prevention Programs

St. Charles Community College engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault and stalking that:

- Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and
- Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students and employees that:

1. Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct.
2. Defines using definitions provided both by the Department of Education as well as state law what behavior constitutes domestic violence, dating violence, sexual assault, and stalking.
3. Defines what behavior and actions constitute consent to sexual activity in the State of Missouri and/or using the definition of consent found in the Student Code of Conduct if state law does not define consent.
4. Provides a description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional

structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.

5. Information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.
6. Provides an overview of information contained in the Annual Security Report in compliance with the Clery Act.

St. Charles Community College has developed an annual educational campaign consisting of presentations that include distribution of educational materials to new students, participating in and presenting information and materials during new employee orientation.

As part of SCC's commitment to creating and maintaining a campus free of discrimination, harassment, sexual harassment and sexual violence, an online training is provided for students and employees.

Students and employees are required to attend Title IX training at www.getinclusive.com. Both employees and students receive instructions by e-mail on how to log into the training.

SCC offered the following **primary prevention and awareness programs for all incoming students** in 2022:

| NAME OF PROGRAM | DATE HELD | LOCATION HELD | WHICH PROHIBITED BEHAVIOR WAS COVERED |
|--|------------------------|------------------|---------------------------------------|
| Get Inclusive Title IX Training & Student Handbook/Conduct | Throughout Spring SP22 | COL 101 - online | DoV, DaV, SA & S* |
| Get Inclusive Title IX Training & Student Handbook/Conduct | Throughout Fall FA22 | COL 101 - online | DoV, DaV, SA & S* |

* DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking

SCC provided the required **primary prevention and awareness program for all new employees** in 2022:

| NAME OF PROGRAM | DATE HELD | LOCATION HELD | WHICH PROHIBITED BEHAVIOR WAS COVERED |
|---------------------------------|--|---------------|---------------------------------------|
| Get Inclusive Title IX Training | During or before Employee's first week of employment | Online | SA |

* DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking

SCC offered the following **ongoing awareness and prevention programs** for **students** in 2022:

| NAME OF PROGRAM | DATE HELD | LOCATION HELD PRESENTED BY | WHICH PROHIBITED BEHAVIOR WAS COVERED |
|---|------------------|-----------------------------------|--|
| Tuesday Tips: Organization and Time Management | 2/8/22 | Zoom | Mental Health |
| Mental Health Panel | 2/15/22 | Zoom | Mental Health |
| Tuesday Tips: Uncertainty and Anxiety | 2/22/22 | Zoom | Mental Health |
| Mental Health Awareness Week – Massage Therapy | 3/14/22 | CHL | Mental Health |
| Mental Health Awareness Week – Suicide Prevention Training & Awareness Workshop | 3/14/22 | SSB 1201 | Mental Health |
| Mental Health Awareness Week – Self Care Workshop | 3/14/22 | CHL | Mental Health |
| Tuesday Tips: Test Anxiety | 3/15/22 | Zoom | Mental Health |
| Mental Health Awareness Week – Wellness Walk | 3/16/22 | Outside Main Campus | Mental Health |
| Mental Health Awareness Week – Community Resource Fair | 3/17/22 | College Center Gym | Mental Health, DoV, DaV, SA, S |
| Tuesday Tips: Staying Motivated | 3/29/22 | Zoom | Mental Health |
| Tuesday Tips: Self-Care | 4/12/22 | Zoom | Mental Health |
| Tuesday Tips: Test Anxiety | 5/3/22 | Zoom and College Center 202 | Mental Health |
| Mental Health Resource Table | 8/29/22 | Campus Plaza | Mental Health |
| Campus Resource Fair | 8/30/22 | SSB Auditorium | Mental Health |

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|--|------------------------------------|-------------------------------------|--------------------------------|
| Wellness Wednesday – National Alliance on Mental Illness Presentation | 9/7/22 | College Center 106 | Mental Health |
| Wellness Wednesday – Mindfulness Meditation | 9/14/22 | College Center 203 | Mental Health |
| Wellness Wednesday – Campus Walk | 9/21/22 | Outside | Mental Health |
| Wellness Wednesday – Yoga | 9/28/22 | College Center 204 | Mental Health |
| Domestic Violence Awareness Week – Donation Drive | 10/3/22 – 10/7/22 | Main Campus and CHL | DoV, DaV, SA, S, Mental Health |
| Domestic Violence Awareness Week – Signage Campaign Around Campus | 10/3/22 – 10/7/22 | Main Campus and CHL Canvas & Portal | DoV, DaV, SA, S, Mental Health |
| Domestic Violence Awareness Week - Lunch & Learn with Marissa Cohen | 10/5/22 | SSB Auditorium and CHL | DoV, DaV, SA, S, Mental Health |
| Domestic Violence Awareness Week – Wear Purple Day | Every Thursday during October 2022 | Main Campus and CHL | DoV, DaV, SA, S, Mental Health |
| Wellness Wednesday – Yoga | 10/26/22 | College Center 204 | Mental Health |
| Drug and Alcohol Awareness Week – Prevent Ed Speaker: Substance Use Prevention | 10/31/22 | SSB Auditorium | DoV, DaV, SA, S, Mental Health |
| Drug and Alcohol Awareness Week – Dead on Arrival (Fentanyl Documentary) | 11/1/22 | SSB Auditorium | DoV, DaV, SA, S, Mental Health |
| Drug and Alcohol Awareness Week – Mocktails and More | 11/2/22 | SSB Lounge | DoV, DaV, SA, S, Mental Health |
| Drug and Alcohol Awareness Week – Guest Speaker: DEA Officer | 11/3/22 | SSB 1102 | DoV, DaV, SA, S, Mental Health |
| Wellness Wednesday – Mindfulness Meditation | 11/9/22 | College Center 203 | Mental Health |

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|---|-------------------|------------------------------|---------------|
| Wellness Wednesday – Healthy Eating | 11/16/22 | College Center 106 | Mental Health |
| Wellness Wednesday – Yoga | 11/30/22 | College Center 204 | Mental Health |
| De-Stress Week – Therapy Dogs | 12/5/22 - 12/6/22 | College Center Rotunda & CHL | Mental Health |
| De-Stress Week – Game Day: yard games, crafts, basketball, and more | 12/7/22 | College Center Gym | Mental Health |

* DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking

SCC offered the following **ongoing awareness and prevention programs** for employees in 2022:

| NAME OF PROGRAM | DATE HELD | LOCATION HELD | WHICH PROHIBITED BEHAVIOR WAS COVERED |
|--|------------------|------------------------|--|
| Title IX Training | Ongoing | Online – Get Inclusive | DoV, DaV, SA, S, Cyberstalking |
| Sexual Harassment: Staff-To-Staff | Ongoing | Online – Safe Colleges | DoV, DaV, SA, S |
| Sexual Misconduct: Staff-To-Student | Ongoing | Online – Safe Colleges | DoV, DaV, SA, S |
| Drug Free Workplace Training | Ongoing | Online – Safe Colleges | DoV, DaV, SA, S |
| Smarter Adults, Safer Children | Ongoing | Online – Safe Colleges | DoV, DaV, SA, S |
| Training for Student Services Staff – Responding to Students in Crisis | 10/5/22 | Student Services | DoV, DaV, SA, S, Mental Health |
| Training for Student Services Staff – Responding to Students in Crisis | 10/6/22 | Student Services | DoV, DaV, SA, S, Mental Health |
| Peak Presentation: Stress Management During the COVID Era | 10/27/22 | Zoom | Mental Health |

* DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking

SEXUAL HARASSMENT

Sexual harassment is prohibited, and the College provides comprehensive procedures in compliance with Title IX of the Education Amendments of 1972, Violence Against Women Act (VAWA), Title VII of the Civil Rights Act, Jeanne Clery Act, and similar laws and regulations.

Sexual harassment is defined as conduct on the basis of sex that satisfies one or more of the following:

- An employee conditioning the provision of an aid, benefit, or services on an individual’s participation in unwelcome sexual conduct.
- Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a student’s equal access to an education program or activity; or unreasonably interferes with an employee's work performance or creates an intimidating, hostile or offensive work environment.
- Sexual assault (as defined in the Clery Act), or dating violence, domestic violence, or stalking as defined in the Violence Against Women Act (VAWA).

SAFETY, SUPPORTIVE MEASURES, and RESOURCES

SAFETY IS FIRST PRIORITY

After an incident of sexual violence, consider seeking medical attention as soon as possible. As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult.

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|--|--|
| <p>Campus Police</p> <p>SCC Main Campus, Campus Police Department Building (near the Purple Lot)</p> <p>Phone: 636-922-8545</p> | <p>Public Emergency Services</p> <p>911</p> |
| <p>Barnes-Jewish St. Peters Hospital</p> <p>10 Hospital Drive</p> <p>St Peters, MO 63376</p> <p>Phone: 636-916-9000</p> | <p>Progress West HealthCare Center</p> <p>2 Progress Point Parkway</p> <p>O'Fallon, MO 63368</p> <p>Phone: 636-344-1000</p> |
| <p>SSM St. Joseph Health Center</p> <p>300 First Capitol Drive</p> <p>St. Charles, MO 63301</p> <p>Phone: 636-947-5000</p> | <p>SSM St. Joseph Hospital West</p> <p>100 Medical Plaza</p> <p>Lake Saint Louis, MO 63367</p> <p>Phone: 636-625-5200</p> |

Evidence Preservation

It is important that a victim of sexual assault does not bathe, douche, smoke, change clothing or clean the bed/linen/area where assaulted if the offense occurred within the past 96 hours, so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred or may be helpful in obtaining a protection order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and sexually transmitted disease. Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, pictures, and available logs.

Law Enforcement

Although the College strongly encourages individuals to report violations of this policy to law enforcement, it is the individual's choice whether or not to make such a report and to accept or decline involvement with law enforcement. The College will assist with notifying the police if desired. Reports of sexual violence to the Department of Public Safety/Campus Police (DPS) will be considered a report to law enforcement and Campus Police may proceed with pursuing a criminal investigation and/or criminal charges with or without the complainant's consent.

The College does not publish the name of crime victims nor house identifiable information regarding victims in the DPS Daily Crime Log or online. Victims may request that directory information on file be removed from public sources by request from the Student Life office.

Ex-Parte Orders of Protection the College complies with Missouri law in recognizing an Ex-Parte Order of Protection or Full Order of Protection. Any person who obtains an order of protection against a member of the campus community should provide a copy to the Department of Public Safety/Campus Police (DPS) and the Title IX Coordinator. The individual may then meet with DPS to develop a Safety Action Plan, which is a plan for DPS and the individual to reduce risk of harm while on campus or coming and going from campus. This plan may include, but is not limited to escorts, special parking arrangements, changing classroom or work locations, and allowing a student to complete assignments from home. The College cannot apply for a legal order of protection, no-contact order, or restraining order on behalf of an individual. The individual is required to apply directly for these services.

CONFIDENTIAL HELP WITHOUT FILING A REPORT

| Students: | Faculty/Staff: |
|------------------------------|--|
| On-Campus Confidential Help: | Employee Assistance Program |
| Mental Health Counselor | Personal Assistance Services (PAS) |
| 636-922-8536 | (800) 356-0845 |
| SCC MAIN – suite 1123 | www.paseap.com |

Confidentiality

Credit-seeking students who wish to maintain confidentiality may contact the mental health counselor, provided by the College free of charge, at 636-922-8536.

Credit-seeking students can speak with the mental health counselor confidentially and, absent the student's consent, such reports or conversations will not be reported to the Title IX Coordinator for further investigation. Please note that the mental health counselor will not be able to maintain confidentiality when there is a threat of harm to oneself or another.

Employees who wish to maintain confidentiality may contact the Employee Assistance Program at (800) 356-0845 for confidential assistance.

Credit and non-credit students and employees who wish to maintain confidentiality may also speak with off-campus rape crisis or domestic violence counselors and off-campus members of the clergy and chaplains.

Student Support Notifications

The Office of Student Life sends out e-mails to all students during the Fall, Spring and Summer semesters, with Alcohol and Drug Awareness information, along with information on student support, mental health counseling, and resources on and off campus. Information about Sexual Assault and other Title IX issues are covered with students in their College 101 classes. Information on Domestic Violence is also covered during annual programming each October.

ADDITIONAL OFF-CAMPUS RESOURCES

| | |
|---|--|
| <p>Counseling:</p> <p>Suicide and Crisis Hotline: Dial 988</p> <p>Safe Connections: 314-531-2003</p> | <p>Victim Advocacy:</p> <p>Crime Victim Advocacy Center: 314-652-3623</p> <p>YWCA St. Louis Area Sexual Assault Center: 314-531-RAPE (7273)</p> |
| <p>Health:</p> <p>Compass Health Network: 844-853-8937</p> <p>Volunteers in Medicine: 636-724-4848</p> | <p>Legal Assistance:</p> <p>Legal Advocates for Abused Women: 314-664-6699</p> <p>Legal Services of Missouri: 800-444-0514</p> |
| <p>Mental Health:</p> <p>Lutheran Family and Children’s Services: 866-326-5327</p> <p>Compass Health Network: 844-853-8937</p> <p>Saint Louis Counseling: 314-544-3800</p> <p>NAMI (National Alliance on Mental Illness) 636-940-7440 or 314-962-4670</p> | <p>Visa and Immigration Assistance:</p> <p>U.S. Immigration and Customs Enforcement (ICE): 866-347-2423</p> <p>Homeland Security, Blue Campaign (Fight Against Human Trafficking): 866-347-2423 or 888-373-7888 (victim support)</p> |
| <p>Shelters:</p> <p>United Way Services: Dial 211</p> <p>Youth In Need Transitional Living 636-946-0101</p> | <p>National Domestic Violence Hotline: 800-799-SAFE (7233)</p> <p>National Sexual Assault Hotline: 800-656-HOPE (4673)</p> |
| <p>Other resources available to persons who have experienced sexual assault, domestic violence, dating violence, stalking, or sexual exploitation include:</p> <p>http://www.rainn.org – Rape, Abuse and Incest National Network</p> <p>https://www.justice.gov/ovw/sexual-assault – Department of Justice</p> <p>http://www2.ed.gov/about/offices/list/ocr/index.html – Department of Education, Office of Civil Rights</p> <p>http://www.courts.mo.gov/page.jsp?id=533 – Adult abuse/stalking orders of protections forms</p> | |

RISK REDUCTION

With no intent to blame the victim and recognizing that only rapists are responsible for rape, the following are some strategies to reduce one's risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, www.rainn.org)

- Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
- Try to avoid isolated areas. It is more difficult to get help if no one is around.
- Walk with purpose. Even if you don't know where you are going, act like you do.
- Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.
- Try not to load yourself down with packages or bags as this can make you appear more vulnerable.
- Make sure your cell phone is with you and charged and that you have cab money.
- Don't allow yourself to be isolated with someone you don't trust or someone you don't know.
- Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
- When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
- Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
- Don't leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you have left your drink alone, just get a new one.
- Don't accept drinks from people you don't know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from punch bowls or other large, common open containers.
- Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they have had, or is acting out of character, get him or her to a safe place immediately.
- If you suspect you or a friend have been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
- If you need to get out of an uncomfortable or scary situation, here are some things that you can try:
 - Remember that being in this situation is not your fault. You did not do anything wrong; it is the person who is making you uncomfortable that is to blame.
 - Be true to yourself. Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.
 - Have a code word with your friends or family so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are

with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.

- Lie. If you don't want to hurt the person's feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use include: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.
- Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
- If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

HOW TO FILE A FORMAL COMPLAINT

The College takes all formal complaints seriously and will respond in a prompt, equitable, and impartial manner, without presumption of fault or guilt of the complainant or respondent, for complaints alleging any action that would be prohibited by this policy/procedure.

| | |
|--|--|
| <p>Complaints involving sexual harassment by a student:</p> <p>Director of Student Life</p> <p>636-922-8238</p> <p>CC 202</p> | <p>Complaints involving sexual harassment by an employee, vendor, or visitor:</p> <p>Terri Edrich, Employee Title IX Coordinator</p> <p>636-922-8300</p> <p>tedrich@stchas.edu</p> <p>SC 203</p> |
| <p>Reports involving sexual harassment or sex discrimination may also be reported externally to:</p> <p>Office for Civil Rights, Kansas City Office, U.S. Department of Education, One Petticoat Lane. 1010 Walnut Street, Suite 320, Kansas City, MO 64106 Telephone: 816-268-0550 Email: OCR.KansasCity@ed.gov</p> | |

The Title IX Coordinator will work collaboratively with the Department of Public Safety/Campus Police (DPS) and the local police department unless otherwise prohibited by law. The College will not delay its formal complaint procedures due to pending results of a criminal investigation or proceedings.

NON-DISCIPLINARY INTERIM MEASURES

Following a report of sexual harassment, the Title IX Coordinator will determine whether non-disciplinary interim measures should be implemented and are reasonably available, and, if so, take steps to implement those interim interventions as soon as possible. Any non-disciplinary interim measures taken will be done so without the presumption of fault or guilt on the part of any involved party.

Examples of interim measures applied to one or more parties include: a college order of no contact, adjustment of class schedules, and reassignment to a different supervisor or position. Violations of directives and/or interim measures may result in sanctions in accordance with the Sanctions and Appeals section below.

In limited situations, the Title IX Coordinator may remove a respondent from the college on an emergency basis, following an individualized risk/threat assessment, because they pose an immediate threat to the campus community, or cannot otherwise safely participate in an educational program or activity while the sexual harassment grievance process is being conducted. When a removal decision takes place, the Title IX Coordinator will provide the respondent with written notice of the decision and an opportunity for an expedited appeal of the decision.

In the situation of a report of sexual violence, the Title IX Coordinator will:

- Provide the complainant and respondent with referrals for medical care as needed.
- Assess the immediate safety needs of the complainant and respondent.
- Provide the complainant and respondent with contact information for the Department of Public Safety/Campus Police (DPS) and assist with making the contact if the complainant requests.
- Inform the complainant and respondent of the availability of supportive measures and resources.
- Assess the need to implement interim measures.
- Provide the complainant and/or respondent with written instructions on how to apply for a protective order if desired; and
- Provide the complainant and/or respondent with a copy of applicable policies and procedures.

INITIAL HANDLING OF A COMPLAINT

Upon receipt of the formal complaint, which must be in writing and signed, the Title IX Coordinator will determine whether there is reasonable cause to believe a violation of this policy/procedures has occurred. If no reasonable cause is found, the Title IX Coordinator will notify all parties in writing of the formal complaint and its dismissal. Reasons for formal complaint dismissal are listed in a section further below.

If the complainant does not wish to proceed with a formal complaint, the Title IX Coordinator may in certain extraordinary circumstances, make a formal complaint. The Title IX Coordinator or designee must weigh the complainant's wish not to proceed with the following:

- The seriousness of the alleged conduct.
- Whether there have been other complaints of sexual harassment against the same respondent; and
- The respondent's right to receive information regarding the allegations under FERPA.

METHODS FOR RESOLVING COMPLAINTS

Informal Resolution

Informal resolution to a formal complaint of sexual harassment can be reached when the complainant and respondent are equally and voluntarily agreeable to reaching a determination of responsibility without investigation and live hearing. The informal resolution process is available at any time during the grievance process, with the voluntary, written consent of both the complainant and respondent, except in the case of alleged sexual harassment of a student by an employee. A complainant or respondent also retains the right to withdraw from an informal resolution process and resume the formal resolution process at any time.

Upon resolving a formal complaint through the informal resolution process, the complaint will be closed with signatures from all involved parties.

Formal Resolution

The purpose of the formal resolution process is to provide prompt, equitable, and impartial investigation, without the presumption of fault or guilt, for complaints alleging any action that would be prohibited by this policy/procedure.

The formal resolution process may result in disciplinary sanction of parties found responsible for sexual harassment policy/procedures violation.

FORMAL RESOLUTION PROCEDURES

Process Timeframe

Investigation into allegations of sexual harassment will be completed as soon as practicable and typically concludes within 90 days. In the event the timeframe will extend beyond 90 days, the reporting and responding parties will be notified in writing.

Evidence Standard

Determinations of whether the respondent is deemed responsible for the alleged behavior will be based on a preponderance of the evidence standard. A preponderance of the evidence exists when a reasonable person, after a careful balancing of available information, would conclude that it is more likely than not that a policy violation occurred or more than likely a policy violation did not occur.

Advisors

Both the complainant and the respondent may appoint an individual to serve as their individual advisor at their cost and choosing to be present during meetings, or the complainant and the respondent may request to have an advisor appointed by the College at no cost to them.

Formal Resolution Process Steps

When a formal complaint results in reasonable cause that violations of this policy/procedures may have occurred, the Title IX Coordinator will notify the complainant and respondent in writing that an investigation will occur, and a tentative process timeframe will be provided. The written notice to the respondent will include sufficient details and the parties will be provided with sufficient time to prepare a response before any initial interview. Sufficient details may include the identities of the parties involved, the specific section of the policy allegedly violated, the conduct constituting the alleged violation, and as applicable, the date/time/location of the alleged incident.

The Title IX Coordinator will assign one or more investigator(s) to gather facts and information related to the formal complaint. Investigator(s) will meet with the complainant, the respondent, conduct additional interviews with witnesses, and gather relevant documentation. During the course of the investigation, the Investigating Officer may receive counsel from College administrators, the College's attorneys, or other parties as needed.

Both the complainant and the respondent may provide evidence, documentation, and names of witnesses to the investigator for inclusion into the investigative process.

If the complainant or the respondent believes an individual investigating the complaint has a conflict of interest or bias for or against either party, he/she shall notify the Title IX Coordinator as soon as reasonably possible to determine whether a conflict of interest or bias exists, and an alternative investigator will be appointed.

Upon completion of the investigator's initial gathering of evidence, the complainant and respondent will have 10 days to review, inspect and respond to all evidence directly related to allegations and provide a written response.

The investigator will consider responses to evidence, determine what evidence is relevant, and summarize all evidence into an investigative report.

The complainant and respondent will be given equal access to review any evidence and the investigative report provided by the assigned investigator(s).

Upon completion of the investigative report, the complainant and respondent will have 10 days to review the final investigative report and provide a written response in advance of the live hearing conducted by the Hearing Officer.

Live Hearing and Cross Examination

A live hearing will be conducted by a College-appointed Hearing Officer in order to reach a determination of responsibility for sexual harassment policy/procedures violation. All students have the right to a live hearing where advisors conduct cross-examination. Prior to the live hearing, the complainant and respondent are strongly encouraged to submit questions to the Hearing Officer in order to determine relevancy and compliance with the rules of decorum. Any questions deemed not relevant by the Hearing Officer, and thereby excluded from the live hearing, will be communicated in writing to the party submitting the question(s).

The live hearing may be conducted at any SCC campus location or may be conducted through video conferencing technology as determined by the Hearing Officer. Live hearings conducted virtually will be done in a manner whereby all parties can simultaneously see and hear each other. Disability-related accommodations for participation in a live hearing will be coordinated by the Office of Disability Support Services (for students) and by the Human Resources Department (for employees). An audio or audiovisual recording of the live hearing will be made available equally to both the complainant and respondent for inspection and review.

During the live hearing, each advisor will ask all relevant questions directly to the other party and/or witnesses, including follow-up questions and questions challenging credibility. The Hearing Officer has authority to interject and disallow a question; when this occurs, a response to the question will not be given. The Hearing Officer will not consider or rely on statements from any individual who does not participate in the live hearing or who refuses to submit to cross examination. In addition, the Hearing Officer will not reach a determination of responsibility based solely on a party's or witness' absence from the live hearing or refusal to submit to cross examination.

At no time during the investigation or the live hearing will either the complainant or respondent be subjected to questions that constitute, or seek disclosure of, information protected under a legally recognized privilege (unless such privileges have been voluntarily waived). Likewise, neither complainant nor respondent will be subjected to questions about sexual predisposition, previous sexual behavior or other circumstances protected under federal and state rape shield laws.

Final Determination, Remedy, and Resolution

After a thorough examination of the evidence and cross examination presented during the live hearing, the Hearing Officer will make a final determination of responsible or not responsible for violations of the College's sexual harassment policy/procedures using the preponderance of the evidence standard. The Hearing Officer's final determination indicates there is sufficient evidence to conclude that it is more likely than not that the respondent engaged in conduct that meets the College's definition of sexual harassment or that it is more likely than not the respondent did not engage in conduct that meets the College's definition of sexual harassment.

The Hearing Officer will draft a final determination letter, outlining the rationale and analysis for the decision. The letter will be distributed simultaneously to both the complainant and respondent by the Title IX Coordinator. In addition to details relating to the allegations constituting sexual harassment, procedural steps, findings of fact, conclusions and rationale, the final determination letter will include information regarding disciplinary sanctions and remedies.

RIGHT OF APPEAL

In cases of sexual harassment or sexual violence, both the complainant and the respondent have the right to appeal. The appeal must be in writing and contain the following:

- Name of the complainant;
- Name of the respondent;
- A statement of the determination of the complaint, including corrective action if any;
- A detailed statement of the basis for the appeal including the specific facts, circumstances, and argument in support of it; and
- Requested action, if any.

The appeal must cite at least one of the following criteria as the reason for appeal and provide supporting arguments:

1. A procedural irregularity that affected the outcome of the matter.
2. Newly discovered evidence that was not reasonably available when the determination of responsibility was made that could affect the outcome of the matter; or
3. Title IX Coordinator, Investigator or Hearing Officer had a general or specific conflict of interest or bias against the complainant or respondent that affected the outcome of the matter.

Status During Appeal

The sanction that was rendered by the Hearing Officer is in effect during the period of appeal.

In the case that the respondent is an employee, the Appeals Officer is the Vice President for Administrative Services/COO. In the case that the respondent is a student, the Appeals Officer is the Vice President for Student Services. If the Appeals Officer determines that criteria for an appeal has not been met, the determination of the Hearing Officer stands. If the Appeals Officer determines that the criteria for an appeal has been met, the Appeals Officer will then review the information gathered as part of the investigation and hearing procedures, including any documentary evidence.

The Appeals Officer may:

1. Reverse the finding regarding whether the student/employee is responsible/not responsible.
2. Return the matter to the Hearing Officer for review and/or reconsideration on whether the student is responsible/not responsible.
3. Convert any sanction imposed to an alternate sanction.
4. Rescind any previous sanction.
5. Return a recommended sanction to the Hearing Officer for review and/or reconsideration; or

6. Uphold the determination of the Hearing Officer.

Resolution of the Appeal

The appeal will be resolved within ten (10) College business days of receiving it. The Appeals Officer may take any and all actions in the interest of a fair and just decision. The decision of the Appellate Officer is final, unless otherwise noted in the Sanctions section.

A written statement of the resolution of the appeal will be provided by the Appeals Officer to the complainant, respondent, and the Title IX Coordinator within three (3) College business days of the resolution.

DISMISSAL OF FORMAL COMPLAINT

A formal complaint may be dismissed at any time during the sexual harassment grievance process. The following are reasons a formal complaint will be dismissed (procedurally or voluntarily):

- The conduct alleged in the formal complaint would not constitute sexual harassment as defined in this policy, even if proven.
- The conduct alleged did not occur against a person in the United States.
- The conduct alleged did not occur in SCC's education program, activity, or College property.
- The complainant notifies the Title IX Coordinator in writing that the complainant would like to withdraw the formal complaint or any allegations therein.
- The respondent is no longer enrolled or employed at the College.
- Specific circumstances prevent SCC from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein.

Upon dismissal, a notification will be sent, simultaneously in writing, to both parties, giving the dismissal reason(s) the complaint was dismissed.

Please note that dismissal does not prevent action under another provision of the College's code of conduct or by law enforcement.

SANCTIONS

For the individual found to be responsible for policy/procedure violation, the potential sanctions that may be applied are governed by and listed within the following:

- Students: Policy 410 Student Conduct, Discipline and Due Process
- Full-time Faculty: MOU Section: Misconduct and Other Violations Article guides sanctions. Only in the case of dismissal being the sanction, are the due process procedures within Misconduct and Other Violations applicable. In the case of a dismissal sanction, due process will begin at Step 2: Attempt at Resolution.

- Staff and Part-time Faculty: Policy 793 Disciplinary Actions guides sanctions. Only in the case of dismissal being the sanction, does Policy 790.2 Problem Solving and Appeals apply, and the process will begin at Step 3.

AMNESTY FOR STUDENT ALCOHOL/DRUG USE

The College recognizes that students who have been drinking and/or using drugs (whether such use is voluntary or involuntary) at the time an incident of sexual violence occurs may be hesitant to report such incidents due to fear of potential consequences for their own conduct. The College strongly encourages students to report incidents of sexual violence to campus officials. A student bystander reporting in good faith or a student reporting sexual violence will not be subject to campus conduct action for violations of alcohol and/or drug use policies occurring at or near the time of the sexual violence.

INTENTIONAL FALSE REPORTINGS AND REPORTS MADE IN BAD FAITH

The College expects all reports of concern to be made in good faith. Intentionally false reporting of concerns and reports made in bad faith, such as an act of retaliation, may result in disciplinary sanctions. False reporting may also be a violation of state criminal statutes and civil defamation laws.

RETALIATION

The College strictly prohibits retaliation of any kind against an individual for reporting sexual harassment pursuant to this policy, assisting someone with a complaint of sexual harassment, or participating in an investigation following a complaint of sexual harassment. Examples of such prohibited retaliation include threats, intimidation, reprisals, adverse employment actions, or adverse educational actions. Any incidents of alleged retaliation should be immediately reported. In the event that retaliation is found to have taken place, sanctions will be governed by policy noted below in the Sanctions and Appeals section.

EDUCATION/TRAINING

College employees involved in Title IX processes including report intake, investigation, adjudication, and appeals must complete training annually. Training topics include related subject matter such as College policy and procedures, domestic violence, dating violence, sexual assault, stalking, trauma-informed practices, conducting investigations, adjudicating, and appeal of cases.

RESPONSIBLE PARTIES

A Responsible Party of the College with actual knowledge of sexual harassment in a St. Charles Community College (SCC) education program or activity, whether on-campus or off-campus, (such as on athletic fields, SCC-sponsored events or activities, educational programs, practice

or rehearsals, on-campus housing, or the housing of an SCC-sanctioned organization in the United States) against a person, must respond promptly to the College's Title IX Coordinator or other official who has the authority to institute corrective measures on behalf of the College.

DEFINITIONS

Complainant

A person who is alleged to be the victim of conduct that could constitute sexual discrimination/harassment, violating our institution's policy.

Consent

In order for individuals to engage in sexual activity of any type with each other, there must be clear, knowing and voluntary consent prior to and during sexual activity. Consent can be given by word or action, but non-verbal consent is not as clear. Consent to some form of sexual activity cannot be automatically taken as consent to any other form of sexual activity. Consent must be freely given.

In order to give effective consent, one must be of legal age and capable of making such a decision. Agreement does not constitute consent if: it is given by a person who lacks the mental capacity to authorize the conduct; or it is given by a person unable to make a reasonable judgment about harmfulness of the conduct due to youth, mental disease, incapacitation, a drug-induced state, or similar; or it is induced by force, duress, or deception.

Dating Violence

Dating violence is 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 shall be based on the complainant'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. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

Domestic Violence

Domestic violence is 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 that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Formal Complaint

A document filed by a complainant in writing and signed or signed by the Title IX Coordinator alleging sexual harassment against a respondent and requesting that the College investigate the allegation of sexual harassment.

Respondent

A person who has been reported to be the perpetrator of conduct that could constitute sexual harassment, violating our institution's policy.

Responsible Party

A college official who is an administrative officer (President, Vice Presidents, Campus Provosts, Associate Vice Presidents, Assistant Vice Presidents, and Executive Directors), and/or an administrator (Deans, Department Chairs, Directors, Managers, and Supervisors) who holds a duty to report matters of sexual harassment to the Title IX Coordinator.

Sexual Assault

Sexual assault is actual or attempted physical sexual contact with another person without that person's consent. Sexual assault includes, but is not limited to:

- Intentional touching of another person's intimate parts without that person's consent.
- Other intentional sexual contact with another person without that person's consent.
- Coercing, forcing, or attempting to coerce or force a person to touch another person's intimate parts without that person's consent.
- Penetration, no matter how slight, of (1) the vagina or anus of a person by any body part of another person or by an object, or (2) the mouth of a person by a sex organ of another person, without that person's consent.
- Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law; or
- Non-forcible sexual intercourse with a person who is under the statutory age of consent.

Sexual Violence

For purposes of this policy, sexual violence collectively refers to the terms sexual assault, domestic violence, dating violence, stalking, and sexual exploitation as defined in this policy.

Stalking

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

For purposes of this definition:

- Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.
- Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling; and
- Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.

Sex Offender Registration

The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a State concerning registered

sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, volunteers services or is a student.

In the State of Missouri, convicted sex offenders must register with the Missouri State Highway Patrol. You can link to this information, which appears on MSHP website at <https://www.mshp.dps.missouri.gov/CJ38/searchRegistry.jsp> or the St. Charles Community College Department of Public Safety website at <https://www.stchas.edu/student-life/safety-security/> and click the [Missouri Sex Offender Registry](#) link.

Mental Health Counseling Services

SCC provides a Mental Health Counselor to assist students with meeting their personal, academic and career goals. The Mental Health Counselor is available by appointment (**Virtually**) Monday - Thursday, 8:00 a.m. – 4:30 p.m. The Mental Health Counselor provides Brief Solution Focused Therapy (BSFT) and meets with students for 45- 50 minutes for up to 5 sessions. Students may first meet with the Student Support Case Manager to complete an assessment before being referred to the counselor. All counseling sessions are confidential unless there is talk of harm to self or others. To schedule an appointment email studentlife@stchas.edu or call 636-922-8536.

The Mental Health Counselor can assist with:

- Shift in mood
- Mental health concerns
- Disruptive behavior or disturbing conduct
- Disorganized speech/nonsensical conversation
- Emotional/physical outbursts
- Changes in personal hygiene or appearance
- Communication that is concerning
- Relationship issues
- Loss of family member or friend
- Navigating barriers to access mental health treatment.
- Coordination and follow-up during and after hospitalization and/or medical leaves of absence
- Crisis management
- Referrals for additional treatment service

Services

The Mental Health Counselor provides:

- Up to 5 FREE confidential counseling sessions with a licensed therapist
- Identify needs, resources, and support systems.
- Assist with managing with academic and personal responsibilities.
- Help manage complex medical or psychiatric needs.
- Assist with obtaining further psychiatric/medical care.
- Provide educational programming to assist in the student's overall well-being and development.
- Strengthen support systems and self-advocacy skills.
- Provide support, monitoring, and follow up services.

- Resource and consultation for faculty, staff, and students

Referral Services

The Mental Health Counselor provides up to 5 FREE and confidential, individual sessions. If additional assistance is needed the Mental Health Counselor will work with the Executive Dean of Students and/or community agencies to facilitate a continuum of care.

When to Refer:

- Need more long-term support.
- Need psychiatric/ medical care.
- Hospitalization or emergency services needed.

If you would like additional information or would like to consult about a student or situation, please stop by the Office of Student Life (SCM – Suite 1123) or by calling 636-922-8653.

Student Support Case Management Services

SCC provides a full-time Student Support Case Manager to meet with students to assess concern and well-being and develop action plans to empower students to address current and on-going needs. The Student Support Case Manager is available by appointment Monday-Friday 8:30 a.m. - 4:30 p.m. The Student Support Case Manager is dedicated to student success and works with students to navigate barriers. To meet with the Student Support Case Manager please email studentlife@stchas.edu or call: 636-922-8536.

The Student Support Case Manager can assist with:

- Assistance navigating campus and community resources.
- Referrals to campus and other resource
- Coordination and follow-up during and after hospitalization and/or medical leaves of absence
- Crisis management
- Help managing complex medical needs.
- Exploration of and referral for mental health concerns
- Navigating barriers

Services

Assess concern and well-being.

- Arrange for care.
- Provide educational programming to assist in the student's overall well-being and development.
- Help manage complex medical or psychiatric needs.
- Assist with psychiatric/medical withdrawal.
- Strengthen support systems and self-advocacy skills.
- Provide support, monitoring, and follow up services.
- Resource and consultation for faculty, staff, and students
- Assist with managing academic and personal responsibilities.
- Identify needs, resources, and support systems.

Referral Services

The Student Support Case Manager works with other campus departments and offices, as well as community agencies to facilitate communication. The Student Support Case Manager can help students increase advocacy skills by working alongside SCC students to create action plans to help all students succeed. A student that needs ongoing support may be referred to meet with the Mental Health Counselor.

When to Refer:

- Shift in mood
- Mental health concerns
- Disruptive behavior or disturbing conduct
- Disorganized speech/nonsensical conversation
- Emotional/physical outbursts
- Changes in personal hygiene or appearance
- Communication that is concerning
- Relationship issues
- Loss of family member or friend
-

Students may be referred to the Student Support Case Manager by faculty, staff, family, or other students. Students can also self-refer to the Student Support Case Manager. The ultimate goal is to prevent difficulties that are more serious and help students attain success.

If you would like additional information or would like to consult about a student or situation, please stop by the Office of Student Life (CC 202) or by calling 636-922-8653 or 636-922-8536.

Any faculty, staff, or student may submit a “Student Concern / Incident Report” by calling 636-922-8111 or online:

<https://cm.maxient.com/reportingform.php?StCharlesCC> .

Any serious concerns of immediate response please direct to the SCC Department of Public Safety/Campus Police at 636-922-8545.

Missing Student Policies and Procedures

Reports of suspected missing students from the Campus Lake Apartments residential complex should be reported immediately to the SCC Campus Police Department at (636) 922-8545, who shall investigate the report and initiate the notifications and missing person activities as appropriate.

Each student living in the Campus Lake Apartments residential complex is given the option on an annual basis to register a confidential missing person contact to be notified by St. Charles Community College no later than 24 hours after the time the student is determined to be missing by the designated College officials authorized to make that determination (specifically the SCC Campus Police Department) or the local law enforcement agency in which the student went missing. When students are informed of their options to provide an alternate contact, they are advised that their contact information will be confidential, and that this information will be accessible only to authorized campus officials and law enforcement in furtherance of a missing person investigation. The form is available from the Campus Police Department.

Regardless of their age, all Campus Lake Apartments residents are advised that if they are reported missing, the College must notify their confidential missing person contact within 24 hours of the determination that they are missing. If they have not registered a contact person, the SCC Campus Police will be notified that the student is missing within 24 hours of the determination that the student is missing, in addition to notifying any additional emergency contact person designated by the student.

All Campus Lake Apartments residents that are less than 18 years of age and not emancipated are advised that their parent or legal guardian must be notified within 24 hours of the determination that the student is missing, in addition to notifying the missing person contact designated by the student. For all missing students, St. Charles Community College will notify the SCC Campus Police Department within 24 hours of the determination that the student is missing, unless the SCC Campus Police Department was the entity that made the determination that the student is missing.

When an individual reports to a Campus Lake Apartments residential official (636-442-0010), the Department of Student Life (636-922-8536), or the main College switchboard (636-922-8000) that a student is missing, they immediately contact the SCC Campus Police Department by calling 636-922-8545, who initiate the investigation and missing person procedures.

Notification of Missing Student Policies and Procedures to Student Residents

The Office of Student Life will notify by e-mail each new resident of student housing regarding their option to complete and submit a Missing Student Contact Information Form in the event they are reported missing for at least 24 hours. The students will be informed that the forms are available at the Campus Police Department, and that completed forms should be turned in to the Campus Police Department to be placed in a confidential file.

Campus Police Procedures to Attempt to Locate a Missing Student

Should the SCC Campus Police Department investigate and determine that a residential student is missing, contact will then be made to the missing person contact, if contact information has been provided, within 24 hours of the determination that the student is missing by the SCC Campus Police Department. If the student is under the age of 18 and not an emancipated individual, the SCC Campus Police Department will notify the student's parent or legal guardian and any other designated contact person within 24 hours.

- When a student residing at the Campus Lake Apartments has been officially reported as missing for more than 24 hours, the Campus Police Department will conduct an extensive search of all campus buildings, athletic fields and facilities, parking lots, and College Meadows Park which is located on the main campus as a part of the St. Charles County Parks and Recreation Department.
- Campus Police will conduct a door-to-door canvas of the Campus Lake Apartments to search for the missing student, and to obtain any information on the student's possible whereabouts or last known whereabouts from residents of the other apartment units.

UCR/NIBRS Crime Definitions

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.

Criminal Homicide (Negligent): The killing of another person through gross negligence.

Criminal Homicide (Non-Negligent): The willful killing of one human being by another.

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. 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 and probably would result in serious personal injury if the crime were successfully completed.)

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 felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and 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 and including joyriding.)

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 minor; aliens possessing deadly weapons; 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).

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

Pocket-Picking: The theft of articles from another person's physical possession by stealth where the victim usually does not become immediately aware of the theft.

Purse-Snatching: The grabbing or snatching of a purse, handbag, etc., from the physical possession of another person.

Shoplifting: The theft, by someone other than an employee of the victim, of goods or merchandise exposed for sale.

Theft from Building: A theft from within a building which is either open to the general public or where the offender has legal access.

Theft from Coin Operated Machine or Device: A theft from a machine or device which is operated or activated by the use of coins.

Theft from Motor Vehicle: The theft of articles from a motor vehicle, whether locked or unlocked.

Theft of Motor Vehicle Parts or Accessories: The theft of any part or accessory affixed to the interior or exterior of a motor vehicle in a manner which would make the item an attachment of the vehicle, or necessary for its operation.

All Other Larceny: All other thefts which do not fit any of the definitions of the specific subcategories of Larceny/Theft listed above.

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

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

Destruction/Damage/Vandalism of Property: To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner of the person having custody or control of it.

UCR/NIBRS Forcible Sex Offense Definitions

Forcible Rape: The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

Forcible Sodomy: Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Sexual Assault with an Object: The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Forcible Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

UCR/NIBRS Non-Forcible Sex Offense Definitions

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.

Hate Crime Definition

Hate Crimes: Crimes involving bodily injury to any person in which the victim is intentionally selected because of the actual or perceived race, gender, gender identity, religion, sexual orientation, ethnicity, national origin, or disability of the victim.



Annual Fire Safety Report - 2022

Fire Safety Policies, Procedures, Reports & Statistics

St. Charles Community College is required by The Higher Education Opportunity Act (HEOA - Public Law 110-315), to produce and make available by October 1st of each year, an annual report outlining fire safety practices, standards, and all fire-related on-campus statistics. The Higher Education Opportunity Act became law in August of 2008, requiring all United States academic institutions that maintain on-campus student housing produce an annual fire safety report. This report must contain a fire log that records the nature, date, time, and general location of each fire occurring in campus residence halls. The following public disclosure report details all information required by this Federal Law as it relates to St. Charles Community College.

Report Availability

By October 1st of each year the St. Charles Community College Campus Police Department / Department of Public Safety will make the Annual Security and Fire Safety Report available to all students, prospective students, parents, employees, and prospective employees. The report will be made available electronically on the Campus website at the following address:

<https://www.stchas.edu/student-life/safety-security/clery-reporting>

A hard copy of the Annual Security and Fire Safety Report can also be obtained by contacting the Campus Police Department at (636) 922-8545 or at the Campus Police Department Building on the main campus.

Fire Log

The Fire Log is maintained by the Campus Police Department. Each entry to the Fire Log or addition to a past entry is made within two (2) business days from when the information was received. The Log for the most recent 60-day period will be made available to the public during normal business hours, and any older portions of the Log are available upon request within two (2) business days. These documents can be obtained by visiting the St. Charles Community College Campus Police Department, 1019 Campus Lake Drive, Cottleville, MO 63376 during business hours, or call (636) 922-8545.

Reporting a Fire on Campus

A fire is “any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.” In the case of an actual fire or if smoke is detected (by sight or smell) all students, faculty, and staff are to contact emergency personnel immediately by dialing 911 from any campus phone or cell phone, any emergency phone inside campus buildings, any “blue light” emergency phone located in each parking lot or on the outside wall of the Campus Lake Apartments, or by calling **Campus Police Department at (636) 922-8545**. Be prepared to identify yourself, your location, and the nature of the emergency. The appropriate emergency services will be dispatched. If you discover or suspect a fire immediately evacuate the building using the nearest available exit.

Do not attempt to fight a fire unless you have been trained to do so. Sound the building fire alarm by activating the nearest pull station and/or by verbally sounding the alarm and knocking on doors as you evacuate the building by the nearest exit. All campus fires must be reported to Campus Police / Department of Public Safety to ensure inclusion in the Annual Security and Fire Safety Report. If a member of the St. Charles Community College community finds evidence of a fire that has been extinguished, and the person is not sure whether Campus Police has already responded, the community member must immediately notify Campus Police to investigate and document the incident for inclusion in the Annual Security and Fire Safety Report.

Procedure for Student Housing Evacuation

When a fire alarm sounds in a campus residence facility, all students are required to vacate the building immediately by following the directional EXIT signs at each end of the inner breezeways leading to either stairways or out of the building.

- If you hear the fire alarm immediately evacuate the building using the nearest available exit. Do not attempt to fight a fire unless you have been trained to do so.
- Awaken any sleeping roommate or suitemates. Prepare to evacuate by putting on shoes and coat if necessary. Feel the doorknob and the door. If they are hot, do not open the door. If they are cool, open slowly, if heat or heavy smoke rushes in, close the door immediately and remain inside.
- When leaving your room, be sure to take your key/fob in case it is necessary to return to the room should conditions in the corridor deteriorate. Make sure to close the door tightly when evacuating.
- When the alarm sounds, residents should shout (Example: “There is an emergency in the building, leave by the nearest exit!”) and knock on doors as they make their way to the nearest exit and out of the building.
- When exiting in smoky conditions keep your hand on the wall and crawl to the nearest exit. Always know more than one path out of your location.
- Each resident should move away from the building to a safe distance and away from emergency responders, being mindful of fire vehicles and other equipment that may be moving around. **Residents should not re-enter the building until directed to do so by emergency personnel.**

In the event of a fire, the College expects that all campus community members will evacuate by the nearest exit, closing doors and activating the fire alarm system (if one is present) as they leave. Once safely outside a building, it is appropriate to contact 911 and the Campus Police Department. Students will be informed where to relocate to by staff if circumstance warrants at the time of the alarm. In the event fire alarms sound, College policy is that all occupants must evacuate from the building, closing doors as they leave. At no time should the closing of doors or the activation of the alarm delay the exit from the building.

Fire Safety Systems

At the Campus Lake Apartments, each residential unit is equipped with one smoke detector in the shared main area, and one smoke detector in each bedroom.

There are four (4) fire extinguishers mounted in each of the three breezeways (total of 12 extinguishers).

For each apartment the walls and ceilings have a one-hour UL rating preventing fire from spreading to adjacent apartments. The vents for the heat and air conditioning have one-hour UL damper rating to prevent the spread of fire and smoke through the air ducts.

The entire building is protected with a monitored fire sprinkler system. When water flow is detected in the sprinkler system, a bell sounds and strobes flash in each breezeway. Separate bells and strobes are also located in the handicap-accessible apartments. When the sprinkler system alarm is activated, an automated phone call is made to the local emergency fire dispatch center advising the nature of the alarm and the location of Campus Lake Apartments. Sprinkler heads are located inside each apartment and installed in accordance with NFPA 13R standards.

A fire alarm pull-station is located in the maintenance room.

Fire Drills

There were zero (0) fire drills conducted at the Campus Lake Apartments in 2022.

Restrictions on Appliances, Smoking, Open Flames

The Campus Lake Apartments Resident Handbook contains a list of items that are prohibited inside the apartment units. Included are the following relative to fire safety and prevention:

- Smoking
- BBQ grills / charcoal / lighter fluid
- Candles / incense
- Explosives (gasoline, paint thinner, acids, etc.)
- Fireworks
- Halogen / incandescent light bulbs
- Halogen / kerosene or oil lamps
- Hookahs
- Live Christmas trees or wreaths
- Paper lanterns
- Space heaters
- String lights

The apartment management also levies fines for the following violations to promote fire safety:

- Unnecessary use of fire extinguisher - \$50
- Unnecessarily setting off fire alarm - \$50
- Breaking fire extinguisher glass - \$25
- Disconnecting smoke detector - \$25
- Smoking - \$50
- Candle or open flame - \$25

The Resident Handbook can be viewed / downloaded from the Campus Lake Apartments website:

www.campuslakeapartments.com/documents

Fire Safety Education and Training Programs

Faculty and staff are offered training in the proper use of fire extinguishers. The faculty handbook and Annual Security Report are available to students, faculty and staff with instructions on safely evacuating a building during a fire or fire alarm.

Plans for Future Improvements in Fire Safety

The management of Campus Lake Apartments has no current plans for improvements in fire safety. The building was constructed with high standards of fire suppression and detection, as well as audible and visible alarm bells and strobes. Construction was completed in late 2019, adhering to strict fire codes of the Cottleville Fire Protection District and NFPA 13R standards, with ongoing and final inspections from the Cottleville Fire Protection District.

Additional Safety Systems

Campus Lake Apartments utilizes video surveillance of the exterior areas of the building complex. There are a total of twenty-three (23) high-definition video cameras with audio. There are four (4) cameras in each of the three breezeways, along with additional coverage of the breezeway entries, patios, and parking lot. Apartment management does plan to install additional cameras, including to monitor the trash dumpster area to deter illegal use and dumping.

Fire Statistics

2022: There were no fires or attempted fires reported at Campus Lake Apartments.

2021: There were no fires or attempted fires reported at Campus Lake Apartments.

2020: The building was still under construction and unoccupied part of this year.

| CRIMES REPORTED TO SCC CAMPUS POLICE (Main Campus) | | | | | | | |
|---|-------------|----------------------|---------------------------|-------------------------|----------------------------|--------------|-----------------------------|
| Offense (Reported by Hierarchy) | Year | On Campus | Residence Hall | Non - Campus | Public Property | Total | Unfounded Crimes |
| Murder / Non-Negligent Manslaughter | 2022 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 | 0 |
| Negligent Manslaughter | 2022 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 | 0 |
| Rape | 2022 | 1 | 1 | 0 | 0 | 1 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 | 0 |
| Fondling | 2022 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 | 0 |
| Incest | 2022 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 | 0 |
| Statutory Rape | 2022 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 | 0 |
| Robbery | 2022 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 | 0 |
| Aggravated Assault | 2022 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 | 0 |
| Burglary | 2022 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 | 0 |
| Motor Vehicle Theft | 2022 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 | 0 |
| Liquor Law Arrests | 2022 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 | 0 |
| Drug Law Arrests | 2022 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 1 | 0 | 0 | 1 | 2 | 0 |
| | 2020 | 1 | 0 | 0 | 1 | 2 | 0 |

| | | | | | | | |
|--|-------------|------------------|-----------------------|-------------------|------------------------|--------------|-------------------------|
| Weapons Law Arrests | 2022 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 | 0 |
| Liquor Law Violations Referred for Disciplinary Action | 2022 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 1 | 1 | 0 | 0 | 1 | 0 |
| Drug Law Violations Referred for Disciplinary Action | 2022 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 15 | 15 | 0 | 0 | 15 | 0 |
| Weapons Law Violations Referred for Disciplinary Action | 2022 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | | | | | | |
| Offense (Not Reported By Hierarchy) | Year | On-Campus | Residence Hall | Non-Campus | Public Property | Total | Unfounded Crimes |
| Arson | 2022 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 | 0 |
| Domestic Violence | 2022 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 1 | 0 | 0 | 0 | 1 | 0 |
| Dating Violence | 2022 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 | 0 |
| Stalking | 2022 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 | 0 |

There were no Hate Crimes reported for 2022, 2021, 2020. Note: Reported crimes may involve individuals not associated with SCC. There were no unfounded crimes reported for 2022, 2021, 2020.

PUBLIC PROPERTY is defined as: Mid Rivers Mall Drive (from Ohmes Road to Cottleville Parkway, sidewalk to sidewalk or curb if no sidewalk), on Cottleville Parkway (from Mid Rivers Mall Drive to 200 feet past the West Entrance to the College, from sidewalk to sidewalk or curb if no sidewalk) and on Ohmes Road (from Mid Rivers Mall Drive to the end of the college property, sidewalk to sidewalk or curb if no sidewalk).

CRIMES REPORTED TO SCC CAMPUS POLICE (Dardenne Creek Campus)

| Offense (Reported by Hierarchy) | Year | On Campus | Non-- Campus | Public Property | Total | Unfounded Crimes |
|--|-------------|----------------------|-------------------------|----------------------------|--------------|-----------------------------|
| Murder / Non-Negligent Manslaughter | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 |
| Negligent Manslaughter | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 |
| Rape | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 |
| Fondling | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 |
| Incest | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 |
| Statutory Rape | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 |
| Robbery | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 |
| Aggravated Assault | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 |
| Burglary | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 |
| Motor Vehicle Theft | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 |
| Liquor Law Arrests | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 |
| Drug Law Arrests | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 |

| | | | | | | |
|--|-------------|------------------|-------------------|----------------------------|--------------|-----------------------------|
| Weapons Law Arrests | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 |
| Liquor Law Violations Referred for Disciplinary Action | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 |
| Drug Law Violations Referred for Disciplinary Action | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 |
| Weapons Law Violations Referred for Disciplinary Action | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 |
| | | | | | | |
| Offense (Not Reported By Hierarchy) | Year | On-Campus | Non-Campus | Public Property | Total | Unfounded Crimes |
| Arson | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 |
| Domestic Violence | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 |
| Dating Violence | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 |
| Stalking | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | 0 | 0 | 0 | 0 | 0 |
| | 2020 | 0 | 0 | 0 | 0 | 0 |

There were no Hate Crimes reported for 2022, 2021, 2020. Note: Reported crimes may involve individuals not associated with SCC.
There were no unfounded crimes reported for 2022, 2021, 2020.

PUBLIC PROPERTY is defined as: Technology Drive (from Academy Place to the south edge of Dardenne Creek), south edge of Dardenne Creek (from Technology Drive to BaratHaven Trail heading south), BaratHaven Trail heading south (from BaratHaven Trail heading east-west to BaratHaven Trail due east of Academy Place).

CRIMES REPORTED TO SCC CAMPUS POLICE (Technical Center Wentzville)

| Offense (Reported by Hierarchy) | Year | On Campus | Non-- Campus | Public Property | Total | Unfounded Crimes |
|--|-------------|----------------------|-------------------------|----------------------------|--------------|-----------------------------|
| Murder / Non-Negligent Manslaughter | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | N/A | N/A | N/A | N/A | N/A |
| | 2020 | N/A | N/A | N/A | N/A | N/A |
| Negligent Manslaughter | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | N/A | N/A | N/A | N/A | N/A |
| | 2020 | N/A | N/A | N/A | N/A | N/A |
| Rape | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | N/A | N/A | N/A | N/A | N/A |
| | 2020 | N/A | N/A | N/A | N/A | N/A |
| Fondling | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | N/A | N/A | N/A | N/A | N/A |
| | 2020 | N/A | N/A | N/A | N/A | N/A |
| Incest | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | N/A | N/A | N/A | N/A | N/A |
| | 2020 | N/A | N/A | N/A | N/A | N/A |
| Statutory Rape | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | N/A | N/A | N/A | N/A | N/A |
| | 2020 | N/A | N/A | N/A | N/A | N/A |
| Robbery | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | N/A | N/A | N/A | N/A | N/A |
| | 2020 | N/A | N/A | N/A | N/A | N/A |
| Aggravated Assault | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | N/A | N/A | N/A | N/A | N/A |
| | 2020 | N/A | N/A | N/A | N/A | N/A |
| Burglary | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | N/A | N/A | N/A | N/A | N/A |
| | 2020 | N/A | N/A | N/A | N/A | N/A |
| Motor Vehicle Theft | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | N/A | N/A | N/A | N/A | N/A |
| | 2020 | N/A | N/A | N/A | N/A | N/A |
| Liquor Law Arrests | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | N/A | N/A | N/A | N/A | N/A |
| | 2020 | N/A | N/A | N/A | N/A | N/A |
| Drug Law Arrests | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | N/A | N/A | N/A | N/A | N/A |
| | 2020 | N/A | N/A | N/A | N/A | N/A |

| | | | | | | |
|--|-------------|------------------|-------------------|----------------------------|--------------|-----------------------------|
| Weapons Law Arrests | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | N/A | N/A | N/A | N/A | N/A |
| | 2020 | N/A | N/A | N/A | N/A | N/A |
| Liquor Law Violations Referred for Disciplinary Action | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | N/A | N/A | N/A | N/A | N/A |
| | 2020 | N/A | N/A | N/A | N/A | N/A |
| Drug Law Violations Referred for Disciplinary Action | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | N/A | N/A | N/A | N/A | N/A |
| | 2020 | N/A | N/A | N/A | N/A | N/A |
| Weapons Law Violations Referred for Disciplinary Action | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | N/A | N/A | N/A | N/A | N/A |
| | 2020 | N/A | N/A | N/A | N/A | N/A |
| | | | | | | |
| Offense (Not Reported By Hierarchy) | Year | On-Campus | Non-Campus | Public Property | Total | Unfounded Crimes |
| Arson | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | N/A | N/A | N/A | N/A | N/A |
| | 2020 | N/A | N/A | N/A | N/A | N/A |
| Domestic Violence | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | N/A | N/A | N/A | N/A | N/A |
| | 2020 | N/A | N/A | N/A | N/A | N/A |
| Dating Violence | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | N/A | N/A | N/A | N/A | N/A |
| | 2020 | N/A | N/A | N/A | N/A | N/A |
| Stalking | 2022 | 0 | 0 | 0 | 0 | 0 |
| | 2021 | N/A | N/A | N/A | N/A | N/A |
| | 2020 | N/A | N/A | N/A | N/A | N/A |

There were no Hate Crimes reported for 2022. Statistics not available for 2020 and 2021 because the campus was not open for those calendar years. Note: Reported crimes may involve individuals not associated with SCC. There were no unfounded crimes reported for 2022. Statistics not available for 2020 and 2021 because the campus was not open for those calendar years.

PUBLIC PROPERTY is defined as: West Pearce Blvd. adjacent to 209 West Pearce Blvd., sidewalk to sidewalk, and public property adjacent to the sides and rear of 209 West Pearce Blvd.