

Rogers State University
Jeanne Clery Disclosure of Campus Security Policy Campus Crime Statistics Act
and
Annual Fire Safety Report
A report for the year of 2011

Introduction

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) is a federal law that requires colleges and universities to disclose certain timely and annual information about campus crime and security policies. Rogers State University is committed to keeping its Claremore, Pryor and Bartlesville campuses safe and other facilities secure for students, faculty and staff. An important part of that effort is education about safety awareness and University policies and resources related to safety. Safety is a shared responsibility. We rely on every community member to contribute to safety and security on campus by reporting crime and suspicious activities in a timely manner and using common sense when going about daily activities. We hope students, faculty and staff will use the information to help foster a safe environment.

Data Collection/Publication

As required by the Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act, crime, arrest and student disciplinary referral data is requested from various sources including the Claremore, Pryor and Bartlesville Police. As statistics are available from these sources, they are then reported in this document and online at the RSU Police Department website (<http://www.rsu.edu/rsupd/clery-act.asp>). University community members, via a campus wide email, are notified of the availability of this report and related web address where it can be located. Paper copies of this report are also available from the University Police upon request.

The Role of the University Police Department

University Police has primary responsibility for developing and deploying services, programs and strategies for maintaining a reasonably safe campus. Specifically, University Police is responsible for crime prevention, law enforcement, parking control, emergency response, residence hall security, policing of special events, and for various other community services on all university owned property. University Police patrol the campuses on foot and in vehicles.

University Police provides a full range of campus services 24 hours a day, 365 days a year. Some of these services include investigating reports of crimes, conducting follow-ups as necessary, and filing criminal charges, affecting an arrest, executing a search warrant or referring the matter (as appropriate) to another department. The University Police Department serves as the Lost and Found Collection Point on the Claremore campus.

Rogers State University does not operate any off-campus student housing or officially recognize any off-campus student organizations. However, students live in the neighborhoods surrounding the campuses. The Claremore, Pryor and Bartlesville Police Departments have primary jurisdiction in all areas off campus, but RSU Police Officers can and do respond to student-related incidents that occur in close proximity to campus. If the Claremore, Pryor or Bartlesville Police are contacted about criminal activity occurring off campus involving RSU students, Claremore, Pryor or Bartlesville may notify RSU Police. However, there is no official Claremore, Pryor or Bartlesville policy requiring such notification. Students in these cases may be subject to arrest and University disciplinary procedures.

When a RSU student is involved in an off-campus offense, RSU Police Officers may assist with the investigation in cooperation with local, state, or federal law enforcement. Claremore, Pryor and Bartlesville Police Departments may jointly investigate serious on-campus incidents with RSU Police.

University Police Authority

RSU Police Officers derive their law enforcement authority from the State of Oklahoma statutes (Article VI: Oklahoma Campus Security Act (74-360.15) and the Regents of the University of Oklahoma and Rogers State University. RSU Police Officers are commissioned peace officers that meet the standards of the Oklahoma Council for Law Enforcement Education and Training (CLEET). RSU Police Officers have the same full law enforcement powers and responsibilities under state law as municipal police officers and county sheriffs.

Mutual Aid

The RSU Police Department is party to certain mutual aid agreements. These agreements consist of the Agreement for Mutual Cooperation between the Claremore, Bartlesville and Pryor Police Departments and Rogers State University Police Department. The Agreement for Mutual Cooperation primarily deals with jurisdictional boundaries and the limits of law enforcement authority of University Police Department police officers in off-campus areas, and gives jurisdictional boundaries for municipal police departments and authority on RSU owned property. University Police shall have authority to affect an arrest or execute a search warrant within the agreed jurisdictional boundaries.

Crime and Emergency Reporting

All students, employees, and guests are encouraged to report criminal incidents, suspicious activity, and other public safety related emergencies and incidents to the RSU Police promptly. To report emergencies using campus phones dial 9 + 911. RSU Police may also be contacted directly via “Blue Light” Police Emergency Phones (call boxes) located through the Claremore campus. Incidents may also be reported to the Claremore, Pryor or Bartlesville Police, who will notify the RSU Police Department.

For non-emergencies, contact RSU Police on the Claremore Campus by dialing 918 343-7624. The Bartlesville Police Department may be contacted at 918 338-4282 and the Pryor Police Department at 918 824-8500. Emergency and non-emergency RSU Police phone numbers are listed on the RSU Police Department website at <http://www.rsu.edu/rsupd/index.asp>.

Campus Security Authorities (CSA)

To encourage the timely reporting of crimes on campus, the Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act identify and define Campus Security Authorities (CSA) as University faculty and staff members with “significant responsibilities” for students and campus activities. They are campus officials who manage or otherwise oversee student and campus activities. Some examples of CSA’s include University Police staff, deans, department heads, residential life director and student affairs staff. Crimes reported to CSA’s may not have been reported to the Police. This is often the case in incidents of sexual assault. A licensed or certified counselor, who is functioning within that scope at the time a crime is reported, is not considered a CSA and not required to report crimes but is encouraged to review crime reporting options with reporting practices.

On a timely basis, CSA’s are required to forward a CSA crime report using the proper form to the attention of University Police Chief Gary Boergemann at the Claremore campus police office. Timely notification of crimes and/or other emergencies by community members to University Police and/or a CSA will allow RSU personnel the opportunity to review whether or not a Crime/Security Alert should be issued, and will assist Rogers State University in maintaining accurate crime data.

Anonymous Reporting

RSU permits victims or witnesses to report crimes to RSU Police on a voluntary, anonymous basis (and includes such anonymous reports in reported crime totals) but encourages individuals who report crime to provide identifying information. The purpose of this type of report is to comply with the reporting party's wish to keep the matter anonymous, while taking steps to contribute to future campus safety. With such data, the University can maintain accurate records of the number of incidents and determine if there is a pattern of crime with regard to a particular location, method, or offender, and appropriately alert the community to potential danger. The University Police Department does not usually accept anonymous police reports, but will, if the information is related to suspicious behavior that may later involve criminal activity.

Responding to Sexual Assault

Any student or employee who is aware of a sexual assault is encouraged to contact the University Police Department and/or a CSA immediately. Whether or not a sexual assault survivor decides to report an incident to the police, the survivor is encouraged to seek medical treatment and access counseling resources immediately.

Medical Attention

It is important to seek immediate and follow-up medical attention for several reasons. These include assessing and treating any physical injuries, determining the risk of sexually transmitted diseases or pregnancy, and gathering evidence that could aid criminal prosecution. Physical evidence should be collected immediately, ideally within the first 24 hours. It may be collected later than this, but the quality and quantity of the evidence may be diminished. Even if a survivor has not been physically hurt, the medical examination (associated with a reported sexual assault) is strongly recommended to maintain all legal options. After the evidence is collected, it can be stored in case criminal charges are pressed at some later date.

Counseling and Support Resources

Students can talk confidentially about a sexual assault with a University mental health professional at RSU Counseling Services at 918-343-7845 (<http://www.rsu.edu/counseling/index.asp>). Counseling Services is located in the Centennial Center, second floor. Counseling Services and local law enforcement agencies can provide a list of local sexual assault support resources.

Notifying University Police

University Police can assist in reviewing options and identifying and facilitating support resources. Reporting a sexual assault to the police will assist in gaining information that may lead to the arrest of an offender or aid in the investigation of other assaults. The investigation and prosecution, or discipline, of the suspect may help prevent future assaults. Reporting the incident does not mean a sexual assault survivor is obligated to take the offender to court (i.e., prosecute). In addition to, or instead of, possible criminal prosecution, a student may also choose to pursue a complaint against another University student through the Office of Student Affairs, see <http://www.rsu.edu/student-affairs/docs/student-code.pdf>. To report these types of incidents contact the University Police located in the Campus Police Building at 343-7624, or the Student Affairs Office located in the Centennial Center at 343-7574, or 911 for the local police department.

If you are a victim (survivor) of a sexual assault:

1. Get to a safe place as soon as possible. Following an assault, the primary concern is for the sexual assault survivor's safety. Contact someone you trust to be with you and support you.
2. Seek medical attention as soon as possible to ensure physical wellbeing.
3. Try to preserve all physical evidence. Do not bath, shower, or change clothes before seeking medical attention. Preserving evidence is important in later pursuing a criminal or other judicial case.

4. Consider reporting the incident to University Police and/or a CSA who can provide support and identify available resources.
5. Talk with a counselor who will help explain your options and provide relevant information and emotional support. If a student survivor chooses not to go through the legal system and the perpetrator is University affiliated, there are disciplinary and non-disciplinary options available through Rogers State University. A student survivor can discuss these options by contacting the Director of Student Development at 918 343.7707.

Sexual Assault Hearing and Appeals System

In accordance with the *Student Code of Conduct* (<http://www.rsu.edu/student-affairs/docs/student-code.pdf>), students may file a sexual assault complaint against another RSU student through the Office of Student Affairs. The Code of Student Conduct provides for various sanctions for violation of non-academic policies up to and including suspension or expulsion. Hearing procedures are outlined in the University's Sexual Harassment policy. University sanctions, up to and including termination or expulsion, will be implemented after the final determination of an institutional disciplinary proceeding. Both parties have the same opportunities to have others present during a disciplinary proceeding. Both the accuser and the accused will be advised of the outcome of disciplinary proceedings. For additional information, or to file a complaint, contact the Office of Student Affairs Director of Student Development at 918.343.7707.

Academic and Housing Assistance

Students who allege sexual assault by another student may request to change their academic situations or University housing assignments after the alleged incident if such changes are reasonably available. For additional information, contact the Office of Student Affairs, Vice President for Student Affairs at 918 343 7579.

Sexual Response Resources

Local:

Safenet Services 1- 888-372-9400

State:

Oklahoma Safe Line 1-800-522-7233 (SAFE)

Oklahoma Coalition against Domestic Violence & Sexual Assault (M-F/9-5) Referrals 405-524-0700

National:

Rape, Abuse & Incest National Network Hotline 1-800-656-4673 (HOPE)

Communication Services for the Deaf 1-800-252-1017 (TTY)/ 1-866-845-7445 (Voice)

Rogers State University

Counseling and Psychological Services

Office of Student Affairs

918 343-7845

Missing Community Member

If a member of the Rogers State University community has reason to believe that a student or employee is missing, they must immediately contact the RSU Police Department. Upon receipt of the initial report, University Police will notify the Office of Residential Life, whose staff will determine whether the student is a Resident Student.

When the RSU Residential Life Staff receives information that a Resident Student is reported missing, the Residential Life Staff will conduct a preliminary investigation regarding any report of a missing Resident Student utilizing the following procedures.

1. A Residential Life Staff member will attempt to contact the subject Resident Student via his/her telephone, email, or social networking site.
2. If the subject Resident Student cannot be reached, two staff members will visit the apartment of Resident Student in question to verify his/her whereabouts and/or wellness. If the student is located, the Residential Life Staff may deliver a message to the student requesting that he/she contact a parent, family member, or friend who is searching for him/her.
3. If the missing Resident Student is not at the apartment, but it is occupied, the Residential Life Staff will attempt to gain information on the student's whereabouts and/or wellness from questioning the occupants of the apartment, other members of housing community, or other friends. The Residential Life Staff will also attempt to acquire additional contact information and use it to initiate contact.
4. If there is no response when the Residential Life Staff members knock on the door of the apartment or there are occupants who do not know the missing Resident Student whereabouts, the Residential Life Staff will enter the apartment and individual room assigned to the reported missing Resident Student, by key if necessary, to perform a health and safety inspection.
5. At any step in the process, the Director of Residential Life will immediately report any suspicious findings to RSU Police Department.
6. If all of these steps do not provide Residential Life Staff with an opportunity to speak with the missing on-campus student or to learn his/her whereabouts, the University Police will be contacted to investigate further.
7. If the missing Resident Student is determined to be under the age of eighteen, the Director of Residential Life will notify the Vice President for Student Affairs so that contact will be made with the student's parents within 24 hours. If the missing Resident Student is determined to be over the age of eighteen, the Director of Residential Life will notify the Vice President for Student Affairs so that contact will be made with the student's designated emergency contact within 24 hours.
8. If these steps provide the Residential Life Staff with an opportunity to speak with the missing Resident Student, verification of the student's state of health and intention of returning to campus is made. If needed, a referral will be made to the RSU Counseling Center. The Office of Student Affairs shall contact RSU Campus Police to document that a missing student investigation was begun and apprise them of the student's state of health and well-being. For additional information, visit the Residential Life website at <http://www.rsu.edu/res-life/missing-student.asp>

When making notification, provide as much information as possible regarding the missing person including: a physical description; what they were wearing when last seen; where they were last seen; what physical condition they were in when last seen; if they are driving or have a vehicle and its description; and whom they were with. In addition, report any information you are aware of related to medical or other special conditions.

Emergency Preparedness

The ultimate goal of emergency preparedness is to promote community safety, assure continuity of emergency response operations and restore normal University operations and services as quickly as possible following an emergency. Emergency planning and response is an evolutionary process adapting to the nature of the emergency at hand. The intent of the Emergency Operation Plan (EOP) is to define basic procedures as a guideline for response personnel. The University seeks to minimize the impacts of emergencies and to maximize the effectiveness of the campus community through increased coordination and preparedness. When responding to and recovering from major emergencies and catastrophic occurrences, the plan provides an organizational structure for the continuity of campus operations in pursuit of the University's academic mission. The EOP identifies key decision makers and their roles during a campus emergency. The plan establishes emergency command centers and describes procedures that will be utilized during specifically identified severities of emergency. For additional information about the Emergency Plan, go to <http://www.rsu.edu/safety/docs/emergency-plan.pdf>.

Rogers State University is in compliance with the National Incident Management (NIMS) training as evidenced by certification from the Oklahoma Office of Homeland Security. The certificate recognizes RSU's successful completion of the Goals 2010 NIMS Compliance Objectives as outlined by FEMA's National Incident Management Integration Division. University Police Officers completed the associated training. On September 9, 2009 and December 15, 2009, RSU conducted a tabletop drill facilitated by TL International, Inc. The objective of the drill was to test the implementation of the University's Emergency Operation Plan. In 2010 fire and weather drills were conducted on the Claremore campus in the student apartments and a fire drill was directed on the Pryor campus.

Campus Safety Preparedness Plan

Rogers State University has three campuses located in Claremore, Pryor, and Bartlesville. The campuses have their own tailor made plans because of geographical location and physical building type. The Campus Safety Preparedness Plans are located for Claremore at <http://www.rsu.edu/safety/index.asp> for Bartlesville at <http://www.rsu.edu/bartlesville/emergency-plan.asp> and Pryor at <http://www.rsu.edu/pryor/emergency-plan.asp>

General Building Evacuation

The time to become familiar with emergency procedures is before an emergency! If a building evacuation occurs, every department should have a specific pre-determined emergency assembly area where employees, students, and visitors should meet to check in with the building warden. The building wardens from each building should be responsible to assign primary search responsibilities and the emergency assembly location for faculty and staff. Search assignments should be posted in various locations throughout the building. Following a search, the RSU Police Department or other emergency response personnel should be notified of any missing persons.

Some emergencies may require evacuation of the building. In this event: Take all alarms seriously. When the fire sound alarms, activate the building evacuation plan and leave the building IMMEDIATELY.

1. Fire alarms or verbal notice will USUALLY be used to sound the evacuation.
2. Safely stop your work. Remain calm and orderly.
3. Gather your personal belongings quickly since it may be hours before you are allowed back into the building.
4. Seek out and give assistance to disabled or injured people in the area. *Refer to section for persons with limited mobility/special need. All floors in the building must be searched including bathrooms, classrooms, etc. Refer to the search assignment for the building.
5. If safe to do so, close doors and windows, but do not lock them.
6. Never block stairwell doors open.
7. If time permits, turn off the power to all electrical equipment.
8. Walk quickly, but do not run to the nearest safe exit via the stairway. NEVER USE ELEVATORS.
9. Follow emergency evacuation plan or instructions from RSU Police or other properly identified emergency personnel.
10. Go to your pre-determined Emergency Assembly Area, which should be a safe distance away from the affected building(s). Report to your supervisor. If you don't know about your departmental emergency assembly area.
11. Keep all roadways and walkways clear for emergency vehicles.
12. NEVER RE-ENTER ANY BUILDING until instructed to do so by Claremore Fire Department or RSU Police or other properly identified emergency personnel.

Emergency Notification

In the event of a major catastrophe or disaster, Rogers State University's emergency alert system enables us to send voice messages to student and employee home and/or cell phones, text messages to cell phones and written messages to email accounts. Having valuable information enables individuals to make choices regarding their personal safety.

Providing cell phone and other contact information ensures that receipt of the latest information in the event of an emergency or weather-related event. Students and employees can sign up for the emergency message notifications at <http://www.rsu.edu/emergency-alert/index.asp>.

Please be aware that the notification message may not be issued if, in the professional judgment of responsible authorities, the message may compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency. In addition, postings, flyers, student newsletters, public service announcements by RSU television station (KRSC-TV) or the campus radio station (KRSC-FM 93.1) may be used to release information.

Third parties attempting to deliver a true emergency message to a student on-campus may request the University Police or Office of Student Affairs for assistance. Class schedules or other personal identifying information will not be released unless the student has filed the appropriate FERPA waiver with the Registrar's Office. This service is available Monday through Friday, 8:00 am to 5:00 pm. The University Police will also assist after hours.

Emergency Alert System

In the event of an actual emergency, RSU will rapidly call/send a recorded message, email, and send a text message to the entire campus community. Because RSU might need to contact you before you arrive on campus in an urgent emergency situation, it is important that all possible means of contacting you at home and at work are current. For instructions on how University community members can enter or update their Emergency Contact information, visit: <http://www.rsu.edu/emergency-alert/index.asp>. The Emergency Alert System is tested quarterly.

Crime/Security Alerts

Timely Warning

RSU Police Department, in consultation with the President, is responsible for issuing timely warning. Anyone with information warranting a timely warning should report the circumstances to the RSUPD. When a determination has been made that a timely warning should be issued, RSUPD will inform the campus community by immediately contacting the Director of Public Relations or his/her designee to allow for appropriate media distribution of the warning, which may include, but is not limited to, printing the warning in the local newspaper.

In addition, a major catastrophe or disaster at RSU, the University may provide timely information regard the incident(s) using postings, flyers, student newsletters, and public service announcements with RSU Public Television station (KRSC-TV) or RSU Radio station (KRSC-FM 93.1). Visit <http://www.rsu.edu/rsupd/timely-warning.asp> for further information.

Crime and Crime Prevention

The Clery Act requires universities to provide statements about campus security procedures and practices to encourage students and employees to be responsible for their own security and the security of others. Although RSU works hard to ensure the safety of all individuals within our campus community, students and employees themselves must take responsibility for their own personal safety and property security. The Claremore, Pryor and Bartlesville campuses are not sanctuaries from crime. Conditions that encourage criminal activities prevail in highly populated places. Realizing you could be a victim is the first step in self-protection.

Community members are encouraged to visit the University Police web site to access a variety of information on crime prevention, campus safety measures and programming (<http://www.rsu.edu/rsupd/personal-safety.asp>). The website provides specific information about dating violence, sexual assault, identity crime and registered sex offender websites. *Your Rights as a Victim of Violent Crime* is also presented at <http://www.rsu.edu/rsupd/rightsvictim.asp>. Please visit www.ok.gov/dac for more information about your rights. The University Police has pamphlets available from the Oklahoma District Attorneys Council regarding your rights.

Simple, common sense proactive precautions are the most effective means of maintaining property security and personal safety. Students and employees who practice crime prevention can make this special community a safer place to learn, live, and work. The common tenets of crime prevention are straight forward: remain alert and attentive to potential dangers; do not put yourself or your property at risk; and immediately report suspicious incidents/circumstances to the police. A safe and secure campus is everyone's business.

Theft

Theft prevention is the anticipation, recognition, and appraisal of a risk of theft and taking steps to reduce or remove that risk. The techniques outlined in this document are designed to reduce the opportunity for theft and increase the risk for a would-be thief.

- Lock your office or study area whenever you are absent.
- Secure all valuables out of sight during your absence.
- Do not leave valuables lying around in open areas that are unattended.
- Never leave valuables and property in plain view in a parked vehicle.
- Practice vigilance – watch for and immediately report suspicious activity and behavior. When contacting Police or security provide detailed information.]Ask unescorted visitors entering your office to identify themselves and whom they are meeting
- Request identification from persons who wish to repair or remove property.
- Immediately report all criminal incidents to University Police or a designated CSA.

Local Crime Data

University Police website <http://www.rsu.edu/rsupd/index.asp>

Claremore Police website <http://www.claremorepolice.com>

Bartlesville Police website <http://www.cityofbartlesville.org/category.php?cat=1016>

Pryor Police Department <http://www.pryorpolice.com/>

Criminal Activity at Off-Campus Locations

The Clery Act requires a policy concerning the monitoring and recording through local police agencies of criminal activity in which students engaged at off-campus locations of student organizations officially recognized by the University. Rogers State University does not recognize any off-campus student organizations.

Safety in University Residences

Residents in University housing are responsible for making their visitors and guests aware of campus policies, and residents may be held responsible for the acts or conduct of their visitors and guests. Access to residence halls is limited to residents and their invited visitors and guests through the buildings established entrance areas. The residential security program includes a combination of patrol by the University Police, video surveillance of residence hall lobbies and some unalarmed secondary doors and alarms on secondary doors without video cameras.

Blue Light Police Emergency Phones

Community members should familiarize themselves with the "Blue Light" Police Emergency Phones located on the Claremore campus. They are housed in white boxes (on a pole) with a blue light overhead.

Access to Campus Facilities and Building Security

Many athletic and cultural events on campus are open to the public. The University bookstore, library, and cafeteria are also open to the public. Academic and administrative facilities generally are open only to students, faculty, staff, and their visitors. Administrative buildings are usually open from 8:00 am to 5:00 pm on weekdays. Academic buildings are usually open from 7:00 am to 11:00 pm on weekdays and as needed on weekends. University Police

Officers conducts building checks and assists in locking all buildings at scheduled times. Students must obtain written permission of an authorized faculty or staff member in order to be in a building after hours; or, under direct supervision of a faculty or staff member. Policies are in place for the distribution of keys.

Security Considerations in the Maintenance of Campus Facilities

Rogers State University is committed to campus safety and security. Exterior lighting and landscape control is a critical part of that commitment. The Physical Plant maintains the University buildings and grounds, including lighting, walks, roadways, and landscaping, and conducts routine checks of lighting on campus. University Police regularly patrols the Claremore campus, and reports malfunctioning lighting and unsafe physical conditions to the Physical Plant for correction. Community members are encouraged to report any deficiency in lighting (such as dim, obstructed, or non-operational lights) or other unsafe facility conditions to the Physical Plant at (918) 343-7818. After hours, call the Campus Police at (918) 343-7624 or leave a voice message with the Physical Plant.

Reporting Safety Hazards

To report any safety or security hazard, call the Campus Police at (918) 343-7624 or Campus Housing at (918) 7789 or the Claremore Police at 918 341-1212, Pryor Police at 918 824-8500 or Bartlesville Police at 918 338-4282.

Student Conduct

Students are subject to all University rules and regulations and designated disciplinary procedures, and sanctions for conduct that occurs on University premises, at a University activity, program, function, or sponsored event. The University's basic standard of behavior requires that a student (a) not violate any municipal, state, or federal laws, or (b) not interfere with or disrupt the orderly educational process of Rogers State University. A student is not entitled to greater immunities or privileges before the law than those enjoyed by other citizens.

Authority is vested in the University of Oklahoma's Board of Regents and the President of the University. This includes authority to control and regulate various aspects of student behavior through disciplinary means. Disciplinary authority and judicial latitude necessary to accomplish the discipline are delegated to the Vice President for Student Affairs. The decision of the Vice President for Student Affairs shall be final and not appealable except in cases of interim suspension, suspension or expulsion, which may be appealed to the Committee on Student Conduct.

Generally, institutional discipline shall be applied only in response to conduct with adversely affects the University community's pursuit of its educational objectives, violates or shows disregard for the rights of individuals within the University community, damages property, and/or violates local, state or federal law. For additional information, consult the *Code of Responsibility and Conduct for Students* at <http://www.rsu.edu/student-affairs/docs/student-code.pdf>.

Alcohol and Other Drug Policies

Rogers State University fully supports federal laws that require academic and working environments is free from illicit drug and alcohol use. For further information, consult Employee Policies and Procedures Manual at <http://www.rsu.edu/comptroller/personnel/federal-compliance.asp> for specific policies related to compliance with the Drug-Free Workplace Act of 1988 (copies are available in the Office of Employment and Benefits. As applicable, University community members are held accountable for their actions through state law, city ordinance and the University's student disciplinary processes.

Rogers State University prohibits the unlawful possession, use, or distribution of any illicit drugs and/or alcohol by students and/or employees in or on buildings, facilities, grounds, or other property owned and/or controlled by the

University or as a part of University activities. “Policy on Prevention of Alcohol Abuse and Drug Use on Campus and in the Workplace.” Violators of this policy are subject not only to local, state, and federal penalties, but also to RSU sanctions, which may include fines, seminars, reprimands, probation, counseling/therapy, suspension, expulsion, and/or termination of employment. Drug and alcohol laws are vigorously enforced on the Rogers State University campus and violators are subject to criminal prosecution. This and other policies are disseminated in the student code of conduct and resident handbooks.

Counseling Assistance

RSU Counseling Services are staffed by a professional counselor who provides confidential, short-term counseling to currently enrolled RSU students at no charge. Students are encouraged to contact RSU’s Counseling Services to discuss any issues related to alcohol or drug abuse or for other support services. Counseling is provided for crime victims and/or witnesses. Pastoral counselors will be recommended upon request. For additional information, contact Counseling Services at 918-343-7845 or visit their web site at <http://www.rsuedu/counseling/index.asp>. For additional information for educational programs provided by Counseling Services, visit their web site at <http://www.rsu.edu/counseling/presentations.asp>. For additional information about sexual assaults, victims can contact *Safeline* for Toll-free information at 1-800-522-7233.

Campus Sex Crimes Prevention Act

The federal Campus Sex Crimes Prevention Act requires institutions of higher education to issue a statement advising the campus community where information concerning registered sex offenders may be obtained. Persons convicted of certain sex offenses are required by law to register with the State. A current listing of registered sex offenders is available at the following web sites.

- For information on registered Sex Offenders, visit the Claremore Police Department web site.
<http://www.claremorepolice.com/>
- For public information on Sex Offenders, visit the Department of Corrections web site.
<http://www.doc.state.ok.us/offenders/offenders.htm>
- For public information on people arrested, visit
<http://www.oscn.net/applications/oscn/start.asp?viewType=DOCKETS>

University Police Crime Prevention and Safety Programs

University Police provide various crime prevention and safety programs during the course of the year and can also tailor a program to meet specific needs. For additional information, call 918 343-7624.

Program Name	Target Audience	Topic	Annual Frequency
Assault Awareness Week	Students, faculty, staff	Sexual assault prevention	1
Violence Awareness	Students, faculty, staff	Active shooter and campus lock down	1-2 and per request
Alcohol Awareness Week	Students, faculty, staff	Alcohol and drug abuse prevention	1
Safe Spring Break Week	Students	Spring break safety including alcohol and drug abuse and sexual assault prevention	1
Robbery Awareness	Staff	Armed robbery prevention and safety	3 and per request

Residential Assistant Training Program	Residential Assistants (RA)	RSUPD overview, basic safety, emergency services, fire safety, crime prevention and	1-2
Guidance Counselor Training Program	Summer Upward Bound Counselors	Juvenile criminal issues, crime prevention and RSUPD overview	1

Sexual Assault Prevention

The Office of Student Affairs, the primary provider of sexual assault education and prevention on campus, conducts information sessions on the prevention of sexual assault for students as well as prevention programs for the entire campus community. Education awareness and risk reduction sessions are available in the following areas: sexual assault, acquaintance rape, date rape drugs, healthy sexual relationships, communication and consent, relationship violence, and how to support a survivor of sexual assault.

Alcohol/Drug Education

Counseling Services and the Student Health Center offer a number of educational programs related to alcohol and drug abuse during the school year. The Student Health Center offers one-on-one screenings for students concerned about their alcohol and/or drug use.

Crime, Arrests and Student Referral Data

The Clery Act requires disclosure of certain completed or attempted crimes, categories of arrest, and student disciplinary referrals reported to Campus Security Authorities and local law enforcement. With the exception of liquor, drug or weapons law violations, it is immaterial whether an arrest is made. Crimes are defined with the Clery Act and not state law (see definitions and crime data below).

Definitions of Reportable Crimes and Locations

CRIMES

- A. **Murder and Non-negligent Manslaughter:** the willful (non-negligent) killing of one human being by another.
- B. **Negligent Manslaughter:** the killing of another person through gross negligence.
- C. **Sex Offenses – Forcible:** Any sexual act directed against 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.
 - a. **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 or physical incapacity (or because of his/her youth.)
 - b. **Forcible Sodomy:** Oral or anal sexual intercourse with 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 temporary or permanent mental or physical or physical incapacity.
 - c. **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 temporary or permanent mental or physical or physical incapacity.
 - d. **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 temporary or permanent mental or physical or physical incapacity.
- D. **Sex Offenses, non-forcible:** Unlawful, non-forcible sexual intercourse.
 - a. **Incest:** Non-forcible sexual intercourse between persons who are related to each other with the degrees wherein marriage is prohibited by law.
 - b. **Statutory Rape:** Non-forcible sexual intercourse with a person who is under the statutory age of consent.
- E. **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.

- F. **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 a means likely to product 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 that could and probably would result in serious personal injury if the crime were successfully completed.)
- G. **Burglary:** The unlawful entry of a structure to commit a felony or 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 acts.
- H. **Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft of cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned, including joyriding.)
- I. **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.

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 for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned activities. (Drunkenness and driving under the influence are not included in this definition.)

DRUG LAW 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).

WEAPON LAW VIOLATIONS: The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possess deadly weapons; and all attempts to commit any of the aforementioned acts.

HATE CRIME: A hate crime is defined as any crime noted above (A through I), and the crimes of larceny-theft, vandalism, simple assault, intimidation or any other crimes involving bodily injury where the victim was intentionally selected because of his/her actual or perceived race, gender, religion, sexual orientation, ethnicity or disability.

- **Larceny-Theft:** includes the crimes of Pocket Picking, Purse Snatching, Shoplifting, Theft from Building, Theft from Coin Operated Machine or Device, Theft from Motor Vehicle, Theft of Motor Vehicle parts or Accessories an all Other Larceny.
- **Simple Assault:** an unlawful physical attach 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 a physical attack.
- **Destruction/Damage/Vandalism of Property (except Arson):** to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control over it.

Locations

On-campus means all property, including residential facilities, owned or controlled by an institution within the same reasonable contiguous geographical area and used by the institution in direct support of, or in a manner related to, institutional educational purposes, including residence halls; and any building or property that is within or reasonably contiguous to paragraph (I) of this definition, that is owned by Rogers State University but controlled buy another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

Non-Campus means any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is being used in direct support of, or in relation to, the institution's educational purposes, is frequently by students and is not within the same reasonably contiguous geographic area of the institution.

Residential means property owned or controlled by the institution used to provide housing for the institution's students.

Public Property means all public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus. The Clery Act does not require disclosure of crime statistics for public property that surrounds non-campus buildings or property.

Bias Type for Crimes Manifesting Prejudice

Rogers State University is required to report Clery Act recognized Hate Crimes by category of prejudice, geographic location, the year the incident was reported and category of crime (including any crime perpetrated on the basis of prejudice that results in bodily injury). For the 2009-2010-2011 reporting years, Rogers State University received no reports of Clery Act Hate Crimes.

**Campus Crime Report for 2011
Claremore Campus**

<u>Category</u>	<u>Venue</u>	<u>Reporting</u>		
		2009	2010	2011
Criminal Homicide: Murder and Non-negligent Manslaughter	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Negligent Manslaughter	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Sex Offenses: Forcible	On Campus*	0	0	1
	In Dormitories or other residential facilities	0	0	1
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Non-forcible	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Robbery	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Aggravated Assault	On Campus*	0	0	2
	In Dormitories or other residential facilities	0	0	2
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Burglary	On Campus*	5	3	6
	In Dormitories or other residential facilities	1	1	6
	On public property	0	0	0
	In or on a non-campus building or property	0	1	0
Arson	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0

**Campus Crime Report for 2011
Claremore Campus**

<u>Category</u>	<u>Venue</u>	<u>Reporting</u>		
		2009	Year 2010	2011
Motor Vehicle Theft	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Arrest For: Liquor Law violations	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Drug-related violations	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Weapons possession	On Campus*	0	0	1
	In Dormitories or other residential facilities	0	0	1
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Disciplinary Referrals: Liquor Law violations	On Campus*	19	49	60
	In Dormitories or other residential facilities	19	49	60
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Drug-related violations	On Campus*	0	1	1
	In Dormitories or other residential facilities	0	1	1
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Weapons possession	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0

**Campus Crime Report for 2011
Bartlesville Campus**

<u>Category</u>	<u>Venue</u>	<u>Reporting</u>		
		2009	2010	2011
Criminal Homicide: Murder and Non-negligent Manslaughter	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Negligent Manslaughter	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Sex Offenses: Forcible	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Non-forcible	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Robbery	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Aggravated Assault	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Burglary	On Campus*	1	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Arson	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0

**Campus Crime Report for 2011
Bartlesville Campus**

<u>Category</u>	<u>Venue</u>	<u>Reporting</u>		
		2009	Year 2010	2011
Motor Vehicle Theft	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Arrest For: Liquor Law violations	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Drug-related violations	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Weapons possession	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Disciplinary Referrals: Liquor Law violations	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Drug-related violations	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Weapons possession	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0

**Campus Crime Report for 2011
Pryor Campus**

<u>Category</u>	<u>Venue</u>	<u>Reporting</u>		
		2009	2010	2011
Criminal Homicide: Murder and Non-negligent Manslaughter	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Negligent Manslaughter	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Sex Offenses: Forcible	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Non-forcible	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Robbery	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Aggravated Assault	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Burglary	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Arson	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0

**Campus Crime Report for 2011
Pryor Campus**

<u>Category</u>	<u>Venue</u>	<u>Reporting</u>		
		2009	2010	2011
Motor Vehicle Theft	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Arrest For: Liquor Law violations	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Drug-related violations	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Weapons possession	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Disciplinary Referrals: Liquor Law violations	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Drug-related violations	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0
Weapons possession	On Campus*	0	0	0
	In Dormitories or other residential facilities	0	0	0
	On public property	0	0	0
	In or on a non-campus building or property	0	0	0

Key to Notations:

* = This category includes all on-campus incidents, including those listed in the category below it. Therefore, the two categories are not cumulative, but duplicative.

ra = race

g = gender

re = religion

s = sexual orientation

e = ethnicity

d = disability

Each statistic, resulting in bodily injury that is motivated by a type of bias or prejudice will have a superscript notation for the type of bias. Numbers in superscripted parenthesis indicate the number out of the total number of incidents that were motivated by each type of bias.

Of the liquor Law violations: 24 were 21 or older and 36 were under 21

RSU Annual Fire Safety Report / Academic Year 2011

Residence Hall / Apartment	Number of Fires	Cause of Fire	Number of Injuries	Number of Deaths	Property Damage
Student Apartments	0	0	0	0	0
Family Housing	0	0	0	0	0
On campus	1	Car engine/fuel leak	0	0	\$1,000.00

Specifications for On-Campus Housing Facility Fire Systems

Residence Hall / Apartment	Fire Safety Control System	Location of Sprinklers	Alarm Types
Student Apartments	Pendergraph monitoring reports to RSU-Police and the Claremore Fire Department	Bedrooms, bathrooms, common areas, hallways, lounges, stairwells, and office area.	Heat and smoke activated, pull stations, and some audio / visual
Family Housing	Pendergraph monitoring reports to RSU-Police and the Claremore Fire Department	Bedrooms, living room, and bathrooms.	Heat and smoke activated

Note: A fire extinguisher is placed under the kitchen sink of each unit and tested once a year.

I. Evacuation procedures for fire and number of mandatory fire drills

The *Student Apartment Handbook* specifies the following procedures:

- (1) Exit your apartment using the closest stairwells, instead of elevator, to your room if you are on the second or third floor calmly and carefully;
- (2) Upon exiting complex, go to your designated areas (Building 1- in front of library; Building 2- in front of library; Building 3- field north of apartments; Building 4- nature reserve parking lot); and
- (3) Wait until the fire department and/or University Police state that it is safe to return to the building.

It is essential for each student to know what to do if, and when, an evacuation of the complex is necessary. A *minimum of one fire evacuation drill is conducted each semester with the assistance of the University Police and is mandatory for students.* In 2011 Fire Drills were conducted once each semester for the student apartments and family housing.

II. The institutional policies on portable electrical appliances, smoking, and open flames

In the *Student Apartment Handbook*, students are informed that guidelines have been established in the interest of individuals' safety and the preservation of University housing property. Within this document, students are informed that the following items are not permitted within the facility: halogen lamps, electric skillets, flammable liquids, space heaters, sun lamps, deep fryers, broilers, outdoor grills, and multiple-outlets without self-contained circuit breaker.

The following guidelines have been established regarding decorating personal space: no items that could create a fire hazard; hanging of sheets, blankets or any object obstructing emergency evacuation; hanging posters or other

decorations that cover large portions of wall or other surfaces that could present a fire hazard; burning candles, incense or any other flame/heat producing items; and anything hung from the sprinkler heads.

Smoking is prohibited in University housing except in designated areas. Students who violate this policy will be charged for fumigation of rooms/apartments and be subject to additional sanctions. Due to sanitary considerations, the use of smokeless tobacco is prohibited in University housing except in individual student rooms/apartments if all occupants within a room/apartment agree to allow the use of these products within that room/apartment.

Smoking is not allowed in the breezeways or stairwells of the Student Apartment Complex. The only approved smoking areas are underneath the pavilion in the inner courtyard and in the parking lot. If students are caught smoking in the apartment, he/she will be assessed a \$50 fine, one point on housing record, and cost of fumigation. If students are caught smoking in breezeways or unauthorized areas, he/she will be assessed a \$30 fine and one point on housing record.

III. Fire safety education and training

Resident Assistants are trained and given specific information on the following

- who to contact in emergency,
- how to assess an emergency situation,
- how to respond using general response steps, and
- how to respond to fire emergencies.

In addition, Resident Assistants receive a *Residential Life RA Handbook* that contains information for future reference. This training is put into practice by Resident Assistants when drills are conducted along with follow-up discussion for purpose of improvement.

IV. Any plans for improving fire safety

Plans for future improvement in fire safety include

- posting evacuation procedures on the inside of each unit's front door and
- training Resident Assistants on how to properly use fire extinguishers.

V. The fire safety log is maintained in the RSU Campus Police Office.

For more information about Jeanne Clery Act and RSU See: <http://www.rsu.edu/rsupd/clery-act.asp>