



**MOBERLY AREA COMMUNITY COLLEGE SAFETY
GUIDELINES**

2024 CRIME STATISTICS REPORT

2024 FIRE SAFETY REPORT

- **Moberly Area Community College**
- **MACC-Columbia**
- **MACC-Mexico**
- **MACC-Kirksville**
- **MACC-Hannibal**

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

CLERY ACT NOTICE OF AVAILABILITY OF THE ANNUAL SECURITY REPORT

Moberly Area Community College is committed to assisting all members of the MACC community in providing for their own safety and security. The annual security and fire safety compliance document is available on the MACC website at www.macc.edu/crime-stats.

If you would like to receive a hard copy of the Annual Security Report which contains this information, stop by the MACC Security Department located inside Student Services, 12 Komar Hall, or you can request that a copy be mailed to you by calling (660)263-4100 x11247.

The website and booklet contain information regarding campus security and personal safety including topics such as crime prevention, fire safety, campus security officers, crime reporting policies, disciplinary procedures, sexual misconduct policies and other matters of importance related to security and safety on campus. They also contain information about crime statistics for the three previous calendar years concerning reported crimes that occurred on our campuses, and on public property within, or immediately adjacent to and accessible from the campus. Moberly Area Community College does not recognize any off-campus student organizations or off-campus housing facilities at any of our MACC locations. Crime statistics are gathered from local law enforcement according to the rules put in place by the Clery Act, and report statistics that occur on campus property, in residence halls, and on adjacent non-campus and/or public property.

This information is required by law and provided by the MACC Security Department with cooperation from local law enforcement agencies. The report is published annually prior to October 1st.

(Pages 2-31)

MOBERLY AREA COMMUNITY COLLEGE SEXUAL MISCONDUCT POLICY C.160

SEXUAL MISCONDUCT POLICY

I. Policy

Moberly Area Community College (MACC) is committed to providing an environment for its students, faculty, staff, and visitors free from discrimination on the basis of sex (including pregnancy and marital status), gender identity, and sexual orientation. MACC maintains a strict policy prohibiting sexual misconduct in any form, to include sexual harassment, sexual discrimination, and sexual violence (rape, sexual assault and other sexual offenses, dating violence, domestic violence, and stalking). On this page you will find MACC's Sexual Misconduct Policy, as well as several links to the left that will lead you to additional information. This policy applies to

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

students and employees, as well as third parties. This policy takes effect August 1, 2024 and only applies to complaints of behavior which occurred on or after August 1, 2024.

MACC is dedicated to ensuring a prompt compassionate response to any report of sexual misconduct. To report possible misconduct, ask questions or communicate concerns, contact:

Katelyn Wilson, MACC Title IX Coordinator

Phone: 660-263-4100, ext. 11396

Email: katelynw@macc.edu

II. Commitment to Prohibit Sexual Misconduct

MACC is committed to providing an environment for its students, faculty, staff, and visitors free from discrimination on the basis of sex (including pregnancy and marital status), gender identity, and sexual orientation. MACC maintains a strict policy prohibiting sexual misconduct in any form, to include sexual harassment, sexual discrimination, and sexual violence (rape, sexual assault and other sexual offenses, dating violence, domestic violence, and stalking). This policy applies to students and employees as well as third parties.

Response options are available through MACC policies and/or local, state, and federal law enforcement agencies for any persons who have been sexually harassed, have experienced sexual discrimination, or have been a victim of sexual assault or other sexual misconduct which impacts their educational experience or employment environment.

Any person found to be in violation of this Sexual Misconduct Policy will be subject to action by MACC, up to and including dismissal. A complainant may wish to report to law enforcement agencies. If a report to law enforcement agencies is desired, the Title IX Coordinator, or their designee, would be able to assist.

MACC complies with all laws and regulations governing how colleges and universities handle sexual offenses. This policy outlines institutional procedures to meet the requirements of Title IX, the Violence against Women Reauthorization Act of 2013, the Campus Sexual Violence Act (CampuSaVE Act), and the Clery Act.

If any person feels MACC is not meeting their federal regulatory requirements, regulatory complaints may be submitted to:

Title IX and Clery Act

Title VII

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

U.S. Department of Education
One Petticoat Lane
1010 Walnut Street, Suite 320
Kansas City, MO 64106
816.268.0550
816.268.0559 fax
ocr.kansascity@ed.gov

U.S. Equal Employment Opportunity Commission
Robert A. Young Federal Building
1222 Spruce Street, Room 8100
St. Louis, MO 63103
800.669.4000
314.539.7894 fax
800.669.6820 TTY

III. Options for Assistance

Community Assistance

The following non-MACC affiliated resources can provide an immediate, confidential response in a crisis situation and can assist an individual in obtaining needed resources and can provide guidance with reporting options and processes. These confidential contacts may also provide an advocate to accompany an individual to the hospital for treatment.

Safe Passage, Moberly
Hotline: 800-616-3754
Hotline: 660-269-8111
Phone: 660-269-8111
www.safepassagemoberly.org

True North Shelter, Columbia
Toll Free Crisis Line: 800-548-2480
Crisis Line: 573-875-1370
Crisis Line for Deaf: 800-380-3323
Phone: 573-875-1370
<http://truenorthofcolumbia.org>

Audrain County Crisis Intervention Services, Mexico
Hotline: 800-246-2280
Phone: 800-246-2280
<https://audraincountycrisis.org/index.html>

Avenues, Hannibal
Hotline: 800-678-7713
Hotline: 573-221-4280
<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

Phone: 573-221-4280

<http://avenueshelp.org>

Coalition against Rape and Domestic Violence (CARDV), Fulton

Help Line: 573-642-4422

Business Office: 573-642-1418

<http://callawaycardv.org>

The following emergency numbers are available to report sexual misconduct or an emergency situation.

- MACC Director of Security and Residential Life 660-263-4100 x11247 or 660-833-6990
- MACC Title IX Coordinator 660-263-4100 x11396
- Moberly Police 660-263-0346
- Columbia Police 573-874-7652
- Hannibal Police 573-221-0987
- Kirksville Police 660-665-5621
- Mexico Public Safety 573-473-5800

A victim of sexual assault should seek preventative treatment and treatment for injuries, as well as preserve evidence by being examined at a hospital. To preserve evidence, an individual should not bathe or change clothes or do any cleaning up in any manner prior to receiving medical assistance. The following local hospitals are trained to use a rape kit and perform examinations for evidence:

Moberly Regional Medical Center 660-263-8400

1515 Union Avenue

Moberly, MO

University of Missouri-Columbia Hospital and Clinics 573-882-4141

1 Hospital Drive

Columbia, MO

Hannibal Regional Hospital 573-248-1300

6000 Hospital Drive

Hannibal, MO

Northeast Regional Medical Center 660-785-1000

315 South Osteopathy

Kirksville, MO

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

Institutional resources

The following options exist for counseling, advocacy, and support for victims of sexual misconduct. These resources are available whether or not an individual chooses to make an official report to the College or to law enforcement.

MACC Resource:

MACC Student Assistance Program
(provided through H&H Health Associates, Inc.)
314-845-8302 or 800-832-8302
info@hhhealthassociates.com
www.hhhealthassociates.com

MACC Employee Assistance Program (provided through United Healthcare)
888-887-4114
Myuhc.com

The Employee/Student Assistance Program (EAP/SAP) offers counseling services and/or legal advice for both the complainant and the respondent involved in cases of sexual assault, harassment, discrimination, or other sexual misconduct. All services are confidential and at no cost to all students, employees, family members, significant others, and anyone residing in the student's or employee's household. Access to the EAP/SAP is 24/7 by phone or in-person by appointment. EAP/SAP staff will be able to connect an individual with a local counselor to meet face to face by appointment. In crisis situations, counselors are available to talk by phone 24/7. The EAP/SAP provides short-term, solution-focused counseling. Although there is no charge for services provided under the benefit, the benefit does have limits on the level of service and length of time a service will be provided at no cost. If there is a need for longer-term treatment, EAP/SAP counselors will be able to help with appropriate recommendations and referrals.

IV. Definitions

Coercion

Coercion occurs when someone is pressured, threatened, or compelled without the use of force to engage in sexual behavior. This can occur because of power imbalance between the parties.

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

Additionally, repetition, threat of humiliation, or making someone believe they are obligated to engage in sexual behavior. Repetition of requests for sexual behavior is a common example of sexual coercion.

Complaint

An oral or written request to MACC that can objectively be understood as a request for MACC to investigate and make a determination about the alleged policy violation(s).

Complainant

Complainant is an individual who is alleged to be the victim of conduct that could constitute sexual misconduct or sexual harassment under this policy.

Consent

Consent means that both people in a sexual encounter must agree to it, and either person may decide at any time that person no longer consents and wants to stop the activity. Consenting to one behavior does not obligate a person to consent to any other behaviors; consenting on one occasion also does not obligate a person to consent on any other occasion; consenting to have sexual intercourse with one person does not imply a person consents to have sexual intercourse with another person; consenting means only that at this particular time, a person would like to engage in this particular sexual behavior. Consent can be withdrawn at any time, and coercion, force, or threat of either invalidates the consent. An individual who is incapacitated (e.g., due to the use of alcohol or other drugs, is injured, is asleep or unconscious, or has a physical or mental disability) cannot consent. Silence or an absence of resistance does not imply consent.

Decision-maker

The person(s) who hears evidence, determines relevance, and makes the final determination of whether Policy has been violated and/or assigns sanctions.

Education program or activity

Locations, events, or circumstances where MACC exercises substantial control over the context in which the discrimination, harassment, and/or retaliation occurs and also includes any building owned or controlled by a student organization that MACC officially recognizes.

Employee

A person employed by MACC either full- or part-time, including student employees when acting within the scope of their employment.

Evidence summary report

A report created by the investigators and provided to the parties prior to the determination of policy violation. The report includes information related to evidence gathered and used in the investigation, a

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

summary of the incident as determined by the investigators, and a list of witnesses. The report will not include a determination, analysis, or a credibility assessment.

Final determination

A conclusion by the standard of proof that the alleged conduct did or did not violate Policy.

Finding

A conclusion by the standard of proof that the conduct did or did not occur as alleged (as in a “finding of fact”).

Force

Force can be threats of or actual physical violence to compel the complainant to engage in the sexual act. Force can also take on the form of coercion, threats to others, threats to humiliate, or intimidation. In instances of force, the victim often acquiesces and provides verbal agreement to engage in the behavior when actual consent is not provided.

Grievance process advisor

Any person chosen by a party, or appointed by MACC, who may accompany the party to all meetings related to the resolution process and advise the party on that process.

Impermissible

Evidence or questions that relates to the complainant’s sexual interests or prior sexual conduct which may not be raised in the investigation, unless 1) evidence about the complainant’s prior sexual conduct is offered to prove that someone other than the respondent committed the alleged conduct, or 2) is evidence about specific incidents of the complainant’s prior sexual conduct with the respondent that is offered to prove consent.

Incapacitation

Incapacitation is evidenced in sexual harassment and sexual violence when the complainant has indicated through behavior they are no longer able to make reasonable or rational decisions. Incapacitation can result because a person is unconscious, asleep, under the influence of drugs or alcohol, involuntary restraint, or suffers from permanent or temporary mental or physical health concerns, or has been provided drugs which lead to incapacitation. In cases of incapacitation, it is necessary for the respondent to have been reasonably able to tell a person was incapacitated.

Informal resolution

A resolution agreed to by the parties and approved by the Title IX Coordinator or their designee that occurs prior to a final determination in the resolution process.

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

Investigation

Investigations are conducted when a formal complaint is submitted regarding a violation of this policy. The investigation is completed by one or more trained investigators. The investigation gathers evidence to determine relevance to the allegations, conducts interviews, and prepares a report.

Investigation report

The Investigator's summary of all relevant evidence, analysis, credibility, and determination of the investigation.

Investigator

The person(s) authorized by MACC to gather facts about an alleged violation of this policy, assess relevance and credibility, synthesize the evidence, make a determination of a violation, and compile this information into an Investigation Report.

Jurisdiction

Locations, events, or circumstances in which MACC exercises substantial control over both the respondent and the context in which the conduct occurred; circumstances where MACC has disciplinary authority; misconduct that occurs outside of the program and that has an impact on the academic program or activity; and misconduct occurring within any building owned or controlled by an MACC-recognized student organization.

Knowledge

When MACC receives notice of conduct that reasonably may constitute harassment, discrimination, or retaliation in its Education Program or Activity.

Mandated reporter

An MACC employee who is obligated by policy to share knowledge, notice, and/or reports of discrimination, harassment, and/or retaliation with the Title IX Coordinator. All MACC employees are considered mandated reporters.

Notice

When an employee, student, or third party informs the Title IX Coordinator of the alleged occurrence of discriminatory, harassing, and/or retaliatory conduct.

Pregnancy or related conditions

Pregnancy, childbirth, termination of pregnancy, or lactation, medical conditions related thereto, or recovery therefrom.

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

Relevant

Materials, information, testimony, or questions that may aid a decision maker in determining whether the alleged discrimination, harassment, or retaliation occurred, or in determining the credibility of the parties or witnesses.

Report

An oral or written communication received by to the Title IX Coordinator or Deputy Title IX Coordinators of behavior that may be a violation of this policy but does not include a request to investigate and make a determination about the alleged policy violation.

Resolution process

The investigation and resolution of allegations of prohibited conduct under this policy, including informal resolution and formal resolution.

Respondent

An individual who has been reported to be the perpetrator of conduct that could constitute sexual misconduct or sexual harassment.

Retaliation

An adverse action, including intimidation, threats, coercion, or discrimination, against any person, by MACC, a student, employee, or a person authorized by the MACC to provide aid, benefit, or service under the MACC's education program or activity, for the purpose of interfering with any right or privilege secured by law or policy, or because the person has engaged in protected activity, including reporting information, making a complaint, testifying, assisting, or participating or refusing to participate in any manner in an investigation or adjudication process under this policy, including the informal resolution process, or in any other appropriate steps taken by the MACC to promptly and effectively end any sex discrimination in its education program or activity, prevent its recurrence, and remedy its effects.

Sanction

A consequence imposed on a respondent who is found to have violated this policy.

Sex

Sex includes sex assigned at birth, sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, and gender identity.

Standard of proof

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

The standard of proof is the evidentiary measurement by which a determination of a policy violation is decided. MACC utilizes the preponderance of the evidence standard which is defined as more likely than not.

Student

Any person who has gained admission and/or is progressing in a program. A student who has discontinued enrollment for six months or more is no longer considered a student unless that student has been placed on or granted leave related to a disciplinary sanction, an accommodation for pregnancy, or some other health related condition, or other reason required by law or approved by MACC. A person who has student status who subsequently graduates, is dismissed, or withdraws is no longer considered a student at the time of those actions.

Supportive measures

Non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or respondent before or after filing of a formal complaint or where no formal complaint has been filed. Examples of supportive measures include but are not limited to, counseling; extensions of deadlines or other course related adjustments; modifications of work or class schedules; campus escort services; mutual restrictions on contact between the parties; changes in work or housing locations; increased security and monitoring of certain areas; leaves of absence; or other similar measures.

V. Pregnancy or related conditions

MACC students or employees who are pregnant have protections under Title IX related to pregnancy or pregnancy related conditions. Pregnancy or pregnancy related conditions include pregnancy, childbirth, termination of pregnancy, or lactation, medical conditions related thereto, or recovery therefrom. It is the responsibility of the Title IX Coordinator and MACC to ensure equal access to the educational program or activity for a student or employee who is pregnant. The Title IX Coordinator will partner with the Director of Access/ADA to ensure these protections are applied appropriately.

Any MACC employee, who becomes aware that another employee or student is pregnant, must provide the pregnant individual with the Title IX Coordinator's contact information and advise the pregnant individual that Title IX resources may be available to the employee or student if the pregnant individual wishes to contact the Title IX Coordinator. The MACC employee who becomes aware of the employee or student's pregnancy is not required to and should not report the pregnancy to the Title IX Coordinator without the consent of the pregnant individual. However, if the pregnancy is the result of conduct that is a violation of this or other applicable MACC policies, that prohibited conduct must be reported as required by law and policy.

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

Reasonable accommodations for pregnancy or pregnancy related conditions under Title IX include but are not limited to:

1. Breaks for eating, drinking, using the restroom, or other health needs
2. Absences to attend medical appointments related to the pregnancy or recovery therefrom
3. Access to online education when reasonable
4. Changes in schedule or course sequence
5. Extension of time for coursework and rescheduling of examinations
6. Allowing to sit or stand as needed
7. Changes in physical space
8. Protective gear

In some instances, a voluntary leave of absence may be an appropriate accommodation, I requested by the student and/or the student's healthcare provider. A student returning from leave will be returned to the same academic status they held at the time of the leave. Leave may have consequences for:

- Financial aid
- Timeline of progression in the program
- Other program related consequences based on the specifics of the program

MACC is expected to make reasonable modifications to the academic program or activity. MACC is not required to make accommodations that fundamentally alter an MACC program or activity. Modifications which would be unduly burdensome or cause significant expense are generally not considered reasonable.

MACC will provide a lactation spaces at MACC locations in accordance with applicable state and federal law. The lactation space may not be a bathroom and will be clean, shielded from view, and free from intrusion.

Except for the Title IX coordinator (or designee) or the Director of Access/ADA (or designee), MACC employees may not request documentation related to the pregnancy. The Title IX coordinator (or designee) or Director of Access/ADA (or designee) should only request documentation when it is necessary and reasonable for MACC to determine the reasonable modifications to make or take additional specific actions.

MACC must treat pregnancy or pregnancy-related conditions in the same manner and the same policy(ies) as any other temporary medical condition.

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

VI. Prohibited Conduct

The conduct defined in this section is prohibited by Title IX regulations and under this policy. All definitions of offenses listed below include actual and/or attempted offenses. Multiple allegations may be combined into one investigation or evaluated individually based on the fact pattern.

All violations of this policy must be considered with free speech protections. If it is determined the behavior committed by the respondent is protected by free speech, it will not be considered a violation under MACC policy, except to the extent required or permitted by state and/or federal law.

Allegations of violations of this policy are investigated if they occur within MACC's program or activity, have an impact on MACC's program or activity, or would be adjudicated similarly by another MACC policy.

Hostile environment

Unwelcome conduct determined by a reasonable person to be so severe or pervasive and objectively offensive that it effectively denies a person equal access to the college's education program or activity or alters the conditions of employment from both a subjective (the alleged victim's) and an objective (a reasonable person standard) viewpoint.

Quid pro quo sexual harassment

By a person having power or authority over another constitutes sexual harassment when submission to sexual conduct is made either explicitly or implicitly a term or condition of rating or evaluating an individual's educational or employment progress, developmental, or performance. This includes when submission to such conduct would be a condition for access to receiving the benefits of any educational or employment program.

Sexual assault

Sexual assault means an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation, it includes offenses that meet the definition of:

- Sex Offenses, Forcible—Any sexual act directed against another person, without the consent of the complainant including instances where the complainant is incapable of giving consent. This includes attempts to commit any of the below acts.
- Forcible Rape—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 complainant.
- 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 (non-consensually) in instances

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

where the complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.

- Sexual Assault with An Object—To use an object or instrument to 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 (non-consensually) in instances where the complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
- Forcible Fondling—The touching of the private body parts of another person (buttocks, groin, breasts) for the purpose of sexual gratification, forcibly and/or against that person's will (non-consensually) or not forcibly or against the person's will in instances where the complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
- Sex Offenses, Nonforcible— Nonforcible sexual intercourse. This includes attempts to commit any of the below acts.
 - Incest—Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by state law.
 - Statutory Rape—Nonforcible sexual intercourse with a person who is under the statutory age of consent where the violation occurs.

Dating violence

Dating violence means violence which is committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship shall be determined based on a consideration of the following factors including 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.

Domestic violence

A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a child in common; by a person who is 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 jurisdiction.

Stalking

Stalking is a course of conduct that is directed at a specific person, is unwelcome, and would cause a reasonable person to feel fear for their safety or the safety of others or suffer substantial emotional distress. The acts of a stalker may include, but are not limited to, following a person or making unwanted communication or unwanted contact with a person directly; indirectly; online; or through third parties.

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

Retaliation

Accused individuals and employees shall not intimidate, harass, coerce, or otherwise retaliate against individuals who report sexual discrimination, sexual harassment, or sexual assault; file a sexual misconduct complaint; assist someone in reporting sexual misconduct or filing a complaint; participate in any manner in an investigation of sexual misconduct; or protest any form of sexual misconduct.

Intimidation

Intimidation is intentional behavior on the basis of sex that would cause a reasonable person fear of injury or harm.

False allegations

False allegations are deliberately and knowingly false claims that a party has violated this policy. To make a false allegation is considered a violation of this policy. An allegation made in good faith but is found to not be a policy violation or accidentally erroneous is not considered a false allegation.

VII. Title IX Coordinator

It is the policy of Moberly Area Community College, in accord with providing a positive, discrimination-free educational and work environment, that sexual misconduct in the work place or the education environment is unacceptable behavior that will not be tolerated. Any student or visitor who believes they have witnessed or been the victim of sexual misconduct should report the incident to the Title IX Coordinator and or Deputy Coordinator as soon as possible following the incident. All employees are required to report allegations of violations of this policy to the Title IX Coordinator. If the allegation is against the Title IX Coordinator, the report should then be made to the Director of Security and Residential Life.

MACC's Title IX Coordinator is responsible for coordinating all activities related to Title IX compliance. These responsibilities include ensuring policy compliance with federal and state laws; attending appropriate training; providing education of Deputy Title IX Coordinators, Title IX investigators, and decision makers; developing and implementing educational efforts designed to prevent sexual misconduct; ensuring timely resolution to all investigations and complaints; maintaining grievance files and records; developing an annual report of the number of and nature of filed complaints; and serving as principal contact for government inquiries pursuant to Title IX.

A complaint may be filed with the Title IX Coordinator and or Deputy Coordinator in person, via phone, electronic meeting, by mail, or by electronic mail. A Sexual Misconduct Report Form is available on the MACC website, on MyMACC, and in hard copy in the Office of Student Affairs at each location. The Sexual Misconduct Report Form should be submitted to the Title IX Coordinator. An anonymous Sexual <https://www.macc.edu/sexual-misconduct-title-ix-policy/>

Misconduct Report Form can be submitted. Anonymous reports may limit the extent to which sexual misconduct can be investigated.

The Title IX Coordinator is appointed by the President of MACC. The Coordinator receives training in state and federal laws, as well as College policy as related to Title IX. The Title IX Coordinator can be reached via phone, e-mail, or in person:

Katelyn Wilson, Title IX Coordinator
Associate Dean of Academic and Career & Technical Education
Moberly Area Community College
101 S. College Avenue
Main Building – Room 150
Moberly, MO 65270
(660) 263-4100 ext. 11396
katelynw@macc.edu

Aleesha Coke, Deputy Title IX Coordinator
Director of Site Operations & Student Affairs
MACC Columbia-Room 101
601 Business Loop 70 West, Suite 216
Columbia, MO 65203
(660) 263-4100 ext. 12115
aleeshacoke@macc.edu

Renee Field Hall, Deputy Title IX Coordinator
Director of Instruction
MACC Columbia - Room 115
601 Business Loop 70 West, Suite 216
Columbia, MO 65203
(660) 263-4100 ext. 12160
reneefield@macc.edu

Chad Wilson, Deputy Title IX Coordinator
Director of Advising and Enrollment
MACC Mexico - Room 107
2900 Doreli Lane
Mexico, MO 65265
(660) 263-4100 ext. 13601
chadwilson@macc.edu

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

Tasha McKim, Deputy Title IX Coordinator
Director, MACC Kirksville - Room 101
2105 E. Normal Street
Kirksville, MO 63501
(660) 263-4100 ext. 15013
tashamckim@macc.edu

Wendy Johnson, Deputy Title IX Coordinator
Director, MACC Hannibal - Room 103
190 Shinn Lane
Hannibal, MO 63401
(660) 263-4100 ext. 14016
wendyjohnson@macc.edu

While a sexual misconduct complaint or concern can be brought forth from many sources, they are all brought to the Title IX Coordinator for review. The Coordinator ensures that MACC's policy is followed and that the investigation is conducted promptly and thoroughly.

VIII. Reporting, Making a Complaint, and Confidentiality

Any person may report sex discrimination, sexual misconduct, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment), in person, by mail, via phone, by electronic meeting, or by any other means that results in the Title IX Coordinator having knowledge of a potential policy violation. The report may be made at any time (including during non-business hours) by phone, electronic mail, or by mail to

Katelyn Wilson, Title IX Coordinator
Associate Dean of Academic and Career & Technical Education
Moberly Area Community College
101 S. College Avenue
Main Building – Room 150
Moberly, MO 65270
(660) 263-4100 ext. 11396
katelynw@macc.edu

The evaluation of a report (verbal, in writing, or otherwise communicated) regarding a potential violation of this policy does not always result in an investigation. If the evaluation of a report does not

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

result in an investigation, MACC will notify the complainant of their opportunity to file a complaint and explain that grievance process. MACC will also offer appropriate supportive measures.

If the evaluation of a complaint (verbal, in writing, or otherwise communicated) regarding a potential violation of this policy does trigger an evaluation of the complaint which may result in an investigation. In the instance of a complaint, MACC will provide explanation of the grievance process and provide appropriate supportive measures.

Response to an allegation of sex discrimination, sexual misconduct or sexual harassment occurs upon MACC having knowledge of the allegation. The College will keep confidential the identity of complainants, respondents, and witnesses, except as may be permitted by FERPA, or as required by law, or as necessary to carry out a Title IX proceeding.

Responsible Employees (Mandated Reporters)

All MACC employees are considered responsible employees (i.e., mandated reporters), and as such are expected to promptly contact the Title IX Coordinator when they become aware of an incident of sexual misconduct, regardless of whether the recipient is an employee, a student, a volunteer, or a visitor of the College.

When an individual tells a responsible employee about an incident of sexual misconduct, the individual has the right to expect that the responsible employee will notify the Title IX Coordinator, and the responsible employee is required to make such notification. To the extent possible, information reported to a responsible employee will be shared only with people designated by the College to respond to the report.

A responsible employee who receives information from an individual regarding sexual misconduct prohibited by this policy is required to report that information to the Title IX Coordinator. Regardless of whether the reporting individual is the recipient of the prohibited conduct or is providing information regarding sexual misconduct toward another person protected by this policy, the responsible employee cannot agree to keep the information confidential. The responsible employee should encourage the individual to contact the Title IX Coordinator for assistance and support (irrespective of whether the reporting individual is the recipient of the misconduct or has knowledge of misconduct toward another). However, the responsible employee should also explain that the responsible employee has a separate responsibility to report the information to the Title IX Coordinator. The responsible employee may also direct the individual to confidential resources listed earlier in this policy for assistance and support. However, this information does not supplant the requirement that the responsible employee also notify the Title IX Coordinator.

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

The information reported to the Title IX Coordinator may also be used (without the victim's name) to issue timely warnings, which are required by the Clery Act. If applicable, the incident must be reported in the Annual Security Report (anonymously, as a statistic), which is also mandated by the Clery Act.

Privileged and Confidential Communications

MACC encourages victims of sexual misconduct to talk about their experience so they get the support they need. Should an individual decide not to pursue the incident by criminal or institutional processes, an individual can and should contact a confidential source to seek guidance.

Professional licensed counselors and pastoral counselors as well as non-professional counselors and advocates who provide mental health counseling or services to members of the school community (and including those who act in that role under the supervision of a licensed counselor) are not required to report any information about an incident to the Title IX Coordinator without a victim's permission. MACC does not offer on-site professional or pastoral counseling services; however, these confidential services are available off-site through the College's Employee/Student Assistance Program or through community agencies, such as those identified in Section II of this policy. However, if the victim is under the age of 18, mandatory reporters, including but not limited to MACC employees, as well as, counselors, healthcare workers, mental health workers, ministers, and others (even if not affiliated with MACC) are required to report sexual abuse to the Children's Division of the Missouri Department of Social Services.

IX. Complaint Procedures

Individuals who believe that they have encountered a violation of this policy by another employee or student of the College is encouraged to report the encounter to the Title IX Coordinator or Deputy Title IX Coordinator. The individual also has the option to make a criminal report to local authorities.

Criminal Complaint

The option to pursue criminal charges is the complainant's choice. If a complainant is unsure of how to make a report to law enforcement, the Title IX Coordinator will provide information about how to contact law enforcement. A report made to law enforcement does not constitute notice to the college even if the Title IX Coordinator provides information about making a report to law enforcement. Likewise reporting sexual misconduct to a College official does not substitute for notification of appropriate law enforcement authorities. A complainant may move forward with both a complaint to law enforcement and the College simultaneously.

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

Complaints in Conjunction with Other Policy Violations

In cases where an individual alleging sexual misconduct may also allege other violations MACC policies, such as the drug/alcohol policy or student conduct policy, the College will review these policy violations together under this policy to ensure all due process protections are satisfied.

The College encourages individuals to report when they have encountered sexual misconduct, despite their own involvement in other policy violations. The College will either grant amnesty to the complainant or respond to the other violation as an educational matter rather than as a disciplinary matter. The College's policy on the usage of alcohol and other drugs may be found in the Policy Handbook, item C.010. The College's policy on student conduct may be found in the Policy Handbook, item F.020.06.

Complaint

A complaint of sexual misconduct, sex discrimination, sexual harassment may be filed with the Title IX Coordinator and or Deputy Title IX Coordinator in person, by mail, via phone, by electronic meeting, or by electronic mail. A complaint may be in writing or verbal. A complaint must be able to be objectively understood by the College to be a request for an investigation and determination of a policy violation. A Sexual Misconduct Report Form is available, located in electronic format on the MACC website and MyMACC, and in hard copy in the Office of Student Affairs at each MACC location. All Sexual Misconduct Report Forms will be forwarded to the Title IX Coordinator.

Statistical information without identifying information will be forwarded to the Director of Security and Residential Life for Clery Reporting. Clery Reporting does not indicate names or other identifying information of the parties involved. Information related to an ongoing threat to the campus community may also be forwarded to the Director of Security and Residential Life for a Timely Warning or Emergency Notification. In instances of a Timely Warning or Emergency Notification, complainant information is not shared publicly.

Upon receipt of complaint, all allegations of sexual harassment will be processed through this policy. The alleged conduct must meet one or more of the definitions of Prohibited Conduct (Please see section VII, Prohibited Conduct). The alleged conduct must meet the definitions of a policy violation and have occurred within the program or activity, or have an impact on the program or activity by MACC. This includes locations, events, or circumstances in which MACC exercises substantial control over both the respondent and the context in which the sexual harassment occurs and also includes any building owned or controlled by MACC or organizations recognized by MACC.

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

If the allegations in a complaint under this policy are dismissed, the alleged behavior may be reviewed under other MACC policies.

X. Prevention and Education

MACC fosters a culture of respect amongst the campus community with its vision and value statements and by its setting of standards and expectations that are reinforced by the College's conduct, complaint, and sexual misconduct policies. Literature on date rape education and risk reduction, as well as MACC response, is available through the MACC Security Office. Educational resources are available online through the Student Assistance Program and Employee Assistance Program at <http://www.hhhealthassociates.com>. Additionally, the Director of Security and Residential Life conducts a climate survey on an annual basis in order to better understand sexual misconduct as perceived by MACC students and employees. Information gathered from this assessment tool is used to determine further training and/or prevention efforts needed.

All MACC employees are required to complete training on preventing sexual violence and discrimination within their first thirty days of employment. An online resource is used to provide and track employee training. MACC also provides training for employees by hosting speakers on topics such as sexual harassment prevention. Additionally, key personnel attend seminars and workshops on Title IX, the Clery Act, and more.

For students, MACC also utilizes online training that covers topics related to the Clery Act, VAWA, and Title IX, such as students' rights and responsibilities; preventing sexual violence, dating violence, stalking, harassment and bullying; navigating partying, drugs, and alcohol; and acting as allies for others in need. The online resource covers a full range of topics related to the Campus SaVE Act, including Sexual Violence; Bystander Intervention; "Men as Allies"; Concepts of Consent, No-Consent, and Continuous Consent; Gender Sensitivity; and Use of Drugs and Alcohol. Dorm residents, student athletes, cheerleaders, and any student who travels are required to complete training through the online program; however, the training is available to all MACC students. Additionally, MACC educates students about sexual assault and date rape prevention during fall orientations and through informational programs available upon request.

XI. Grievance Process

In compliance with the revised 2024 Title IX published in the Federal Register May 15, 2024, MACC has developed a grievance process to address formal complaints of sexual harassment, as a form of prohibited sexual discrimination. MACC acknowledges that as of the date this policy is adopted, the foregoing regulations are the subject of various legal challenges. In the event that the regulations are invalidated in whole or in part, MACC will modify its procedures to conform to the law as it then exists.

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

In order for a complaint of sexual harassment to be reviewed and/or resolved through this policy, it must consist of prohibited conduct outlined in section VII, “Prohibited Conduct.”

The grievance process is available when a complaint falls within the College’s Title IX jurisdiction, which includes locations, events, or circumstances in which the Recipient exercises substantial control over both the respondent and the context in which the conduct occurred; circumstances where MACC has disciplinary authority, misconduct that occurs outside of the program or activity and that has impact on the academic program or activity; and to misconduct occurring within any building owned or controlled by an MACC-recognized student organization.

The Title IX Coordinator has the authority to consolidate complaints involving more than one complainant, or against more than one respondent, where the allegations of sex discrimination or sexual harassment arise out of the same facts or circumstances.

Under very limited circumstances, the Title IX Coordinator may exercise the authority to sign a complaint and trigger the grievance process on behalf of the College. In those cases, the Title IX Coordinator is not assuming the role of complainant or any other party and must otherwise comply with rights provided to the complainant and respondent.

Grievance Process Advisors

Complainants and respondents have equal rights to engage the assistance of a grievance process advisor of their choosing during any meeting or proceeding. Process advisors may advise their party throughout the process. Process advisors may not represent or speak on behalf of their party. If either party is not able to identify an advisor of their choice and wishes to have one, a grievance process advisor will be appointed by the Title IX Coordinator to assist them at no cost to the individual. Advisors provided by the college are not attorneys. Grievance process advisors are expected to operate with appropriate decorum.

Initial Evaluation

Upon receipt of report of sexual harassment, the Title IX Coordinator will promptly respond to the complainant and provide information on the following:

- The opportunity to have an advisor present;
- Availability of supportive measures with or without filing a complaint;
- Availability of informal resolution options;
- The process for filing a complaint;
- The rights and responsibilities of a complainant throughout the grievance process.

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

Upon receipt of a complaint, the Title IX Coordinator will review to see if the complaint meets the threshold for a policy violation or may be dismissed. If the complaint could meet the threshold for a policy violation, the complainant and respondent will receive a notice of investigation and allegations (NOIA). The NOIA will be sent to both parties simultaneously. The NOIA includes:

- A meaningful summary of all allegations
- The date, time, and location of the alleged incident(s) (if known)
- The identity of the involved Parties (if known)
- The precise misconduct and policy violations being alleged
- A description of, link to, or copy of the applicable procedures
- A statement that the Parties are entitled to an equal opportunity to access the relevant and not otherwise impermissible evidence
- The name(s) of the Investigator(s) and Title IX Coordinator
- A statement that MACC presumes the respondent is not responsible for the reported misconduct unless and until the evidence supports a different determination
- A statement that determinations of responsibility are made at the conclusion of the process and that the parties will be given an opportunity during the review and comment period to inspect and review all relevant evidence
- A statement that retaliation is prohibited
- Information about the confidentiality of the process, including that the parties and their advisors (if applicable) may not share MACC work product obtained through the resolution process
- A statement that the parties may have an advisor of their choice
- Detail on how a party may request disability accommodations during the Resolution Process

After the NOIA has been provided to the parties, the Title IX Coordinator will meet with the respondent, if the respondent wishes, to provide information on the following:

- The opportunity to have an advisor present;
- Availability of supportive measures;
- Availability of informal resolution options;
- Assumption of non-responsibility throughout the grievance process;
- The rights and responsibilities of a respondent throughout the grievance process.

If a similar meeting has not already happened with the complainant, it will be offered.

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

Dismissal of Complaints

MACC may dismiss a complaint or any allegation therein at the discretion of the Title IX coordinator, if at any time

- the complaint would not, if proven, constitute a violation of this policy;
- a complainant notifies the Title IX Coordinator in writing that the complainant would like to withdraw part or all of the complaint and the remaining complaint, if any, would not constitute a potential policy violation if true, and the Title IX Coordinator declines file the complaint on behalf of the College;
- the respondent is no longer enrolled or employed at MACC;
- MACC is unable to identify the respondent after taking reasonable steps to do so.

Upon determining that a formal complaint will be dismissed, both parties will receive written notice of the dismissal and the reason(s) simultaneously. Dismissal of complaints are appealable. Please see the appeals process under the appeals section.

Emergency Removal

In limited situations, the respondent may be removed from MACC's educational program or activity on an emergency basis because they pose an immediate threat to the campus community, or cannot otherwise safely participate in an education program or activity while the grievance process is being conducted. In cooperation with the College's Behavioral Intervention Team, an individualized risk/threat assessment will be conducted to determine whether an immediate physical threat to the health or safety of the respondent or the campus community arising from the formal sexual harassment complaint would justify removal from campus.

If emergency removal of the respondent is deemed necessary as defined above, the respondent will be provided with written notice of the decision and an opportunity to challenge the decision immediately following the removal. An MACC employee who was not involved in the decision to remove the respondent would review any challenge to the decision. The respondent will remain removed from the campus community while the challenge is reviewed.

Administrative Leave

A non-student employee respondent may be placed on administrative leave during any part, or the full duration, of Title IX Grievance Process in cooperation with Human Resources.

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

Informal Resolution

MACC does not require the parties to participate in an informal resolution process. However, at any time prior to reaching a determination regarding responsibility, MACC may support facilitating an informal resolution process that does not involve a full investigation and adjudication provided that both the complainant and respondent are voluntarily agreeable to participating. MACC may determine an informal resolution is not appropriate resolution option based on the fact pattern of the allegations or the power dynamic between the complainant and the respondent.

The option of resolving a complaint through Informal Resolution will be offered to both parties by the Title IX Coordinator at the initial assessment meetings, if it is determined appropriate by the College. Not all allegations of sexual harassment are appropriate to be resolved in an informal resolution. The complainant, respondent and College must agree it is an appropriate resolution process. The decision to stop formal proceedings and engage in an Informal Resolution may be made at any time during the grievance process, with the voluntary written consent of both the complainant and the respondent and agreement by the College. Likewise, a complainant or respondent has the right to withdraw from an Informal Resolution process and resume the formal grievance process at any time with respect to the complaint. After initiating and stopping the informal resolution process one time by either party the informal resolution process is no longer an option.

Participation in an Informal Resolution process in lieu of the formal resolution process shall not be a condition of enrollment or continuing enrollment, employment or continuing employment, or waiver of the right to a formal adjudication of the complaint.

Formal Resolution

When an Informal Resolution is not utilized, MACC will utilize a formal process to resolve the complaint. The formal resolution process is a prompt, fair and impartial investigation by unbiased investigator(s). The Title IX Coordinator will assign one or more investigators, who are free from conflicts of interest or bias for or against either the complainant or respondent. The investigators will meet with both the complainant and respondent, individually, to initiate the adjudication process and ensure an understanding of the allegations.

The investigators will seek evidence relevant to the allegations. The parties will have the opportunity to identify witnesses for interview and submit inculpatory evidence (testimony, exhibits, and other evidence demonstrating that the respondent violated the policy) and exculpatory evidence (testimony, exhibits, and other evidence demonstrating that the respondent did violate the policy). Parties will be

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

expected to share why each witness should be interviewed. Character witnesses are usually not permitted.

After collection of witness lists, both parties will be provided with the list of witnesses. Each party will have five (5) business days to submit a list of questions for each witness. Non-relevant or impermissible questions will be discarded. Any discarded question will be shared with the offering party with an explanation of why the question is non-relevant or impermissible.

Investigators will provide written notice of the date, time, location, and participants prior to investigative interviews or other meetings. The parties will be provided at least ten (10) business days to prepare to participate in the interview. The parties may reduce this timeframe if they wish. The parties are permitted to have an advisor of their choice at any interview. If a party does not have an advisor and wishes to have one, the College will provide one.

After the first round of interviews with each party and witness, the investigator(s) will provide a transcript of each interview to the parties. The parties will have no fewer than five (5) business days to review the transcripts and offer follow up questions for each witness or party. The investigator(s) will review the submitted questions for relevance and permissibility. The investigator(s) will discard any non-relevant or impermissible question and provide a rationale for the parties.

The investigator(s) will provide transcripts of the follow up interviews to the parties.

Parties who wish to have more than one follow up questioning opportunity of a witness or party may submit a request in writing to the Title IX Coordinator (or designee). The request must include the rationale for the additional round of interviews and the specific questions which the party wishes to have asked. The Title IX Coordinator (or designee) will make the decision about whether to allow for an additional round of follow up questions. The rationale to allow or not allow an additional round of follow up questions will be provided to both parties. This decision is not appealable.

Investigators may contact the Title IX Coordinator during the investigative process with procedural questions which are not directly related to the evidence. At no time should the investigators confer with other Title IX Grievance Process personnel regarding details of the formal complaint until the end of the appellate process. However, there is no restriction on the ability of either the complainant or respondent to discuss the allegations under investigation or to gather and present relevant evidence.

The burden of proof and the burden of gathering evidence sufficient to reach a determination regarding responsibility for sexual harassment rests with the College and not on the parties.

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

Review of Evidence and Comment Period

Once the investigation has concluded and the evidence summary report is written, both the complainant and the respondent will have access to evidence summary report and all evidence gathered during the investigation, including evidence that the investigators did not deem relevant. The complainant and the respondent will have the opportunity to provide meaningful written comment about the evidence summary report and the evidence during a period of no fewer than ten (10) business days. The evidence summary report is not to draw conclusions of violation of policy. The evidence summary report will provide a summary of the agreed upon and disputed fact pattern, which evidence was utilized, and who was interviewed as a witness.

After the ten (10) business day review of the evidence summary report and the evidence, the investigators should review any written comment provided by the parties to inform the completion of the final investigation report. Changes to the report are at the investigators' discretion. The written comment provided by the parties now becomes part of the evidentiary record. The final draft of the investigation report will be made available to both the complainant(s) and the respondent(s).

Parties and their advisors will have access to work product through the evidence, the evidence summary report, and the investigation report. Parties and their advisors are not to share this information with others.

Final Determination and Remedies

After a thorough examination of the evidence presented, the investigator(s) will make a final determination of "responsible" or "not responsible" for violations of this policy using the preponderance of the evidence standard. The preponderance of the evidence standard indicates the evidence demonstrates it is more likely than not the respondent engaged in conduct that is a violation of this policy. This same standard is used for complaints against students and employees.

The investigator(s) is/are responsible for drafting an investigation report and outlining the rationale for the decision. The report will be distributed simultaneously to both the complainant and the respondent by the Title IX Coordinator. The investigation report will include but is not limited to the following:

- Identification of the allegations constituting a violation of this policy;
- A description of the procedural steps taken from the receipt of the complaint through the determination;
- Findings of fact supporting the determination;
- Conclusions and rationale;
- Recommendations for disciplinary sanctions and possible remedies.

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

If there is a finding of “responsible” (i.e., the policy has been violated), the Title IX Coordinator will work with appropriate College personnel to implement disciplinary sanctions and to provide effective implementation of any remedies.

The determination regarding the allegations becomes final on the date when an appeal can no longer be considered.

Counter Complaints

MACC permits counter complaints consistent with federal law. MACC will not permit counter complaints to be used in a retaliatory fashion. Any counter complaint will go through the same evaluation process as any other complaint. A counter complaint not made in good faith may be considered a false allegation or retaliation and will be evaluated as such. A counter complaint made in good faith which could be a policy violation will be investigated consistent with this policy. There may be instances where initial complaints and counter complaints are investigated together because of the similarity of the potential fact pattern.

Appeals of Final Determinations and Dismissals

Both parties are provided the opportunity to appeal a determination regarding responsibility, as well as, a dismissal of a complaint. Appeals are to be submitted in writing within five (5) business days from the date written notice was provided. Appeals of such decisions within the grievance process are allowed on the following bases:

1. Procedural irregularity that would affect the outcome;
2. New evidence that would change the outcome that was not reasonably available at the time the determination regarding responsibility or dismissal was made; or
3. The Title IX Coordinator, investigator(s), or decision maker(s) had a conflict of interest or bias for or against the complainants or respondents generally or the individual complainant or respondent that would affect the outcome; or
4. The final determination by the decision maker is substantially contrary to the weight of the evidence in the record (applicable to sanctions of suspension, expulsion, or termination, only); or
5. The sanctions fall outside the range of sanctions designated for this offense, considering the cumulative conduct/disciplinary record of the respondent (applicable to sanctions of suspension, expulsion, or termination, only)

When an appeal is filed, the Title IX Coordinator will notify the other party in writing that the appeal has been filed. The other party will be provided with the appeal and given three (3) days to provide a

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

written response to the Title IX Coordinator. Additionally, the College will ensure that the decision maker(s) for the appeal is/are not the same person(s) as the decision maker(s) who reached the determination regarding responsibility or dismissal; or who served as investigator(s).

A written decision of the appeal, describing the result of the appeal and the rationale for the result will be given simultaneously to both parties.

The appeal panel defers to the original decision maker and should only grant an appeal with there is clear error and a compelling reason to do so. An appellate panel may:

1. Grant the appeal and remand a case back to the original investigators.
2. Grant the appeal and remand the case to a set of new investigators.
3. Deny the appeal.

An appeal panel may not simply replace the original decision maker's (investigator's) decision with their own. The appeal panel may remand back to the original investigators or a new set of investigators based on the nature of the appeal.

XII. Remedies and Sanctions

Upon a determination of responsibility of the respondent, MACC may implement a range of remedies and sanctions.

Remedies are designed to restore or preserve the complainant's equal access to the College's educational program or activity and may include but are not limited to the following:

- Mutual restrictions on contact between the parties
- Modification of a class schedule
- Modification of residence hall assignments
- Modification of work schedules
- Arranging extended time to complete or retake a class or withdraw from a class without penalty

Sanctions are non-supportive measures imposed upon the respondent:

If an employee of the College is found to have violated the College's sexual misconduct policy, possible outcomes may include but not be limited to the following: verbal warning, written warning in the individual's personnel file, probation, suspension, reassignment of duties or location, demotion, suspension of pay increase for one or more year, required counseling or programming, restricted contact with the complainant, and/or termination.

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

If a student is found to have violated the College's sexual misconduct policy, possible outcomes may include but not be limited to the following: restricted access to College property and/or events, removal from College-sponsored teams or clubs, required counseling or programming, changes to course/class schedule, removal from or change in campus housing, restricted contact with complainant, probation, suspension, and expulsion.

XIII. Retaliation

No person having made a report or formal complaint, participated in or refused participation in any part of the Title IX Grievance Process shall be subjected to intimidation, threats, coercion, or discrimination for the purpose of interfering with any right or privilege secured by Title IX. Such conduct is strictly prohibited. Instances of retaliation within this policy will be adjudicated through this policy.

XIV. Retention of Title IX Grievance Process Files

MACC will maintain copies of the following documents/records relating to complaints or reports of sexual harassment for no fewer than seven (7) years:

1. Each sexual harassment investigation reports and evidence gathered;
2. Final determination letters and disciplinary sanctions imposed on the respondent;
3. Records of each interview (recording or transcript)
4. Remedies provided to the complainant in order to restore or preserve equal access to the College's education program or activity;
5. Any appeal and the result therefrom;
6. Informal resolution agreements;
7. Supportive measures offered in response to a report or formal complaint of sexual harassment;
8. Written basis for the conclusion that the College was not deliberately indifferent in its response to reports for formal complaints of sexual harassment; and
9. The College will retain all materials used to train Title IX Coordinators, investigators, decision makers and any person who facilitates an informal resolution process.

For each response to sexual harassment allegations, the College will create and maintain for a period of seven (7) years, records of any actions, including any supportive measures taken in response to a report or formal complaint of sexual harassment. In each instance, the College will document the basis for its conclusion and its response was not deliberately indifferent, and document that it has taken measures designed to restore or preserve equal access to the College's education program or activity.

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

If MACC does not provide a complainant with requested supportive measures, then the College must document the reasons why such a response was not clearly unreasonable in light of the known circumstances.

XV. Policy Monitoring

MACC's Compliance Committee and Title IX Coordinator continually examine the Sexual Misconduct Policy to ensure that the policy is effective and understandable for community members. All policy revisions and updates will be reviewed and approved by the MACC President's Council and the MACC Board of Trustees. In addition, MACC's Director of Security and Residential Life and Director of Plant Operations work continuously to ensure that all MACC sites are safe and secure educational environments.

STUDENT AND EMPLOYEE SECURITY GUIDELINES

Moberly Area Community College is dedicated to providing a crime-free, safe environment for all employees and students. To have an effective program requires the continued, active support of all college personnel and members of the student body.

This publication is made available to each student and employee at Moberly Area Community College. It is each person's responsibility to read this information, and become informed about the college's security procedures. This information is also available on the MACC website.

A variety of evidence may be gathered during the preliminary and/or formal investigation. This evidence may include, but is not limited to, direct evidence, circumstantial evidence, documentary evidence, and second-hand hearsay evidence. The receipt of evidence will be documented throughout the course of the investigation; evidence gathered will be kept in a secure location. Prior conduct violations by the enforcement according to the rules put in place by the Clery Act, and report statistics that occur on campus property, in residence halls, and on adjacent non-campus and/or public property.

In addition to the campus in Moberly, MO, Moberly Area Community College operates campuses in Columbia, Hannibal, Kirksville, and Mexico, MO. Statistics for all campuses can be found on the MACC website at www.macc.edu/crimestats.

The student/employee security information brochure is being issued in compliance with Public Law 101-542-Crime Awareness and Campus Security Act of 1990 and renamed the "Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act" in 1998. Any questions concerning the information provided in this brochure should be addressed to the Security Director.

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

MISSING STUDENT POLICY

In accordance with the requirements of the Jeanne Clery Act, all institutions with on-campus housing are required to establish a missing student notification policy. This policy must:

1. Inform students that they can identify a contact who will be notified within 24 hours if they are reported missing
2. Create a **confidential** system for students to register their contact information
3. Inform students under the age of 18 that the institution must contact the custodial parent within 24 hours of determining a student is missing
4. Inform students that the institution will notify law enforcement within 24 hours of determining a student is missing **even if a contact person is not named**
5. Initiate notification procedures with 24 hours of determining a student is missing.

When a student checks in a residence hall, they are asked to provide contact information of the person who we will notify should they be considered a missing person. That information is kept in their confidential residential life file which is maintained by the Director of Security and Residential Life.

All employees connected to the residence halls (**Dean of Student Affairs, Director of Security and Residential Life, Dorm Supervisors, Resident Assistants**) will notify the **Director of Security and Residential Life** immediately upon receiving a report that a student is missing from the dorm. The 24-hour reporting period begins when one of the above listed employees receives information that a student is missing from the dorm. Once it is determined that a student is missing from the dorm, **the Director of Security and Residential Life** or **Dean of Student Affairs** will notify the appropriate police department (**even if a contact person is not named**) and initiate a missing person report. Any additional information will be given immediately to **the Director of Security and Residential Life** and **Dean of Student Affairs**. This information will be forwarded to the appropriate police department.

Once a student has been located, **the Director of Security and Residential Life** and **Dean of Student Affairs** will be notified immediately, and the appropriate police department will be informed as to the student's whereabouts.

FIRE SAFETY REPORT POLICY

In compliance with the Jeanne Clery Act, Moberly Area Community College will provide a Fire Safety Report in the annual safety publication. This report includes:

1. Statistics concerning fires in on-campus student housing
2. Descriptions of the fire safety systems in on-campus student housing
3. The number of regular mandatory supervised fire drills
4. Rules on portable electrical appliances, smoking and open flames, procedures for evacuation, and policies regarding fire safety training programs
5. Planned improvements in fire safety

Definitions of the Cause of Fires

A fire is defined as any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner. The cause of a fire is defined as the factor or factors that give rise to a fire. The cause *may* be the result of an unintentional or intentional act, or it may be undetermined.

- An **unintentional fire** is a fire that does not involve an intentional human act to ignite or spread fire into an area where the fire should not be.
- An **intentional fire** is a fire that is ignited, or that results from a deliberate action, in circumstances where the person knows there should not be a fire.
- An **undetermined fire** is a fire in which the cause cannot be determined.

Residence hall fire statistics for the previous calendar year will be reported in the Annual Safety Report. Copies of this report are available on all campuses, as well as on the MACC website. This facility warns residents of smoke or fire with audible horns and flashing lights in both wings, on all floors, and in the commons area. There are seven fire extinguishers and ten pull stations throughout the building. Fire extinguishers are checked annually by an authorized company. Tampering with fire equipment may result in expulsion from the dorm.

Once a fire alarm has been activated, the alarm is received by an alarm reporting agency who contacts the Moberly Fire Department and the Security Director. If there is an actual fire, a sprinkler system will activate in the area of the fire. Resident Assistants, Security Officers and Dorm Supervisors are responsible for insuring the facility is evacuated, providing it is safe to do so. They should insure the building stays unoccupied until such time that an all-clear is given by a fire official.

Mandatory supervised fire drills will be conducted once per semester by the Director of Housing and the Security Director in cooperation with the Moberly Fire Department and the Dorm Supervisors, and regular

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

fire safety programs will be provided during the fall orientation.

Fire Safety Education and Training Programs

Residents and Employees

Moberly Area Community College in Moberly, MO is the only campus to offer housing to its students. Fire safety education programs for all students living in on-campus housing and employees associated with on-campus student housing (security, dorm supervisors, RA's) are held at the beginning of each semester during the dorm orientation. These programs are designed to:

- Familiarize residents and employees with the fire safety system
- Train residents and employees on the procedures to be followed in case there is a fire
- Distribute information on residence hall fire safety policies

Evacuation routes will be demonstrated and the location of fire equipment will be identified. MACC emphasizes that participation in fire drills is mandatory, regardless of the time of day, or the weather outside. Students with disabilities will be given special instructions on where to meet campus officials in an evacuation, to insure they get out safely.

Fire safety education and training programs are taught by local fire authorities.

If a fire occurs or an alarm sounds, residents and employees should leave the building via evacuation routes and get to a predetermined location before calling 911. They should remain in that area and not leave until given permission by Security or a dorm supervisor so that everyone in the building can be accounted for. Alarms should be pulled as residents and employees are leaving the building if they can do so safely.

Student and Employee Evacuation Procedures

In the event of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus, Moberly Area Community College will begin making immediate contact with students and employees via Timely Warnings, banner alerts, email, Hound Alerts, myMACC, and the MACC website. Information will be given regarding the emergency or dangerous situation, as well as directions on whether or not to evacuate, and if evacuation is called for, where the campus community should go for shelter and more information. Those emergencies and dangerous situations may include crimes, fires, severe weather, infectious diseases, and other situations that affect the campus community. Federal compliance requires at minimum, one test of the emergency response procedures annually. The Director of Security and Residential Life will randomly choose the

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

date and time of the test, and all students, employees and visitors will be expected to respond to the test without hesitation.

All fires and all fire alarms should be reported as soon as possible to the on-duty security officer at (660)651-9011, or to the Director of Security and Residential Life at (660)263-4100 or (660)833-6990.

The residence hall handbook states the following in regard to electrical appliances: “Cooking appliances approved for use: toasters (not toaster ovens), coffee makers, crock pots, rice steamers and air-popcorn poppers. All appliances must be UL-approved.”

In addition, smoking, candles and incense are prohibited in all parts of the building including individual rooms. In the event a student hears a fire alarm sounding, he or she should quickly proceed to the nearest exit, informing others along the way. If the student believes someone is still inside the building, they should report this information to the first MACC or fire official they see.

Residence Hall Fire Report (Plant Operations)

McCormick Hall

- McCormick Commons and Residential Center comprised of a women’s dorm (built in 1989), a men’s dorm (built in 2006) and a common area (built in 2006) that connects the two dormitories.

Sprinkler system

- Installed in 2006, the sprinkler system covers the men’s dorm and the central common area.

Fire alarm system

- Installed in 2006, the building has one central fire alarm panel that encompasses the men’s dorm, women’s dorm and central common area. This system detects smoke, which triggers the main panel to set off the alarm system throughout the entire facility with horns, strobe lights and an exterior bell to alert those attempting to enter the building.

Fire doors and walls

- The entire facility is constructed out of concrete masonry units (CMU blocks) to control and slow-down the spread of fire. Fire-rated sheetrock is installed throughout all of the ceilings and solid doors are in place to control the spread of fire.

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

Fire extinguishers

- Available on each of the floors of the facility and in the common area are ABC fire extinguishers. The fire suppression system is installed over the range in the kitchen of the common area, along with a commercial vent hood.

Residence Hall Fire Report (Plant Operations) Greyhound Hall

- Greyhound Hall was constructed as a coed dorm. Built in 1996 as a warehouse and bookstore, the one level, 11,706 square foot framed structure consists of men's and women's dorms, as well as locker rooms. The structure also includes a laundry area as well as a commons area with full kitchen amenities. The north portion of the structure was remodeled in 2021 and the new addition to the South wing was built at the same time.
- Sprinkler System- Consists of a wet system, which covers the entire building.
- Fire alarm system- The fire alarm system was installed in 2021 and consists of one central fire panel that covers the entire building and individual rooms. This system detects smoke, which triggers the main panel to set off the alarm system throughout the entire facility with horns, strobe lights and an exterior bell to alert those attempting to enter the building.
- Fire doors and walls. Fire-rated sheetrock has been installed throughout all of the ceilings, and solid doors are in place to control the spread of fire.
- Fire Extinguishers are placed throughout the facilities. The fire suppression system is installed over the range in the kitchen of the common area, along with a commercial vent hood. There is also a hood vent in the supervisor's room.

All Fire related systems are inspected annually to assure safety compliance.

SEX OFFENDER REGISTRY AND ACCESS TO RELATED INFORMATION

Incarceration may remove a sex offender from the streets but it does nothing to prevent the offender from committing another crime when released.

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The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, went into effect October 28, 2002. The law 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 at which the person is employed, carries on a vocation, or is a student.

Information regarding individuals on the registered sex offenders' list can be obtained from the Missouri State Highway Patrol at the link below:

www.mshp.dps.missouri.gov/MSHPWeb/PatrolDivisions/CRID/SOR/SORPage.html

EMERGENCY NOTIFICATION PROCEDURE

Once a significant emergency has been identified on any Moberly Area Community College campus, contact should immediately be made with the local police department and the Director of Security and Residential Life at 660-263-4100 x11247 or 660-833-6990. The Director of Security and Residential Life will also contact the President, who will contact the Vice Presidents and Deans. A determination will then be made by that group the content of the notification.

Once the Director has been notified, the Hound Alert system will be activated and an emergency notification will be sent to all students, faculty and staff signed up for the service. All students, faculty and staff will be notified via the Alertus computer alert system, as well as through emails, Facebook and Twitter, macc.edu, myMACC and Canvas. Select other administration and employees can activate the alert system, but the Director should send the Hound Alert if available.

HOUND ALERTS

All Students are automatically enrolled in Hound Alerts, and faculty and staff are encouraged to register for Hound Alerts, Moberly Area Community College's emergency notification system. It is the best way to receive accurate and up-to-date information on critical safety issues and campus closings. The system (Omnilert) sends immediate messages to registered users with information critical to their safety and well-being. The service also posts messages to the MACC official Facebook page and Twitter feed.

How do I sign up?

All Students are automatically enrolled in Hound Alerts

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

Go to macc.edu and scroll to the bottom of the page. Click on campus security, and then click on the hand holding the cell phone that says Hound Alerts. The system will take you through the prompt to create an account and sign up for the messaging you choose (text messages, email, voice message).

How do I remove myself from receiving alerts?

When you sign up, there is an option to indicate the “end date” of your account. If you want to remove yourself before the end date, simply log back into your account and remove yourself.

When will Hound Alerts be used?

- When there is a threat to personal safety
- When there is believed to be an armed or dangerous person on or near campus
Facility emergencies, such as fire or power outage, which require evacuation
- Severe weather—this could be an actual closing due to snow or ice, or it could be a “take cover” type alert for a tornado.

What is the cost of using Hound Alerts?

There is no charge assessed by MACC to the user—we pay for the service. However, depending on your cellular plan, you may incur SMS/text charges from your carrier.

Will my contact information be shared?

MACC will keep your contact information confidential, and will only share it with the e2campus company for the purpose of using this service. e2campus will not share your information with other companies.

A Hound Alert went out, but I did not receive it—what happened?

You may not receive your Hound Alert at the same time as others due to your cell phone carrier, not the system. If you do not receive the alert at all, it could be because your account has expired and you need to change the date in your account. It could also be that you changed numbers or carriers, and forgot to change it on the system.

If there seems to be another issue, contact the Director of Security and Residential Life at 660-263-4100 x11247.

Other emergency notification options utilized by MACC:

- Alertus—computer screen messages sent to all MACC-owned computers
- Emails to all students, faculty and staff
- Home page--macc.edu
- myMACC
- Canvas

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

- Local radio and TV stations

Other questions? Contact the Director of Security and Residential Life at 660-263-4100 x11247.

HOUSING

Moberly Area Community College provides college housing on the Moberly campus only. MACC is NOT associated with any other housing except the MACC residence halls in Moberly. We do not own, lease or promote any off-campus housing sites.

TYPES OF PROGRAMS DESIGNED TO INFORM STUDENTS ABOUT CAMPUS SECURITY PROCEDURES

All college personnel are involved in the Moberly Area Community College crime prevention program. Distribution of literature containing “crime prevention tips” has been established to promote security awareness among the students and employees.

All employees are required to attend ALiCE intruder training, and the training is also offered to students. Regular “Security Briefs” are provided to alert the campus community of potential crimes or scams, including information on how to avoid being a victim. Training is also offered on-line through Workplace Answers and Student Empowerment courses, regarding Title IX sexual misconduct, drugs alcohol and other pertinent information. The student/employee safety guidelines shall be available to each student during registration and to each employee during the fall faculty/staff orientation. In addition, programs relevant to campus security are made available to both students and employees each semester.

Students and staff (and potential students and staff) at Moberly Area Community College have the right to be provided with statistics concerning the occurrence on campus, in non-campus buildings and on public property (meeting the definition as described in (6) (A) of the act) during the most recent calendar year, and during the two (2) preceding calendar years for which data are available of the following criminal offenses reported to campus security or local police agencies. Moberly Area Community College does not recognize any off-campus student organizations or off-campus housing facilities at any of our MACC locations. Crime statistics are gathered from local law enforcement according to the rules put in place by the Clery Act, and report statistics that occur on campus property, in residence halls, and on adjacent non-campus and/or public property.

Of the crimes listed in number 1-8 below, larceny, simple assault and vandalism, and other crimes involving bodily injury to any person in which the victim is intentionally selected because of the actual or

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

perceived race, gender, religion, sexual orientation, ethnicity, or disability of the victim, data shall be collected and reported according to category of prejudice.

1. Homicide
2. Sex offenses, forcible or non-forcible
3. Robbery
4. Aggravated Assault
5. Non-Aggravated Assault
6. Burglary
7. Motor Vehicle Theft
8. Arson
9. Arrests or persons referred for campus disciplinary action for liquor law violations, drug-related violations, and weapons possession.
10. Missing Persons
11. Residence Hall Fires

CAMPUS SECURITY AUTHORITIES

All students and employees are to report any criminal activity or emergency that is observed on campus. Depending on the nature of the criminal activity or emergency, this report should be made to a campus security authority, or directly to 911 (8-911).

Campus Security Authorities (CSA's) are those employees identified by Moberly Area Community College as reporting authorities, according to their position and relationship with students and employees. They are mandated reporters, and as such, are required by law to relay any information that involves a Clery crime, as defined by the Department of Education (refer to the list on page 39). The information they receive must be reported to the Director of Security in a timely fashion, depending on the nature and severity of the offense. If the offense is an ongoing or immediate threat to the college community, it must be reported immediately so a timely warning or emergency notification can be issued by the Director of Security or Dean of Student Affairs and Enrollment Management. All CSA's must attend yearly training regarding their roles and responsibilities as CSA's.

Campus Security Authorities

All MACC Security Officers

All MACC Deans

Vice President for Instruction

Behavior Intervention Team

Title IX Coordinator

Human Resources Director (for employees)

All Campus Directors and Assistant Directors

All Student Affairs and Front-Line Personnel, including Advisors

All Financial Aid Personnel

Instructional Technology Personnel

Workforce Development Center Personnel (not faculty)

Adult Education and Literacy Personnel (not faculty)

Access and ADA Office Personnel

Residential Life, including RA's

All Coaches and Trainers, paid or volunteer

All Group/Club or Travel Sponsors, paid or volunteer

All Tutoring Staff

ANY EMPLOYEE that builds relationships with students

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

MOBERLY AREA COMMUNITY COLLEGE – MOBERLY CAMPUS

POLICY REGARDING PROCEDURES STUDENTS AND EMPLOYEES ARE TO FOLLOW WHEN REPORTING ON-CAMPUS CRIMINAL ACTIVITIES OR OTHER EMERGENCIES AND THE PROCEDURES THE COLLEGE WILL FOLLOW WHEN RECEIVING SUCH REPORTS

All students and employees are to report any criminal activity or emergency that is observed on campus. Depending on the nature of the criminal activity or emergency, this report should be made to a campus security authority or directly to 911 (8-911). The Moberly Police Department, Fire Department, or ambulance service may be requested for assistance. Following the incident, a written report will be submitted. In order to meet the requirements of the Department of Education, every employee of Moberly Area Community College, regardless of employment status, is required to report all crimes and/or concerning behaviors to the Security Department as soon as possible, with no exceptions. This includes both incidents witnessed by, and incidents reported to the employee. To report a crime and/or concerning behavior on the Moberly campus, contact Security at (660) 263-4100x11247. At the Kirksville, Edina, Hannibal, Mexico, and Columbia sites, contact the site director or assistant director, who will forward your report to the Director of Security and Residential Life. You will be asked to complete a MACC Incident Report (form GI601), which can be found under employee resources on myMACC.

Any time an incident is reported; it will be addressed in the most expedient manner and resolved as soon as possible. All incidents will be entered on a daily log to include the nature, date, time, general location of the crime and, if known, the disposition of the complaint. This log will be maintained by Director of Security and Residential Life and will be open for public inspection within two (2) business days of the initial report being made to the department or a campus security authority. Further, any new information received will be recorded within two (2) days after it becomes available.

In addition to the Daily Log, the MACC Director of Security and Residential Life shall issue timely notices to students and staff regarding crimes that are listed Clery Act, crimes that are reported to campus security or local police, and situations that may pose a threat to the campus community. These timely warnings will be posted on the website and through Hound Alerts.

TIMELY WARNINGS

Moberly Area Community College is committed to providing its campus community members with information necessary to make informed decisions about personal safety. In accordance with the Clery Act, information regarding crimes reported to MACC Security or local law enforcement agencies that are considered by MACC to represent a serious or continuing threat to students and employees will be issued a **timely warning**.

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

The decision to issue a timely warning must be done on a case-by-case basis. Some of the factors to be considered are the nature of the crime, the continuing danger to the campus community, and the possible risk of compromising law enforcement efforts. The Security Director, who is responsible for safety and security on all MACC campuses, will issue the **timely warning**. **Timely warnings** will include the date, time, and location of the alleged incident, a brief description regarding the reported crime, and in cases where the suspect or perpetrator is known, the name of the individual and the campus he or she attends. If the suspect is unknown, any descriptive information available will be included. It is irrelevant whether the victims or perpetrators are members of the campus community. The **timely warning** will also include crime prevention tips regarding the incident, and where to call if you have information regarding the incident.

Timely warnings will generally be issued on the Security page of the MACC website with a link to “**Timely Warnings**”. In some cases, when the elements of the crime demand a higher level of notification, **timely warnings** will be issued through MACC college-wide email and myMACC.

If you do not check your MACC email or the announcements on myMACC, it is recommended that you do so. These services are free, and will keep you informed and in-touch with what is happening around you.

POLICY CONCERNING SECURITY AND ACCESS TO CAMPUS FACILITIES AND SECURITY CONSIDERATIONS USED IN THE MAINTENANCE OF CAMPUS FACILITIES

Moberly Area Community College personnel are available in case of emergencies as listed below. The Moberly Police Department is to be contacted in case of emergencies if college personnel cannot be reached, however, the Security cell phone is monitored 24 hours a day. The Student Services Office is open and staffed 7:30 a.m.-5:00 p.m. Monday through Thursday; from 7:30 a.m.-5:00 p.m. on Friday.

The college’s security officers are on duty Monday-Friday 6:00 a.m. – Midnight; Saturday and Sunday 7:00 a.m. – Midnight. The security office hours are 7:00 a.m.-4:00 p.m. Monday through Friday.

Security is provided for all campus buildings, parking areas and areas of access to students and employees. Parking lots and connecting walkways have lighting which is designed to increase the security of these areas. College classroom buildings are locked and secured at 10:00 p.m. on Monday through Thursday, and 5:00 p.m. on Friday. McCormick Hall and Lashley Hall are locked 24 hours a day. College security patrols dormitory areas, parking lots and campus facilities each evening, and until 6:00 a.m. the following morning. The security officers are assigned specific responsibilities during their hours of duty.

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

They must verify that specific areas of the college are secure and that all security devices are working properly, including outside lighting. Any unusual incidents that are not considered emergencies are reported to the supervisor on a report form.

Students and employees are encouraged to contact a security officer when any situation is observed that could lead to an accident or is considered suspicious in nature. In addition to campus security the emergency number 911 is in effect in Moberly (you must dial 8-911 from a campus phone). The Security cell phone number is (660) 651-9011.

CAMPUS LAW ENFORCEMENT POLICIES

College security officers are authorized to enforce the rules and regulations as adopted by the Moberly Area Community College Board of Trustees. Campus security has the right to detain with justification and without the use of physical force, but not to arrest, unauthorized persons on college premises. If appropriate, security personnel can testify in civil/criminal offenses as to what they personally observed concerning an incident.

Moberly Area Community College works closely with local law enforcement agencies in areas that may require law enforcement authority. Security personnel and custodians carry a radio/phone for immediate contact by the evening supervisor, dormitory supervisor, library staff and Learning Center staff.

The Missouri Highway Patrol, Randolph County Sheriff's Office, Moberly Police Department, Randolph County Ambulance and Moberly Fire Department may be contacted in case of an emergency or criminal activity.

Students and employees who witness criminal activity or emergency situations occurring on campus, are expected to cooperate fully with campus security or local law enforcement agencies so appropriate action can be taken in the most expedient manner. This cooperation will help with the prevention of criminal activity and ensure the safety of all students and employees of Moberly Area Community College.

SEXUAL ASSAULT PROCEDURES

If a Moberly Area Community College student is the victim of sexual assault, your first priority should be to get to a place of safety.

Seek medical attention in an emergency room that performs legal rape exams.

Moberly Regional Medical Center (660) 263-8400

Call the Moberly Police Department at (660) 263-0346 or dial 911 (9-911) as soon as possible. Time is

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

a critical factor for evidence collection and preservation.

Notify MACC Security at (660) 263-4100, ext. 11247 or (660) 651-9011

Seek support and assistance:

Burrell Behavior Health

(660) 263-7651

Safe Passage

(660) 269-8111 or (800) 616-3754

Remember:

- To preserve evidence, you should not bathe or change clothes or do any cleaning up in any manner prior to receiving medical assistance.
- You are the person in control when you call the police department and you decide how you want the incident handled.
- You may press charges against the suspect and may ask that College disciplinary action be initiated against the suspect.
- You and the accused are entitled to the same opportunities to have others present during campus disciplinary proceeding and both parties shall be informed of the outcome of any disciplinary proceeding brought which alleges a sexual assault.
- You may request that your academic and living situation be changed, if reasonably available.
- The MACC Security Department offers sexual assault education to students and employees upon request. Literature is available on date rape education and risk reduction.

MACC--COLUMBIA

POLICY REGARDING PROCEDURES STUDENTS AND EMPLOYEES ARE TO FOLLOW WHEN REPORTING CRIMINAL ACTIVITIES OR OTHER EMERGENCIES AND THE PROCEDURES THE COLLEGE WILL FOLLOW WHEN RECEIVING SUCH REPORTS

All students and employees are to report any criminal activity or emergency that is observed to 911 or the nearest supervisor or administrator. The college official will receive the information and take the necessary measures to resolve the situation. Depending on the nature of the criminal activity or emergency, the Columbia Police Department, or ambulance service may be requested. Following the incident, a written report will be submitted. In order to meet the requirements of the Department of Education, every employee of Moberly Area Community College, regardless of employment status, is required to report all crimes and/or concerning behaviors to the Security Department as soon as possible, with no exceptions. This includes both incidents witnessed by, and incidents reported to the employee. To report a crime and/or concerning behavior on the Moberly campus, contact Security at (660) 263-4100 x11247. At the Kirksville, Hannibal, Mexico and Columbia sites, contact the site director or assistant director, who will forward your report to the Security Director. You will be asked to complete an MACC Incident Report (form GI 601), which can be found under employee resources on myMACC.

Anytime an incident is reported, it will be addressed in the most expedient manner and resolved as soon as possible. All incidents will be entered on a daily log to include the nature, date, time, general location of the crime and, if known, the disposition of the complaint. This log will be maintained by the site administrator and will be open for public inspection within two (2) business days of the initial report being made. Further, any new information received will be recorded within two (2) days after it becomes available.

In addition to the Daily Log, the MACC Security Director shall issue timely notices to students and staff regarding crimes that are listed in the Clery Act, crimes that are reported to local police, and situations that may pose a threat to the campus community. These timely warnings will be posted on the website and through Hound Alerts.

TIMELY WARNINGS

Moberly Area Community College is committed to providing its campus community members with information necessary to make informed decisions about personal safety. In accordance with the Clery Act, information regarding crimes reported to MACC Security or local law enforcement agencies that are considered by MACC to represent a serious or continuing threat to students and employees will be issued a **timely warning**.

The decision to issue a timely warning must be done on a case-by-case basis. Some of the factors to be considered are the nature of the crime, the continuing danger to the campus community, and the possible risk of compromising law enforcement efforts. The Security Director, who is responsible for safety and security on all MACC campuses, will issue the **timely warning**. **Timely warnings** will include the date, time, and location of the alleged incident, a brief description regarding the reported crime, and in cases where the suspect or perpetrator is known, the name of the individual and the campus he or she attends. If the suspect is unknown, any descriptive information available will be included. It is irrelevant whether the victims or perpetrators are members of the campus community. The **timely warning** will also include crime prevention tips regarding the incident, and where to call if you have information regarding the incident.

Timely warnings will generally be issued on the Security page of the MACC website with a link to “**Timely Warnings**”. In some cases, when the elements of the crime demand a higher level of notification, **timely warnings** will be issued through MACC college-wide email and myMACC.

If you do not check your MACC email or the announcements on myMACC, it is recommended that you do so. These services are free, and will keep you informed and in-touch with what is happening around you.

POLICY CONCERNING SECURITY AND ACCESS TO CAMPUS FACILITIES AND SECURITY CONSIDERATIONS USED IN THE MAINTENANCE OF CAMPUS FACILITIES

Moberly Area Community College personnel are available in case of emergencies as listed below. Security is on duty Monday through Thursday from 5:30 - 9:30 p.m., patrolling parking lots and providing escorts. The Columbia Police Department is to be contacted in case of emergencies if college personnel cannot be reached.

The Columbia Site Administrative Office is open and staffed 7:00 a.m. - 9:00 p.m. Monday through Thursday; from 7:00 a.m. - 5:00 p.m. on Friday.

Students and employees are encouraged to contact a college administrator when any situation is observed that could lead to an accident or is considered suspicious in nature. The emergency number 911 is in effect in Columbia.

CAMPUS LAW ENFORCEMENT POLICIES

Moberly Area Community College works closely with local law enforcement agencies in areas that may require law enforcement authority.

The Missouri Highway Patrol, Boone County Sheriff's Office, Columbia Police Department, the local ambulance service and Columbia Fire Department may be contacted in case of an emergency or criminal activity.

Students and employees, who witness criminal activity or emergency situations are expected to cooperate fully with local law enforcement agencies so appropriate action can be taken in the most expedient manner. This cooperation will help with the prevention of criminal activity and ensure the safety of all students and employees.

SEXUAL ASSAULT PROCEDURES

1. A student who is the victim of a sexual assault should do the following immediately after the assault:
2. Seek medical attention in an emergency room that performs legal rape exams.
Hannibal Regional Medical Center (573) 248-1300
3. Call 911 or the Police Hannibal Police Department (573) 221-0987 as soon as possible. Time is a critical factor for evidence collection and preservation.
4. Notify MACC college personnel.
(573) 231-0941
5. Seek support and assistance: Avenues
Hannibal, Missouri
1-800-678-7713 or (573)221-4280

Remember:

- To preserve evidence, you should not bathe or change clothes or do any cleaning up in any manner prior to receiving medical assistance.
- You are the person in control when you contact the police department and you decide how you want the incident handled. You may press charges against the suspect and may ask that college disciplinary action be initiated against the suspect.
- You and the accused are entitled to the same opportunities to have others present during a campus disciplinary proceeding and both parties shall be informed of the outcome of any disciplinary proceeding brought which alleges a sexual assault.
- You may request that your academic situation be changed, if reasonable available.

MACC--MEXICO

POLICY REGARDING PROCEDURES STUDENTS AND EMPLOYEES ARE TO FOLLOW WHEN REPORTING CRIMINAL ACTIVITIES OR OTHER EMERGENCIES ARE THE PROCEDURES THE COLLEGE WILL FOLLOW WHEN RECEIVING SUCH REPORTS

All students and employees are to report any criminal activity or emergency that is observed to 911 or the nearest supervisor or administrator. The college official will receive the information and take the necessary measures to resolve the situation. Depending on the nature of the criminal activity or emergency, the Mexico Public Safety, Fire Department, or ambulance service may be requested. Following the incident, a written report will be submitted. In order to meet the requirements of the Department of Education, every employee of Moberly Area Community College, regardless of employment status, is required to report all crimes and/or concerning behaviors to the Security Department as soon as possible, with no exceptions. This includes both incidents witnessed by, and incidents reported to the employee. To report a crime and/or concerning behavior on the Moberly campus, contact Security at (660) 263-4100 x11247. At the Kirksville, Hannibal, Mexico and Columbia sites, contact the site director or assistant director, who will forward your report to the Security Director. You will be asked to complete an MACC Incident Report (form GI 601), which can be found under employee resources on myMACC.

Anytime an incident is reported, it will be addressed in the most expedient manner and resolved as soon as possible. All incidents will be entered on a daily log to include the nature, date, time, general location of the crime and, if known, the disposition of the complaint. This log will be maintained by the site administrator and will be open for public inspection within two (2) business days of the initial report being made. Further, any new information received will be recorded within two (2) days after it becomes available.

In addition to the Daily Log, the MACC Security Director shall issue timely notices to students and staff regarding crimes that are listed in the Clery Act, crimes that are reported to local police, and situations that may pose a threat to the campus community. These timely warnings will be posted on the website and through Hound Alerts.

TIMELY WARNINGS

Moberly Area Community College is committed to providing its campus community members with information necessary to make informed decisions about personal safety. In accordance with the Clery Act, information regarding crimes reported to MACC Security or local law enforcement agencies that are considered by MACC to represent a serious or continuing threat to students and employees will be issued a **timely warning**.

The decision to issue a timely warning must be done on a case-by-case basis. Some of the factors to be considered are the nature of the crime, the continuing danger to the campus community, and the possible risk of compromising law enforcement efforts. The Security Director, who is responsible for safety and security on all MACC campuses, will issue the **timely warning**. **Timely warnings** will include the date, time, and location of the alleged incident, a brief description regarding the reported crime, and in cases where the suspect or perpetrator is known, the name of the individual and the campus he or she attends. If the suspect is unknown, any descriptive information available will be included. It is irrelevant whether the victims or perpetrators are members of the campus community. The **timely warning** will also include crime prevention tips regarding the incident, and where to call if you have information regarding the incident.

Timely warnings will generally be issued on the Security page of the MACC website with a link to “**Timely Warnings**”. In some cases, when the elements of the crime demand a higher level of notification, **timely warnings** will be issued through MACC college-wide email and myMACC.

If you do not check your MACC email or the announcements on myMACC, it is recommended that you do so. These services are free, and will keep you informed and in-touch with what is happening around you.

POLICY CONCERNING SECURITY AND ACCESS TO CAMPUS FACILITIES AND SECURITY CONSIDERATIONS USED IN THE MAINTENANCE OF CAMPUS FACILITIES

Moberly Area Community College personnel are available in case of emergencies as listed below. The Mexico Police Department is to be contacted in case of emergencies if college personnel cannot be reached.

The Advanced Technology Center Administrative Office is open and staffed 8:00 a.m. - 9:00 p.m. Monday through Thursday; from 8:00 a.m. - 5:00 p.m. on Friday. Custodians arrive at 7:00 a.m. and are accessible until 10:00 p.m. on Monday through Thursday and Friday until 5:00 p.m.

Parking lots and walkways have lighting which is designed to increase the security of these areas. The Advanced Technology Center building is locked and secured at 10:00 p.m. on Monday through Thursday, and at 5:00 p.m. on Friday.

Students and employees are encouraged to contact a college administrator when any situation is observed that could lead to an accident or is considered suspicious in nature. The emergency number 911 is in effect in Mexico.

CAMPUS LAW ENFORCEMENT POLICIES

Moberly Area Community College works closely with local law enforcement agencies in areas that may require law enforcement authority.

The Missouri Highway Patrol, Audrain County Sheriff's Office, Mexico Public Safety, and the local ambulance service may be contacted in case of an emergency or criminal activity.

Students and employees, who witness criminal activity or emergency situations are expected to cooperate fully with local law enforcement agencies so appropriate action can be taken in the most expedient manner. This cooperation will help with the prevention of criminal activity and ensure the safety of all students and employees.

SEXUAL ASSAULT PROCEDURES

1. Seek medical attention in an emergency room the preforms legal rape exams.
Audrain Medical Center (573) 582-5000
2. Call 911 or Mexico Public Safety (573) 473-5800 as soon as possible.
Time is a critical factor for evidence collection and preservation.
3. Notify MACC college personnel.
(573) 582-0817
4. Seek support and assistance:
Arthur Center
704 E. Monroe Mexico, Missouri
(573) 581-1785

Remember:

- To preserve evidence, you should not bathe or change clothes or do any cleaning up in any manner prior to receiving medical assistance.
- You are the person in control when you contact the police department and you decide how you want the incident handled. You may press charges against the suspect and may ask that college disciplinary action be initiated against the suspect.
- You and the accused are entitled to the same opportunities to have others present during a campus disciplinary proceeding and both parties shall be informed of the outcome of any disciplinary proceeding brought which alleges a sexual assault.
- You may request that your academic situation be changed, if reasonable available.

MACC--KIRKSVILLE

POLICY REGARDING PROCEDURES STUDENTS AND EMPLOYEES ARE TO FOLLOW WHEN REPORTING CRIMINAL ACTIVITIES OR OTHER EMERGENCIES AND THE PROCEDURES THE COLLEGE WILL FOLLOW WHEN RECEIVING SUCH REPORTS

All students and employees are to report any criminal activity or emergency that is observed to 911 or the nearest supervisor or administrator. The college official will receive the information and take the necessary measures to resolve the situation. Depending on the nature of the criminal activity or emergency, the Kirksville Police Department, Fire Department, or ambulance service may be requested. Following the incident, a written report will be submitted. In order to meet the requirements of the Department of Education, every employee of Moberly Area Community College, regardless of employment status, is required to report all crimes and/or concerning behaviors to the Security Department as soon as possible, with no exceptions. This includes both incidents witnessed by, and incidents reported to the employee. To report a crime and/or concerning behavior on the Moberly campus, contact Security at (660) 263-4100 x11247. At the Kirksville, Hannibal, Mexico and Columbia sites, contact the site director or assistant director, who will forward your report to the Security Director. You will be asked to complete an MACC Incident Report (form GI 601), which can be found under employee resources on myMACC.

Anytime an incident is reported, it will be addressed in the most expedient manner and resolved as soon as possible. All incidents will be entered on a daily log to include the nature, date, time, general location of the crime and, if known, the disposition of the complaint. This log will be maintained by the site administrator and will be open for public inspection within two (2) business days of the initial report being made. Further, any new information received will be recorded within two (2) days after it becomes available.

In addition to the Daily Log, the MACC Security Director shall issue timely notices to students and staff regarding crimes that are listed in the Clery Act, crimes that are reported to local police, and situations that may pose a threat to the campus community. These timely warnings will be posted on the website and through Hound Alerts.

TIMELY WARNINGS

Moberly Area Community College is committed to providing its campus community members with information necessary to make informed decisions about personal safety. In accordance with the Clery Act, information regarding crimes reported to MACC Security or local law enforcement agencies that are considered by MACC to represent a serious or continuing threat to students and employees will be issued a **timely warning**.

The decision to issue a timely warning must be done on a case-by-case basis. Some of the factors to be considered are the nature of the crime, the continuing danger to the campus community, and the possible risk of compromising law enforcement efforts. The Security Director, who is responsible for safety and security on all MACC campuses, will issue the **timely warning**. **Timely warnings** will include the date, time, and location of the alleged incident, a brief description regarding the reported crime, and in cases where the suspect or perpetrator is known, the name of the individual and the campus he or she attends. If the suspect is unknown, any descriptive information available will be included. It is irrelevant whether the victims or perpetrators are members of the campus community. The **timely warning** will also include crime prevention tips regarding the incident, and where to call if you have information regarding the incident.

Timely warnings will generally be issued on the Security page of the MACC website with a link to “**Timely Warnings**”. In some cases, when the elements of the crime demand a higher level of notification, **timely warnings** will be issued through MACC college-wide email and myMACC.

If you do not check your MACC email or the announcements on myMACC, it is recommended that you do so. These services are free, and will keep you informed and in-touch with what is happening around you.

POLICY CONCERNING SECURITY AND ACCESS TO CAMPUS FACILITIES AND SECURITY CONSIDERATIONS USED IN THE MAINTENANCE OF CAMPUS FACILITIES

Moberly Area Community College personnel are available in case of emergencies as listed below. The Kirksville Police Department is to be contacted in case of emergencies if college personnel cannot be reached.

The Kirksville Administrative Office is open and staffed 7:30 a.m. - 9:00 p.m. Monday through Thursday; from 7:30 a.m. - 5:00 p.m. on Friday.

Parking lots and walkways have lighting which is designed to increase the security of these areas. The Advanced Technology Center building is locked and secured at 9:00 p.m. on Monday through Thursday, and at 5:00 p.m. on Friday

Students and employees are encouraged to contact a college administrator when any situation is observed that could lead to an accident or is considered suspicious in nature. The emergency number 911 is in effect in Kirksville.

CAMPUS LAW ENFORCEMENT POLICIES

Moberly Area Community College works closely with local law enforcement agencies in areas that may require law enforcement authority.

The Missouri Highway Patrol, Adair County Sheriff's Office, Kirksville Police Department, the local ambulance service and Kirksville Fire Department may be contacted in case of an emergency or criminal activity.

Students and employees, who witness criminal activity or emergency situations are expected to cooperate fully with local law enforcement agencies so appropriate action can be taken in the most expedient manner. This cooperation will help with the prevention of criminal activity and ensure the safety of all students and employees.

SEXUAL ASSAULT PROCEDURES

1. Seek medical attention in an emergency room that preforms legal rape exams.
Northeast Regional Medical Center (660) 785-1000
2. Call 911 or the Kirksville Police Department (660) 665-5621 as soon as possible.
Time is a critical factor for evidence collection and preservation.
3. Notify MACC college personnel. (660) 665-0345
4. Seek support and assistance:
Preferred Family Healthcare
1101 Jamison
Kirksville, Missouri

Remember:

- To preserve evidence, you should not bathe or change clothes or do any cleaning up in any manner prior to receiving medical assistance.
- You are the person in control when you contact the police department and you decide how you want the incident handled. You may press charges against the suspect and may ask that college disciplinary action be initiated against the suspect.
- You and the accused are entitled to the same opportunities to have others present during a campus disciplinary proceeding and both parties shall be informed of the outcome of any disciplinary proceeding brought which alleges a sexual assault.
- You may request that your academic situation be changed, if reasonable available.
- (660) 665-1962

Community Resources:

Safe Passage, Moberly Hotline: 800-616-3754

Hotline: 660-269-8111

Phone: 660-269-8111

<http://www.safepassagemoberly.org/>

True North Shelter, Columbia Hotline: 800-548-2480

Hotline: 573-875-1370

Phone: 573-875-1370

<http://truenorthofcolumbia.org>

Victim Support Services, Kirksville

Hotline: 660-668-1617

Hotline: 660-651-1617

Phone: 660-651-1617

Avenues, Hannibal

Hotline: 800-678-7713

Hotline: 573-221-4280

Phone: 573-221-4280

<http://www.avenueshelp.org>

Coalition against Rape and Domestic Violence (CARDV), Fulton Hotline: 866-642-4422

Hotline: 573-642-4422

Phone: 573-642-4422

<http://callawaycardv.org>

In addition to the above-mentioned resources, the Director of Security and Residential Life (x11247), Title IX Coordinator (x11236), Dean of Student Services (x11235), and Vice President for Instruction (x11264) can provide ongoing support during the institutional disciplinary and/or criminal process.

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

MACC--HANNIBAL

POLICY REGARDING PROCEDURES STUDENTS AND EMPLOYEES ARE TO FOLLOW WHEN REPORTING CRIMINAL ACTIVITIES OR OTHER EMERGENCIES AND THE PROCEDURES THE COLLEGE WILL FOLLOW WHEN RECEIVING SUCH REPORTS

All students and employees are to report any criminal activity or emergency that is observed to 911 or the nearest supervisor or administrator. The college official will receive the information and take the necessary measures to resolve the situation. Depending on the nature of the criminal activity or emergency, the Hannibal Police Department, Fire Department, ambulance service may be requested. Following the incident, a written report will be submitted. In order to meet the requirements of the Department of Education, every employee of Moberly Area Community College, regardless of employment status, is required to report all crimes and/or concerning behaviors to the Security Department as soon as possible, with no exceptions. This includes both incidents witnessed by, and incidents reported to the employee. To report a crime and/or concerning behavior on the Moberly campus, contact Security at (660) 263-4100 x11247. At the Kirksville, Hannibal, Mexico and Columbia sites, contact the site director or assistant director, who will forward your report to the Security Director. You will be asked to complete an MACC Incident Report (form GI 601), which can be found under employee resources on myMACC.

Anytime an incident is reported, it will be addressed in the most expedient manner and resolved as soon as possible. All incidents will be entered on a daily log to include the nature, date, time, general location of the crime and, if known, the disposition of the complaint. This log will be maintained by the site administrator and will be open for public inspection within two (2) business days of the initial report being made. Further, any new information received will be recorded within two (2) days after it becomes available.

In addition to the Daily Log, the MACC Security Director shall issue timely notices to students and staff regarding crimes that are listed in the Clery Act, crimes that are reported to local police, and situations that may pose a threat to the campus community. These timely warnings will be posted on the website and through Hound Alerts.

TIMELY WARNINGS

Moberly Area Community College is committed to providing its campus community members with information necessary to make informed decisions about personal safety. In accordance with the Clery Act, information regarding crimes reported to MACC Security or local law enforcement agencies that are considered by MACC to represent a serious or continuing threat to students and employees will be issued a **timely warning**.

The decision to issue a timely warning must be done on a case-by-case basis. Some of the factors to be considered are the nature of the crime, the continuing danger to the campus community, and the possible risk of compromising law enforcement efforts. The Security Director, who is responsible for safety and security on all MACC campuses, will issue the **timely warning**. **Timely warnings** will include the date, time, and location of the alleged incident, a brief description regarding the reported crime, and in cases where the suspect or perpetrator is known, the name of the individual and the campus he or she attends. If the suspect is unknown, any descriptive information available will be included. It is irrelevant whether the victims or perpetrators are members of the campus community. The **timely warning** will also include crime prevention tips regarding the incident, and where to call if you have information regarding the incident.

Timely warnings will generally be issued on the Security page of the MACC website with a link to “**Timely Warnings**”. In some cases, when the elements of the crime demand a higher level of notification, **timely warnings** will be issued through MACC college-wide email and myMACC.

If you do not check your MACC email or the announcements on myMACC, it is recommended that you do so. These services are free, and will keep you informed and in-touch with what is happening around you.

POLICY CONCERNING SECURITY AND ACCESS TO CAMPUS FACILITIES AND SECURITY CONSIDERATIONS USED IN THE MAINTENANCE OF CAMPUS FACILITIES

Moberly Area Community College personnel are available in case of emergencies as listed below. The Hannibal Police Department is to be contacted in case of emergencies if college personnel cannot be reached.

The Hannibal Center Administrative Office is open and staffed 8:00 a.m. - 7:00 p.m. Monday through Thursday; from 8:00 a.m. - 5:00 p.m. on Friday.

Parking lots and walkways have lighting which is designed to increase the security of these areas. The Advanced Technology Center building is locked and secured at 7:00 p.m. on Monday through Thursday, and at 5:00 p.m. on Friday

Students and employees are encouraged to contact a college administrator when any situation is observed that could lead to an accident or is considered suspicious in nature. The emergency number 911 is in effect in Hannibal.

CAMPUS LAW ENFORCEMENT POLICIES

Moberly Area Community College works closely with local law enforcement agencies in areas that may require law enforcement authority.

The Missouri Highway Patrol, Marion County Sheriff's Office, Hannibal Police Department, the local ambulance service and Hannibal Fire Department may be contacted in case of an emergency or criminal activity.

Students and employees, who witness criminal activity or emergency situations are expected to cooperate fully with local law enforcement agencies so appropriate action can be taken in the most expedient manner. This cooperation will help with the prevention of criminal activity and ensure the safety of all students and employees.

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

SEXUAL ASSAULT PROCEDURES

A student who is the victim of a sexual assault should do the following immediately after the assault:

1. Seek medical attention in an emergency room the preforms legal rape exams.
Hannibal Regional Medical Center (573) 248-1300
2. Call 911 or the Police Hannibal Police Department (573) 221-0987 as soon as possible.
Time is a critical factor for evidence collection and preservation.
3. Notify MACC college personnel.
(573) 231-0941
4. Seek support and assistance:
Avenues
Hannibal, Missouri
1-800-678-7713 or (573)221-4280

Remember:

- To preserve evidence, you should not bathe or change clothes or do any cleaning up in any manner prior to receiving medical assistance.
- You are the person in control when you contact the police department and you decide how you want the incident handled. You may press charges against the suspect and may ask that college disciplinary action be initiated against the suspect.
- You and the accused are entitled to the same opportunities to have others present during a campus disciplinary proceeding and both parties shall be informed of the outcome of any disciplinary proceeding brought which alleges a sexual assault.
- You may request that your academic situation be changed, if reasonable available.

CAMPUS ADDRESSES and EMERGENCY NUMBERS

Moberly Area Community College
101 College Avenue
Moberly, MO 65270
(660) 263-4110

Security 651-9011
Emergency 8-911
Police 263-0346
Fire 269-8705
Ambulance 263-2267

Columbia Higher Education Center
601 Business Loop 70 West Suite 216
Columbia, MO 65203
(573) 234-1067

Emergency 911
Police 442-6131
Fire 442-6131
Ambulance 442-6131

Mexico Higher Education Center
2900 Doreli Lane
Mexico, MO 65265
(573) 582-0817

Emergency 911
Police 473-5800
Fire 473-5800
Ambulance 473-5800

Kirksville Higher Education Center
2105 East Normal
Kirksville, MO 63501
660) 665-0345

Emergency 911
Police 665-5621
Ambulance 665-1260

Hannibal Higher Education Center
190 Shinn Lane
Hannibal, MO 63401
(573) 231-0941

Emergency 911
Police 221-0987
Fire 221-0657
Ambulance 221-5510

CRIME PREVENTION TIPS

- Never leave valuables within view in a vehicle
- Secure a parked vehicle with locked doors and windows closed
- Don't leave a parked car running while unoccupied
- Let friends or family know where you will be
- Avoid unknown locations or new situations at night
- Go in a group and stay with the group – don't leave friends behind
- Lock car doors when traveling
- Don't give out social security numbers- get a generated number on your license
- Don't leave property unattended
- Never leave drinks unattended at a club
- Lock doors at home whether you are there or not
- Don't answer the door if you don't know who it is and never let a stranger in to "use the phone"
- If you must drink, DRINK RESPONSIBLY! And don't mix alcohol with high energy drinks
- Using drugs can make it hard to learn and remember things-school and work may seem harder, and drug use can affect your coordination and cloud your thinking.

USE OF ALCOHOL AND OTHER DRUGS POLICY *(Revised March 31, 2014)* **L.090**

The College is committed to the education and the development of students, faculty, and staff regarding the prevention of the abuse of alcohol and other drugs. In order to provide the best possible educational environment, students are expected to attend class and employees are required to report to work in an appropriate mental and physical condition. It is the intent and obligation of L-5 the College to provide a drug- and alcohol-free, healthful, safe, and secure environment in compliance with the Drug-Free Workplace Act and the Drug-Free School and Communities Act.

All employees, including student employees, as a condition of employment, must abide by the terms of this policy and report any convictions under a criminal drug/alcohol statute for violations occurring on or off College premises, at College-sponsored activities, or while otherwise conducting College business. A report of conviction must be made to the President's Office within five days of the conviction. This requirement is mandated for all employees by the Drug-Free Workplace Act of 1988.

Training and Education

All employees and students are encouraged to participate in the courses that MACC provides for alcohol and drug training. During the 90-minute course participants will navigate issues related to partying, drugs and alcohol. The course includes discussion on the dangers of alcohol, alcohol and the law, knowing what is in a drink and signs of drunkenness, social pressures and drinking, the effects of drugs on the brain, date rape drugs, and penalties for violating the law. The training also covers myths about drugs and alcohol, and bystander tips for assisting someone under the influence. Pending Board approval.

Violations and Sanctions

Moberly Area Community College's policy on the use of alcohol and other drugs is developed to provide intervention, prevention, and education to students and employees. MACC's Student Code of Conduct outlines the procedure for handling student conduct which is disruptive, illegal, or unethical. More specifically, the unlawful manufacture, distribution, dispensation, possession, or use of alcohol or a controlled substance while on College premises, while off-campus at College-sponsored activities or while representing the College is absolutely prohibited. Violations of this policy will result in disciplinary action, which may include verbal or written warning, probation or suspension, student expulsion or employee termination, and/or satisfactory attendance in a drug/alcohol abuse rehabilitation program.

The College also has a specific policy regarding drug and alcohol testing requirements for employees required to obtain a Commercial Driver's License. The Omnibus Transportation Employee Testing Act of 1991 requires MACC to conduct controlled substance testing for CDL drivers prior to employment, after an accident, at random times, upon reasonable suspicion, and upon return to duty following the misuse of drugs or alcohol. Violations of this policy could result in suspension of driving duties, referral for treatment, and/or termination.

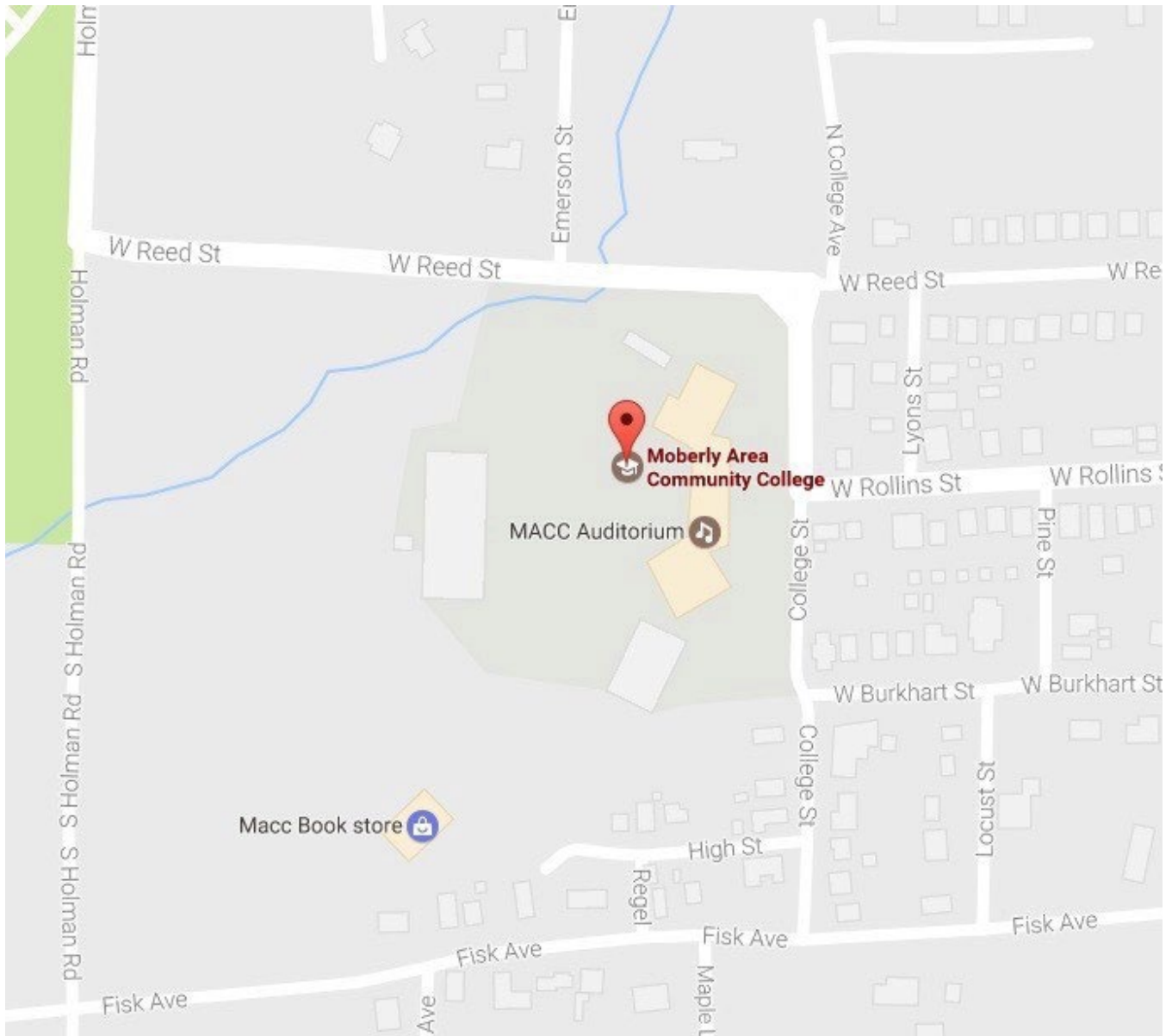
Additionally, MACC student athletes are required to attend a drug awareness education program and submit to random drug testing. Athletes may also be tested when reasonable suspicion exists that they are using illegal substances. Athletes with first-offense positive tests will be suspended from intercollegiate activities for one week and must attend substance abuse counseling. These student-athletes will be randomly drug tested through one calendar year from the date of the positive test. Athletes with a second offense will be expelled from the athletic program.

Students enrolled in Allied Health programs at the College may also be required to submit to drug screening or random drug testing. Positive test results for illegal drugs or refusal to submit to drug testing may result in denial of clinical site privileges and/or dismissal from the Allied Health Program.

In addition to College disciplinary actions, violators of the College's policy on the use of alcohol and other drugs may be subject to legal sanctions. MACC upholds all federal, state, and local laws prohibiting the

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

manufacture, possession, distribution, or use of alcohol or illicit drugs by students, employees, or visitors on College property, in the functions of the College, or as representatives of the College. Violations of such laws will result in disciplinary sanctions imposed by the College and will be reported to law authorities as appropriate.



Moberly Area Community College

101 College Avenue

Moberly, Missouri 65270

(660)263-4100

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

CRIMINAL OFFENSES-MOBERLY Hate crimes indicated by "H"

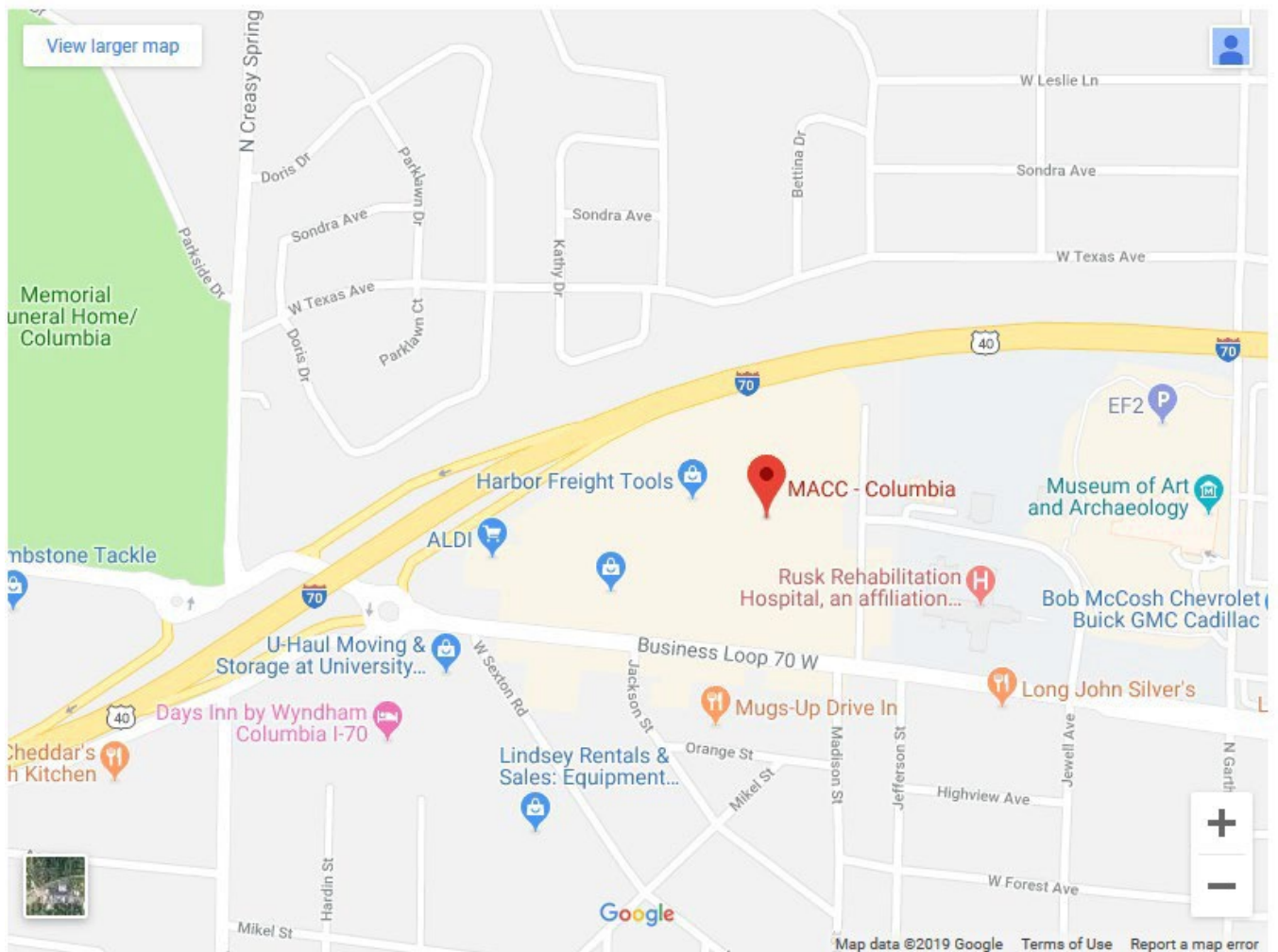
OFFENSE	YEAR	GEOGRAPHIC LOCATION			
		ON CAMPUS PROPERTY	ON CAMOPUS STUDENT HOUSING FACILITIES	NONCAMPUS PROPERTY	PUBLIC PROPERTY
MURDER/NON NEGLIGENT MANSLAUGHTER	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
MANSLAUGHTER BY NEGLIGENCE	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
RAPE	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
FONDLING	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
INCEST	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
STATUTORY RAPE	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
ROBBERY	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
AGGRAVATED ASSAULT	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
BURGLARY	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
MOTOR VEHICLE THEFT	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
ARSON	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0

VAWA OFFENSES-MOBERLY Hate crimes indicated by "H"

OFFENSE	YEAR	GEOGRAPHIC LOCATION				
		ON CAMPUS PROPERTY	ON CAMPUS STUDENT HOUSING FACILITIES	NONCAMPUS PROPERTY	PUBLIC PROPERTY	
DOMESTIC VIOLENCE	2022	0	0	0	0	
	2023	0	0	0	0	
	2024	0	0	0	0	
DATING VIOLENCE	2022	0	0	0	0	
	2023	0	0	0	0	
	2024	0	0	0	0	
STALKING	2022	0	0	0	0	
	2023	0	0	0	0	
	2024	0	0	0	0	

ARRESTS/REFERRALS-MOBERLY Hate crimes indicated by "H"

OFFENSE	YEAR	GEOGRAPHIC LOCATION				
		ON CAMPUS PROPERTY	ON CAMPUS STUDENT HOUSING FACILITIES	NONCAMPUS PROPERTY	PUBLIC PROPERTY	
ARRESTS: WEAPONS: CARRYING, POSSESSING, ETC	2022	0	0	0	0	
	2023	0	0	0	0	
	2024	1	0	0	0	
DISCIPLINARY REFERRALS:	2022	0	0	0	0	
	2023	0	0	0	0	
	2024	0	0	0	0	
ARRESTS: DRUG ABUSE VIOLATIONS	2022	0	0	0	0	
	2023	0	0	0	0	
	2024	0	0	0	0	
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2022	0	0	0	0	
	2023	0	0	0	0	
	2024	0	0	0	0	
ARRESTS: LIQUOR LAW VIOLATIONS	2022	0	0	0	1	
	2023	1	0	0	0	
	2024	0	0	0	0	
DISCIPLINARY REFERRALS: LIQUOR LAW VIOLATIONS	2022	0	0	0	1	
	2023	2	0	0	0	
	2024	0	1	0	0	



Moberly Area Community College—Columbia Higher Education Center

601 Business Loop 70 West, Suite 216

Columbia, Missouri 65203

(573)234-1067

<https://www.macc.edu/sexual-misconduct-title-ix-policy/>

CRIMINAL OFFENSES-COLUMBIA Hate crimes indicated by "H"

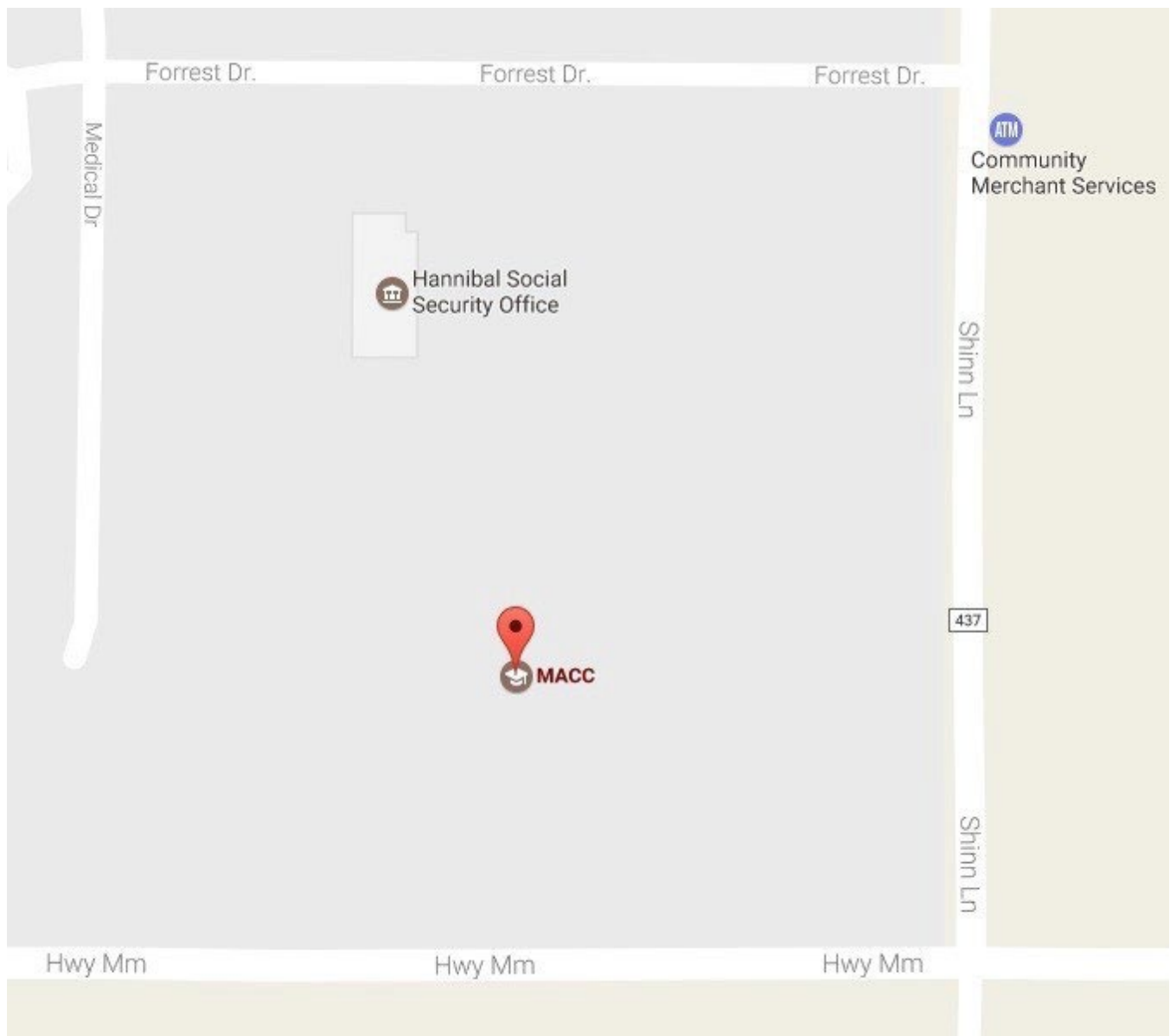
OFFENSE	YEAR	GEOGRAPHIC LOCATION			
		ON CAMPUS PROPERTY	ON CAMPUS STUDENT HOUSING FACILITIES	NONCAMPUS PROPERTY	PUBLIC PROPERTY
MURDER/NON NEGLIGENT MANSLAUGHTER	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
MANSLAUGHTER BY NEGLIGENCE	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
RAPE	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
FONDLING	2022	0	0	1	0
	2023	0	0	0	0
	2024	0	0	0	0
INCEST	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
STATUTORY RAPE	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
ROBBERY	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
AGGRAVATED ASSAULT	2022	0	0	0	0
	2023	0	0	0	3
	2024	0	0	0	0
BURGLARY	2022	0	0	1	0
	2023	0	0	0	0
	2024	0	0	0	0
MOTOR VEHICLE THEFT	2022	0	0	3	0
	2023	0	0	0	0
	2024	0	0	0	0
ARSON	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0

VAWA OFFENSES-COLUMBIA Hate crimes indicated by "H"

OFFENSE	YEAR	GEOGRAPHIC LOCATION			
		ON CAMPUS PROPERTY	ON CAMPUS STUDENT HOUSING FACILITIES	NONCAMPUS PROPERTY	PUBLIC PROPERTY
DOMESTIC VIOLENCE	2022	0	0	1	0
	2023	0	0	0	0
	2024	0	0	0	0
DATING VIOLENCE	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
STALKING	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0

ARRESTS/REFERRALS-COLUMBIA Hate crimes indicated by "H"

OFFENSE	YEAR	GEOGRAPHIC LOCATION			
		ON CAMPUS PROPERTY	ON CAMPUS STUDENT HOUSING FACILITIES	NONCAMPUS PROPERTY	PUBLIC PROPERTY
ARRESTS: WEAPONS: CARRYING, POSSESSING, ETC	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
DISCIPLINARY REFERRALS:	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
ARRESTS: DRUG ABUSE VIOLATIONS	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
ARRESTS: LIQUOR LAW VIOLATIONS	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0



Moberly Area Community College—Hannibal Higher Education Center

19 Shinn Lane

Hannibal, Missouri 63401

(573)231-0941

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CRIMINAL OFFENSES-HANNIBAL Hate crimes indicated by "H"

	OFFENSE	YEAR	GEOGRAPHIC LOCATION				
			ON CAMPUS PROPERTY	ON CAMPUS STUDENT HOUSING FACILITIES	NONCAMPUS PROPERTY	PUBLIC PROPERTY	
	MURDER/NON NEGLIGENT MANSLAUGHTER	2022	0	0	0	0	
		2023	0	0	0	0	
		2024	0	0	0	0	
	MANSLAUGHTER BY NEGLECT	2022	0	0	0	0	
		2023	0	0	0	0	
		2024	0	0	0	0	
	RAPE	2022	0	0	0	0	
		2023	0	0	0	0	
		2024	0	0	0	0	
	FONDLING	2022	0	0	0	0	
		2023	0	0	0	0	
		2024	0	0	0	0	
	INCEST	2022	0	0	0	0	
		2023	0	0	0	0	
		2024	0	0	0	0	
	STATUTORY RAPE	2022	0	0	0	0	
		2023	0	0	0	0	
		2024	0	0	0	0	
	ROBBERY	2022	0	0	0	0	
		2023	0	0	0	0	
		2024	0	0	0	0	
	AGGRAVATED ASSAULT	2022	0	0	0	0	
		2023	0	0	0	0	
		2024	0	0	0	0	
	BURGLARY	2022	1	0	0	0	
		2023	0	0	0	0	
		2024	0	0	0	0	
	MOTOR VEHICLE THEFT	2022	0	0	0	0	
		2023	0	0	0	0	
		2024	0	0	0	0	
	ARSON	2022	0	0	0	0	
		2023	0	0	0	0	
		2024	0	0	0	0	

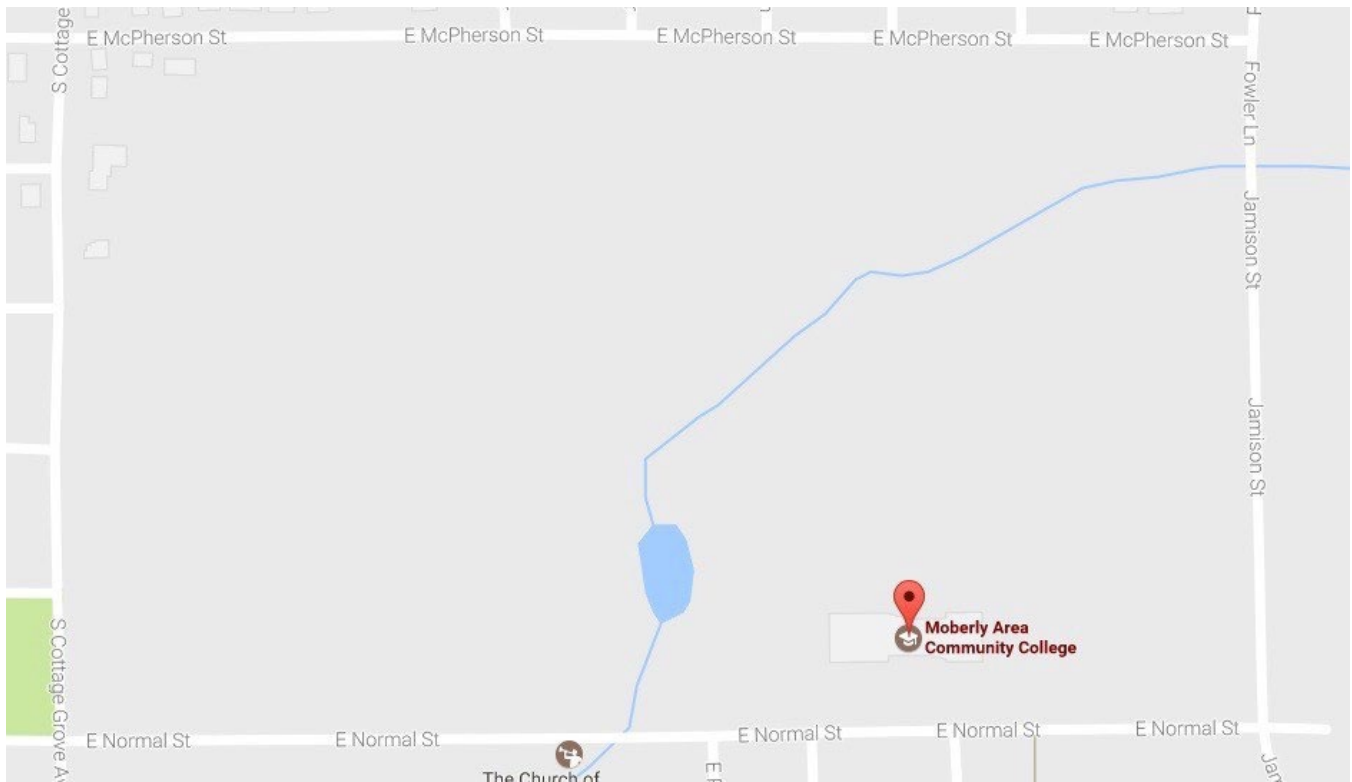
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VAWA OFFENSES-HANNIBAL Hate crimes indicated by "H"

OFFENSE	YEAR	GEOGRAPHIC LOCATION			
		ON CAMPUS PROPERTY	ON CAMPUS STUDENT HOUSING FACILITIES	NONCAMPUS PROPERTY	PUBLIC PROPERTY
DOMESTIC VIOLENCE	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
DATING VIOLENCE	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
STALKING	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0

ARRESTS/REFERRALS-HANNIBAL Hate crimes indicated by "H"

OFFENSE	YEAR	GEOGRAPHIC LOCATION			
		ON CAMPUS PROPERTY	ON CAMPUS STUDENT HOUSING FACILITIES	NONCAMPUS PROPERTY	PUBLIC PROPERTY
ARRESTS: WEAPONS: CARRYING, POSSESSING, ETC	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
DISCIPLINARY REFERRALS:	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
ARRESTS: DRUG ABUSE VIOLATIONS	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
ARRESTS: LIQUOR LAW VIOLATIONS	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
DISCIPLINARY REFERRALS: LIQUOR LAW VIOLATIONS	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0



Moberly Area Community College—Kirkville Higher Education Center

2105 East Normal

Kirkville, Missouri 63501

(660)665-0345

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CRIMINAL OFFENSES-KIRKSVILLE Hate crimes indicated by "H"

OFFENSE	YEAR	GEOGRAPHIC LOCATION				
		ON CAMPUS PROPERTY	ON CAMPUS STUDENT HOUSING FACILITIES	NONCAMPUS PROPERTY	PUBLIC PROPERTY	
MURDER/NON NEGLIGENT MANSLAUGHTER	2022	0	0	0	0	
	2023	0	0	0	0	
	2024	0	0	0	0	
MANSLAUGHTER BY NEGLIGENCE	2022	0	0	0	0	
	2023	0	0	0	0	
	2024	0	0	0	0	
RAPE	2022	0	0	0	0	
	2023	0	0	0	0	
	2024	0	0	0	0	
FONDLING	2022	0	0	0	0	
	2023	0	0	0	0	
	2024	0	0	0	0	
INCEST	2022	0	0	0	0	
	2023	0	0	0	0	
	2024	0	0	0	0	
STATUTORY RAPE	2022	0	0	0	0	
	2023	0	0	0	0	
	2024	0	0	0	0	
ROBBERY	2022	0	0	0	0	
	2023	0	0	0	0	
	2024	0	0	0	0	
AGGRAVATED ASSAULT	2022	0	0	0	0	
	2023	0	0	0	0	
	2024	0	0	0	0	
BURGLARY	2022	0	0	0	0	
	2023	0	0	0	0	
	2024	0	0	0	0	
MOTOR VEHICLE THEFT	2022	0	0	0	0	
	2023	0	0	0	0	
	2024	0	0	0	0	
ARSON	2022	0	0	0	0	
	2023	0	0	0	0	
	2024	0	0	0	0	

VAWA OFFENSES-KIRKSVILLE Hate crimes indicated by "H"

OFFENSE	YEAR	GEOGRAPHIC LOCATION			
		ON CAMPUS PROPERTY	ON CAMPUS STUDENT HOUSING FACILITIES	NONCAMPUS PROPERTY	PUBLIC PROPERTY
DOMESTIC VIOLENCE	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
DATING VIOLENCE	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
STALKING	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0

ARRESTS/REFERRALS-KIRKSVILLE Hate crimes indicated by "H"

OFFENSE	YEAR	GEOGRAPHIC LOCATION			
		ON CAMPUS PROPERTY	ON CAMPUS STUDENT HOUSING FACILITIES	NONCAMPUS PROPERTY	PUBLIC PROPERTY
ARRESTS: WEAPONS: CARRYING, POSSESSING, ETC	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
DISCIPLINARY REFERRALS:	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
ARRESTS: DRUG ABUSE VIOLATIONS	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
ARRESTS: LIQUOR LAW VIOLATIONS	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
DISCIPLINARY REFERRALS: LIQUOR LAW VIOLATIONS	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0

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Moberly Area Community College-Mexico Higher Education Center

2900 Dorelei Lane

, Mexico, Missouri 65265

(573)582-0817

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CRIMINAL OFFENSES-MEXICO Hate crimes indicated by "H"

OFFENSE	YEAR	GEOGRAPHIC LOCATION			
		ON CAMPUS PROPERTY	ON CAMPUS STUDENT HOUSING FACILITIES	NONCAMPUS PROPERTY	PUBLIC PROPERTY
MURDER/NON NEGLIGENT MANSLAUGHTER	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
MANSLAUGHTER BY NEGLIGENCE	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
RAPE	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
FONDLING	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
INCEST	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
STATUTORY RAPE	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
ROBBERY	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
AGGRAVATED ASSAULT	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
BURGLARY	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
MOTOR VEHICLE THEFT	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
ARSON	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0

VAWA OFFENSES-MEXICO Hate crimes indicated by "H"

OFFENSE	YEAR	GEOGRAPHIC LOCATION				
		ON CAMPUS PROPERTY	ON CAMOPUS STUDENT HOUSING FACILITIES	NONCAMPUS PROPERTY	PUBLIC PROPERTY	
DOMESTIC VIOLENCE	2022	0	0	0	0	
	2023	0	0	0	0	
	2024	0	0	0	0	
DATING VIOLENCE	2022	0	0	0	0	
	2023	0	0	0	0	
	2024	0	0	0	0	
STALKING	2022	0	0	0	0	
	2023	0	0	0	0	
	2024	0	0	0	0	

ARRESTS/REFERRALS-MEXICO Hate crimes indicated by "H"

OFFENSE	YEAR	GEOGRAPHIC LOCATION				
		ON CAMPUS PROPERTY	ON CAMOPUS STUDENT HOUSING FACILITIES	NONCAMPUS PROPERTY	PUBLIC PROPERTY	
ARRESTS: WEAPONS: CARRYING, POSSESSING, ETC	2022	0	0	0	0	
	2023	0	0	0	0	
	2024	0	0	0	0	
DISCIPLINARY REFERRALS:	2022	0	0	0	0	
	2023	0	0	0	0	
	2024	0	0	0	0	
ARRESTS: DRUG ABUSE VIOLATIONS	2022	0	0	0	0	
	2023	0	0	0	0	
	2024	0	0	0	0	
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2022	0	0	0	0	
	2023	0	0	0	0	
	2024	0	0	0	0	
ARRESTS: LIQUOR LAW VIOLATIONS	2022	0	0	0	0	
	2023	0	0	0	0	
	2024	0	0	0	0	
DISCIPLINARY REFERRALS: LIQUOR LAW VIOLATIONS	2022	0	0	0	0	
	2023	0	0	0	0	
	2024	0	0	0	0	

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