
Ecclesia College 2023-2024
Campus Safety and Security Handbook – Annual Security Report
&
Annual Fire Safety Report
September 4th, 2024

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Annual Fire Safety Report Follows This Section

Emergency Phone Numbers and Contact information

<u>Position</u>	<u>Name</u>	<u>Contact</u>
#President	Michael Novak	479-248-7236
#Dean of Students	Liz Newlun	479-248-7236x232
#Resident Director	John Newlun	479-366-9075
#Physical Plant Director	John Newlun	479-366-9075
#Faculty Representative	Donald Preston	479-248-7236x209
#CMT Coordinator	Liz Newlun	479-248-7236x232

Resident Assistants available to students via cell phone.

Crisis Management Team (CMT)

^^ Authorized to speak with media

Emergency # - 911

Springdale Police Department – 479-756-8200

Springdale Fire Department – 479-751-4510

Poison Control – 800-222-1222

Power Outage – Carroll Electric 800-432-9720

SWEPCO 888-218-3919

In an emergency, call the supervisor in each affected department. If it involves students, contact Liz Newlun. If it involves faculty, contact Donna Brown.

EMERGENCY PLAN AND ALERTS

RECOMMENDED PROCEDURES:

This section entails a list of recommended procedures for some types of emergencies. These procedures may be followed in sequence, unless conditions dictate otherwise.

SEVERE STORMS / TORNADO

- During any storm, listen to local news or a NOAA Weather Radio to stay informed about tornado watches and warnings.
- The RA will have designated the safest room in your dorm where residents may gather during a tornado. This should be a lowest floor room, or an interior room with no windows.
- The College prepares for high winds by removing diseased / damaged limbs from trees.
- Watch for tornado danger signs:
 - Dark, often greenish clouds – a phenomenon caused by hail
 - Wall cloud – an isolated lowering of the base of a thunderstorm
 - Cloud of debris
 - Large hail
 - Funnel cloud – a visible rotating extension of the cloud base
 - Roaring noise

ARMED SUSPECTS - ACTIVE SHOOTER

<https://training.fema.gov/IS/courseOverview.aspx?code=IS-907&lang=en>

If you suspect an individual of carrying a weapon on campus, call 911 and/or contact Campus Safety.

An active shooter is an armed individual who has used deadly force and continues to do so with unrestricted access. The incident may be over quickly and can occur anytime and anywhere. It can involve single shooters, multiple shooters, close encounters, distant encounters, random victims, and mobile confrontations. Unfortunately, college campuses are not immune from an active shooter incident. A survival mindset can provide a strong foundation upon which you can base decisions and your course of action. It enables you to act quickly and effectively. It is comprised of three components; awareness, preparation, and rehearsal.

Awareness

Gain a basic understanding of the situation.
Become attuned to your environment.

Preparation

Look at your environment through the lens of survival.

“What if” questions are critical in developing effective response strategies.

Survivors prepare themselves both mentally and emotionally to do whatever it takes to survive.

Rehearsal

Mentally or physically practice of your plan will reduce response time and build confidence.

PREPARED

Prepared

Startle and fear

Feel anxious

Recall what they have learned

Prepare to act as rehearsed

Commit to action

–VS–

UNPREPARED

Unprepared

Startle and fear

Panic

Fall into disbelief

Lost in denial

Descend into helplessness

BOMB THREAT

<https://training.fema.gov/is/courseoverview.aspx?code=IS-906>

Bomb threats on campus shall be handled by the Campus Safety team. The decision to evacuate any Ecclesia property will be made at the time of the incident.

Crisis evacuation location: United Methodist Church parking lot, Elm Springs

Procedures* for handling a bomb threat caller:

If an individual receives a bomb threat call, he/she should immediately record the time the call was received and terminated. The person receiving the telephone call should attempt to gather some of the information listed below.

Determine if the caller is a Male or female?

Ask the caller where the bomb is planted?

Ask the caller when the bomb is going to explode?

Ask the caller where he/she is calling from?

As soon as possible, call 911 or Campus Safety.

Procedure if/when a suspicious package is found:

DO NOT TOUCH OR MOVE THE OBJECT!

Immediately leave the area and call Campus Safety or 911

Advise others in the area to do the same

*Orientation / Training is provided to Receptionists by Campus Safety personnel

FIRE

See section titled **Annual Fire Safety Report**

MEDICAL EMERGENCY

If a serious injury or illness occurs, remain calm and proceed as follows:

Call Campus Safety or call 911 directly. Relay the following:

- Your name.
- Location of the victim.
- Indicate whether or not the victim is conscious and breathing.
- Describe the nature and severity of the medical problem.
- Provide an estimated age and gender of the victim.
- Look for emergency medical ID and give all information to the dispatcher.
- If trained to administer first aid/CPR, do so.

NOTE:

Student Life Staff who are trained on how to administer first aid and CPR are posted in the Safety Office.

SUICIDE

Students, Faculty, and Staff must take all statements or notes about suicidal thoughts seriously. If a person threatens to commit suicide on campus and has the means or a lethal weapon available, the following steps should be taken:

Remain calm and immediately alert Resident Life and/or call 911.

Provide as much information as possible to Resident Life and/or 911 operator (location, your name, name of suicidal person, a call-back phone number, and intended weapon/drug).

Make a mental note of everything the suicidal person says and does.

Do not minimize or challenge the person's threat; take it seriously.

Never promise confidentiality; instead, promise help and privacy.

Retreat if your safety is at risk

If possible, attempt to keep the person calm until Campus Safety and/or the police arrive.

POWER OUTAGE

Notify RD or Physical Plant Director.

Secure any equipment that might present a danger or be damaged while electrical power is off, or when power is restored.

If possible, turn off all equipment to reduce overload and to prevent damage when power is restored.

Remain where you are unless told to evacuate.

Raise window blinds to let in outside light.

If evacuation of the building is ordered, seek out and assist any persons with disabilities.

Leave room light switches in the ON position.

Emergency lighting in stairwells and throughout the common areas will activate.

HAZARDOUS LEAK OR SPILL

Take steps to protect all chemical containers and gas cylinders prior to a violent shake from an earthquake.

Any serious chemical spill should be reported to Facilities Services and Campus Safety immediately.

Depending on the severity of the spill, be prepared to evacuate the building.

Stay upwind and upstream of the spill.

In the event of a large off campus spill, evacuation of the campus may be necessary.

Be prepared to cooperate with traffic control officials.

PREVENTION AND MITIGATION

Daily Activity Report (DAR)

A daily activity report is documented (electronic and/or hard copy by the EC Campus Safety Office. The DAR documents any incidents that have occurred on campus.

Missing Students Policy (Resident Students only)

Responsible Person: Resident Director

If a staff member is informed that a student has been missing, the RD will check with resident life staff to see if they have information, if not the RD will attempt to contact the student, his/her roommate, and the emergency contact person on file with the director of student life. If the student is not located after 24 hours, the local law enforcement will be called.

If the student is determined missing by local law enforcement, the College will notify and continue interaction with the student's emergency contact person.

The enrolling students will be advised that their contact information will be registered confidentially, that this information will be accessible only to authorized campus personnel, and that it may not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation. This information will also be handled consistent with the College's FERPA policy each student agrees to each term of enrollment.

The College will advise students under the age of 18 years of age and not emancipated that it must notify a custodial parent or guardian within 24 hours of the determination that the student is missing, in addition to notifying any additional contact person designated by the student.

The College will advise students that the College will notify the local law enforcement agency within 24 hours of the determination that the student is missing, unless the local law enforcement agency was the entity that made the determination that the student is missing.

Room Checks

At the beginning of each year, the resident life staff talks with resident students about room furniture setup to ensure the room is safe in case of a fire or storm. Following the safety meetings, the RAs conduct periodic room safety checks.

Safety and Training

Each August or September, all faculty, staff, and students will be instructed in the Crisis Management Plan, including any updates in procedures or contact information. Additionally, the student life staff will conduct periodic fire drills with students.

SECURITY OF AND ACCESS TO CAMPUS FACILITIES

ACCESS POLICY

During business hours, the College (excluding certain housing and student facilities) will be open to students, parents, employees, contractors, guests, and invitees. During non-business hours access to all College facilities is by key, if issued, or by admittance via the Residence staff. In the case of periods of extended closing, the College will admit only those with prior written approval to all facilities.

Residence hall student rooms are secured 24 hours a day. Over extended breaks, the doors of all halls will be secured around the clock. Some facilities may have individual hours, which may vary at different times of the year. Emergencies may necessitate changes or alterations to any posted schedules.

Example:

Security for meetings in Wallace Auditorium

To establish minimum access for a violent attacker, all exterior doors to Wallace Auditorium are to be locked during assemblies and other specially called events for large group gatherings. This will limit access from the exterior. All doors can act as exit during and after a meeting or during an emergency.

Once meeting starts, access will be through foyer exterior door, and then foyer interior doorway to auditorium.

PHASES OF RESPONSE

Initial

The first response in any situation should always have the safety of the students and the college community in mind. Any college employee is able to make a judgment about when and if to call the proper authorities. Contact 9-1-1 or your supervisor as soon as possible before a situation gets out of control. Remember, dealing with an initial small incident is much better than ignoring a situation until it becomes serious. Inform your department head ASAP.

Action

After being contacted, the department head(s) and the Crisis Management Team (CMT) will assign a category (critical incident, crisis, or disaster) to the situation and decide upon a plan of action.

Resolution

Following the emergency, the department head(s) will submit a report to the full CMT. A decision will be made by the CMT regarding what further action needs to be taken to follow-up the situation.

The College (CMT) uses the following process to: confirm that there is a significant emergency or dangerous situation, determine appropriate segment(s) of campus community to receive a notification, determine the content of the notification, and initiate the notification system.

The College will (without delay and taking into account the safety of the community) determine the content of the notification system, unless issuing a notification will, in the professional judgement of responsible authorities, compromise efforts to assist a victim or to contain, to respond to, or otherwise mitigate the emergency.

The College tests the emergency response and evacuation procedures on at least an annual basis, including: tests that may be announced or unannounced, publicizing its emergency response and evacuation procedures in conjunction with at least one test per calendar year, documenting, for each test, a description of the exercise, the date, time, and whether it was announced or unannounced.

LEVELS OF EMERGENCIES

Following the Initial Stage of response, the CMT will identify the incident as one of the following:

Critical Incident: A critical incident is an event that causes disruption to part of the campus community such as a medical emergency (choking, asthma attack) or an accident or incident away from campus (car accident, student off-campus arrest).

Stage 1 This is a critical incident which only affects one department. It can be handled by the head of that department without involving the full Crisis Management Team. The department head should inform the rest of the Crisis Management Team via Incident Report ASAP. The department head should handle this situation and submit a report summarizing the incident, the action taken, and the continuing ramifications within 24 hours of the incident (see Incident Report).

Stage 2 This is a significant critical incident that involves multiple departments. All members of the CMT should be notified ASAP. The heads of each affected department will be contacted along with the president of the college. The department heads, along with the president, will assess the situation together and decide on a plan of action. Within 24 hours, a report will be made to the full Crisis Management Team regarding the incident, actions taken, and the continuing ramifications.

Crisis: A crisis is an unexpected event that disrupts the entire institution such as a health/safety emergency (fire, flooding, chemical spill, suicide, epidemic) or a criminal incident (intruder on campus, sexual assault).

Stage 3 This is a serious crisis that affects the entire college campus. After contacting emergency personnel and handling the initial stage of the crisis to ensure the safety of the campus, the CMT should be notified ASAP. Upon notification, the entire CMT will meet together to assess the situation and decide upon an action plan. Following the incident, the president will assign one of the team members to write a crisis report to be submitted to the CMT at an official meeting.

Disaster: A disaster is an unexpected event that disrupts normal operations of not only the institution but the surrounding community as well, such as a natural disaster (severe tornado, airline crash in the near vicinity of the campus)

Stage 4 This is a regional or national emergency that affects the college campus but also the surrounding community. All employees of the college should act to ensure safety of the students and employees; the entire CMT will be notified ASAP. Upon notification, the CMT will meet together to assess the situation and decide upon an action plan. Following the incident, the team will construct a crisis report.

GENERAL EMERGENCY PROCEDURES

Responsible Entity: CMT

These procedures are those the College will use to immediately notify the campus community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus.

Alarms/Announcements: Some buildings are equipped with a fire alarm system to alert students of a smoke/fire emergency. The college utilizes a variety of communication methods to relay announcements to the students, including email blasts, text messaging, Populi announcements, face to face announcements after assembly, Facebook, and alerts posted on the college website. The college will utilize the most appropriate communication method for the emergency being faced at that time – if you receive an emergency message, follow the instructions immediately.

Building Evacuation: If a building needs to be evacuated, all individuals need to follow the evacuation plan posted in each building or residential room. Essentially, all individuals need to move quickly and safely to their evacuation site. If the building needs to remain vacant for an extended amount of time, the Crisis Management Team (CMT) will decide upon a long term relocation plan.

Campus Evacuation: In the event that the campus (or an individual building) needs to be evacuated, all evacuees need to move immediately to the primary evacuation location: **Administration Building “Dome” Parking Lot** (see map following). If this primary location is unsafe, individuals will be directed to a secondary location by a college staff member.

Employee Injury: In the event that an employee of the college (including a student employee) gets injured, he or she needs to go to the nearest medical clinic covered by his/her insurance. If this injury is an emergency, call 9-1-1. Addresses of local hospitals are found at the end of this document.

First Aid and Emergency Kits: Each residential hall has a First Aid Kit located in the RAs' rooms; additional emergency/safety supplies can be found in the Campus Safety Office . These kits are updated annually and checked regularly; they include a limited amount of bottled water and non-perishable foods. They also each have an updated Crisis Management Plan with contact phone numbers. Certain student life staff members are trained in CPR and First Aid. Students, faculty, and staff are encouraged to keep their own personal first aid and emergency kit supplies in their dorm rooms or offices.

Lockdown: In case of building and/or campus lock-down, each building will be contacted using cell phones or another appropriate communication method.

The college uses the ALICE system: Alert, Lockdown, Inform, Counter, and Evacuate.

Media Interaction: Only the president (or an authorized appointee) can communicate with the media.

CAMPUS SAFETY

REPORTING CRIME OR EMERGENCY ON CAMPUS

College community members, students, faculty, staff and guests are encouraged to report all crimes and public safety related incidents to police in a timely manner.

TO REPORT A CRIME:

Contact Springdale Police 479-756-8200 (non-emergencies), dial 9-1-1 (emergencies only). Any suspicious activity or person seen in the parking lots or loitering around vehicles, inside buildings or around the Resident Halls should be reported to the police department. In addition you may want to report a crime to the following areas:

1. Dean of Students	479-248-7236 ext. 232
2. Resident Director	479-366-9075

CAMPUS SECURITY PERSONNEL

While Ecclesia College does not maintain a campus police department or security service, campus is regularly monitored by local police and sheriff authorities. Additionally members of Ecclesia's faculty and staff, along with students are strongly encouraged to report any suspicious activities and to be aware of campus security.

CONFIDENTIAL REPORTING PROCEDURES

If you are the victim of a crime and do not want to pursue action within the Campus System or the criminal justice system, you may still want to consider making a confidential report. With your permission, the Dean of Students or a designee can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the College can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution.

GENERAL PROCEDURES FOR REPORTING A CRIME OR EMERGENCY

Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety related incidents to the Student Development office in a timely manner.

Note: As a result of the negotiated rulemaking process which followed the signing into law, the 1998 amendments to 20 U.S.C. Section 1092 (f), clarification was given to those considered to be campus safety authorities. Campus "Pastoral Counselors" and Campus "Professional Counselors", when acting as such, are not considered to be a campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are encouraged, if and

when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

The rulemaking committee defines counselors as:

PASTORAL COUNSELOR

An employee of an institution, who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.

PROFESSIONAL COUNSELOR

An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution's community and who is functioning within the scope of his or her license or certification.

SAFETY AWARENESS PROGRAMS

During orientation in September students are informed of services offered by Ecclesia College and local police. Presentations outline ways to maintain personal safety and residence hall safety. Students are told about crime on-campus and in surrounding neighborhoods. Similar information is presented to new employees. A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others. When time is of the essence, information is released to the college y community through alerts posted prominently throughout campus, through computer memos sent over the college's electronic mail system.

SUBSTANCE ABUSE EDUCATION

- **Alcohol Policy**

Alcohol use is prohibited by any EC enrolled student. Essentially alcohol related infractions fall under different categories:

1. Underage drinking (on or off campus)
2. Drinking by any EC enrolled student (on or off campus)
3. Drinking to Excess (Drunkenness)
4. Providing or offering alcohol to underage individuals.
5. Creating a tempting environment where students feel pressured to drink.
6. Driving after Drinking

If you feel like alcohol is a personal area of weakness, you should speak with a member of the student life staff to establish a plan of accountability and assistance.

- **Illegal Drugs**

Ecclesia College is a drug-free campus, and therefore prohibits the use of illegal drugs anywhere at any time, especially on the campus and at any college-related function. Possession, distribution, or use of non-medicinal or illegal drugs is not allowed at any time. If a student is caught in possession of illegal drugs or paraphernalia, they will be disciplined according to the college's discipline program; additionally, he/she may be referred to local law enforcement for the applicable legal sanctions.

- **Health Risks of Drug & Alcohol Usage**

Alcohol Abuse — When excessive amounts of alcohol are consumed in a short amount of time (binge drinking), the brain is deprived of oxygen and will eventually cause the brain to shut down the voluntary functions that regulate breathing and heart rate. Excessive drinking can lead to alcohol poisoning which may cause the following ...

- Vomiting
- Unconsciousness and eventual death
- Cold, clammy, pale, or bluish skin
- Slow or irregular breathing

Source: www.elks.org/drugs

Marijuana — a green, brown, or gray mixture of dried, shredded leaves, stems, seeds of the hemp plant usually smoked as a cigarette. It causes mental and physical impairments including ...

- Memory, attention, and learning loss
- Respiratory infections
- Increased heart rate
- Anxiety and panic attacks

Source: www.dea.gov

Methamphetamine — a white, odorless, crystalline powder that can be smoked, snorted, injected, or orally ingested. It causes primarily psychotic behavior and brain damage, including ...

- Addiction
- Violent behavior
- Anxiety, confusion, insomnia, auditory hallucinations, mood disturbances, delusions, and paranoia
- Brain damage similar to Alzheimer's disease, stroke, and epilepsy

Source: www.dea.gov

Steroids — a prescription drug that is either injected or orally ingested including the common names of Anadrol, Oxandrin, Dianabol, Winstrol, Durabolin, and Depo-Testosterone. The health risks are both mental and physical, including ...

- Acne, breast development, baldness in men
- Facial hair, deepened voice, menstrual irregularities in women
- Increased irritability, aggression, mood swings, fatigue, restlessness, loss of appetite, insomnia, reduced sex drive, and depression
- Liver cancer, heart attacks, and high cholesterol

Source: www.elks.org/drugs & www.dea.gov

If you are struggling with the effects of alcohol or drug abuse or are addicted to any of the above (or other substances), contact the dean of student life for information on treatment centers and counseling.

CRIMINAL ACTIVITY OFF CAMPUS

When an Ecclesia student is involved in an off-campus offense, Ecclesia College will act in cooperation with local, state, or federal law enforcement. Ecclesia College operates no off-campus housing or off-campus student organization facilities. However, some students live in the surrounding neighborhoods and communities.

SEX OFFENSES

This section addresses the College's program to prevent dating violence, domestic violence, sexual assault, and stalking. This prevention and awareness programs for all students and employees include:

- A statement that the College prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking
- The definition of dating violence, domestic violence, and stalking
- The definition of consent, in reference to sexual activity
- A description of safe and positive options for by-stander intervention
- Information for risk reduction, and other required information

SEXUAL ASSAULT PREVENTION AND RESPONSE

The College educates the student community about sexual assaults and date rape through required orientations each year. The Police Department offers sexual assault education and information programs to College students and employees upon request.

If you are a victim of a sexual assault at this institution, your first priority should be to get to a place of safety.

You should then obtain necessary medical treatment. Ecclesia strongly advocates that a victim of sexual assault report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to local police and/or to a Housing and Residential Director. Filing a report with the Student Development Office will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from officers. Filing a report will:

- ensure that a victim of sexual assault receives the necessary medical treatment and tests, at no expense to the victim
- provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam)
- assure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

When a sexual assault victim contacts the Police Department, the victim of a sexual assault may choose for the investigation to be pursued through the criminal justice system and the campus disciplinary system, or only the latter. A College representative from Student Development will guide the victim through the available options and support the victim in his or her decision. Various counseling options are available from the College.

Campus disciplinary proceedings, as well as special guidelines for cases involving sexual misconduct, are also detailed in the Student Handbook. The Handbook provides, in part, that the accused and the victim will each be allowed to choose one person who has had no formal legal training to accompany them throughout the hearing. Both the victim and accused will be informed of the outcome of the hearing. A student found guilty of violating the campus sexual misconduct policy could be criminally prosecuted in the state courts and may be suspended or expelled from the College for the first offense. Student victims have the option to change their academic and/or on-campus living situations after an alleged sexual assault, if such changes are reasonably available.

POLICIES & PROCEDURES

Sexual Assault, Dating & Domestic Violence, Stalking & Harassment Policy

The College is committed to the preservation of human dignity, and is particularly concerned about the possibility of harassment, whether sexual, racial, ethnic, or any other type. This applies to all members of the EC community including but not limited to students, employees, and third parties. Harassment in any form - verbal, physical, or visual - is strictly against College policy and will result in immediate disciplinary action. Harassment of any type is strictly prohibited. It is a violation of state and local law and College regulations to commit a sexual assault (including rape).

The full policy can also be found in the [Student Handbook](#).

REPORTING AN OFFENSE

If a sex offense, domestic violence, dating violence, sexual assault, or stalking has occurred there are several options:

Emergency Response:

Contact your local crisis center.

Northwest Arkansas Area – [NWA Center for Sexual Assault](#) 24/7 Hotline: 1-800-794-4175. This is an advocacy agency that offers free services (including a sexual assault forensic medical exam) at all hours. **This option is highly suggested.**

Contact police (from the area where the assault happened).

Go to a primary care physician. If the assault happened in the past, you can follow up with a primary care physician.

Campus Reporting:

Contact the Dean of Students: Liz Newlun, 479-248-7236; newlun@ecollege.edu

Contact Campus Safety facilitator, at 479-248-7236 or, to report anonymously, fill out the Incident Report Form located on Populi Shared files.

When a student or employee reports to the College that the student or employee has been a victim of dating violence, sexual assault, or stalking, whether the offense occurred on or off campus, the College will provide the student or employee a written explanation of the student's or employee's rights and options.

Protective Measures:

The reporting party may request and may receive protective measures such as changes in academic, living, transportation, and working situations, if such accommodations are reasonably available regardless of whether the incident is reported to campus safety or local law enforcement. These may include, but are not limited to, providing an escort between classes, moving residence halls, providing academic services, and changing work positions or time schedules. If a reporting party feels the need for a legal protective order, please see this link for instructions on how to do so: <http://www.arlegalservices.org/node/804/fact-sheets>. Once there, scroll down to "Order of Protection Packet." The reporting party can also contact Campus Safety staff for assistance.

RETALIATION:

The College will ensure that the college, an officer, employee, or agent of the college, does not retaliate, intimidate, threaten, coerce, or otherwise discriminate against any individual for exercising their rights or responsibilities under any provision outlines in 34 CFR 668.46.

Under Title IX, only the institution's conduct toward any party qualifies as retaliation. The institution will not only take steps to prevent retaliation on its part toward any party but will also take strong responsive action if it occurs. Retaliation against an individual for reporting harassment or discrimination or for participating in an investigation of a claim of harassment or discrimination is a serious violation of this policy. Acts of retaliation should be reported immediately to one of the Campus Safety staff and will be promptly investigated and addressed.

ADVERSE OR THREATENING ACTIONS BY RESPONDENT OR THIRD PARTY

Behavior which is deemed to be harassment, intimidation, or threats by other parties is not considered retaliation under Title IX but is still serious. When needed, the institution will assist any party in attaining protective measures, no contact orders, restraining orders, or similar lawful orders. Furthermore, if any party experiences adverse or threatening behavior from other students or third parties, it could be the basis of another Title IX complaint or College disciplinary action. If you are experiencing adverse or threatening behavior because of a Title IX complaint, contact one of the Campus Safety staff with documents, recordings, emails, calls, or any information related to the behavior.

UNDERSTANDING CONSENT

Conduct of a sexual nature is unwelcome or nonconsensual if it is offensive or not requested or invited. Silence, acquiescence, or failure to complain prior to or during the conduct does not imply that the conduct is welcome or consensual. Coercing someone into sexual activity violates this policy in the same way as physically forcing someone into sex. Coercion happens when someone is pressured unreasonably for sex. When alcohol or other drugs are being used, a person will be considered unable to give valid consent if they cannot fully understand the details of a sexual interaction (who, what, when, where, why or how) because they lack the capacity to reasonably understand the situation. Individuals who consent to sex must be able to understand what they are doing.

DEFINITIONS:

Harassment includes, but is not limited to: slurs, threats, derogatory comments, unwelcome jokes, teasing or sexual advances that create an intimidating, hostile or offensive environment, unreasonably interferes with an individual's performance or otherwise negatively affects an individual's opportunities.

Sexual assault is attempted or unwanted sexual activity, including rape. (See consent section.)

Domestic violence includes offenses committed by someone the victim is or has been married to or cohabitated with, or person similarly situated (i.e. roommate, sibling, etc.).

Dating violence is violence by a person who has been in a romantic or intimate relationship with the victim.

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

Exploitation occurs when an individual takes sexual advantage of another person for his/her own or others' benefit.

NOTICE OF NONDISCRIMINATION OR NONRETALIATION

The law and the policies of Ecclesia College prohibit disparate treatment on the basis of sex or any other protected characteristic, with regard to terms, conditions, privileges and perquisites of attendance. The prohibitions against harassment and retaliation are intended to complement and further those policies, not to form the basis of an exception to them.

The prohibited sex discrimination covers sexual harassment, sexual violence, domestic violence, dating violence, sexual assault, and stalking (see definitions below). Inquiries concerning the application of non-discrimination, Violence Against Women Act and the Campus Crime Act may be referred to the Dean of Students, Liz Newlun, at

lnewlun@ecollege.edu. Complaints may also be reported in person at 9653 Nations Drive, Springdale, AR or by calling 479-248-7236.

The College will provide written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the college and in the community.

The College will provide written notification to victims about options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures. The College will make such accommodations or provide such measures if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to the CST or local law enforcement.

VIOLENCE AGAINST WOMEN ACT:

PROCEDURES VICTIMS SHOULD FOLLOW IF SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE OR STALKING HAS OCCURRED

1. Immediate Safety and Support/Importance of Preserving Evidence

- Go to a safe place – a friend’s room or house or anywhere you will feel safe
- Call someone you trust. No matter how late it is, you shouldn’t be alone.
- If safety is an immediate concern - call 911.

2. **Pursue medical treatment.** Any individual who may be experiencing or has experienced sexual misconduct, domestic violence, dating violence, stalking or related retaliation is encouraged to immediately seek any necessary medical care and to seek help from law enforcement and/or medical personnel, even if the individual is uncertain about whether to ultimately pursue a complaint or criminal charges, or to seek a protective order. Local emergency rooms can perform post-assault medical care. Most hospitals have specialized examiners who complete exams for victims of sexual violence. These exams can help victims receive appropriate medical assessment and treatment, and can preserve evidence for possible future action.

3. **Preserve evidence.** It is important for individuals to preserve all possible evidence in case they decide at some point to make a criminal complaint or to seek a protective order. Therefore, if at all possible, refrain from changing clothes, showering or otherwise changing the physical state after an incident, until after consulting with medical personnel about how to best preserve evidence. Also keep copies of emails, text messages, and voice messages that may have some bearing on the incident(s).

Making a Report on Campus

Any College faculty member or staff member who has reasonable cause to believe that sexual misconduct, domestic violence, dating violence, stalking and/or related retaliation has occurred or is occurring should report this information to the immediate attention of the Dean of Students or the Resident Director. Reports also may be made to the Campus Security Team Coordinator. Ecclesia College will coordinate its response to the report with other officials, as appropriate and, if necessary, law enforcement, to intervene at the earliest practical point to stop the behavior and coordinate services to the complainant.

Services and Accommodations

These may include but are not limited to:

- No Contact Orders restricting encounters and communications between the parties;
- Academic accommodations, including but not limited to deadline extensions, incompletes, course changes or late drops, or other arrangements as appropriate;
- Residential accommodations, including but not limited to arranging for new housing, or providing temporary housing options, as appropriate;
- Changing working arrangements or providing other employment accommodations, as appropriate;
- Assisting the individual in accessing support services, including, as available, academic support, counseling, disability, or mental health services,
- Informing the individual of the right to report a crime to local law enforcement

Ecclesia College personnel will identify appropriate options and work with complainants to determine whether these services or accommodations are reasonably available and necessary in a particular case. Ecclesia College encourages individuals to report incidents of sexual misconduct, domestic violence, dating violence, stalking and related retaliation so that they can get the support they need, and so that Ecclesia College can respond appropriately. Although strict confidentiality may therefore not be guaranteed for non-confidential employees, in all cases Ecclesia College will handle information in a sensitive manner and will endeavor to protect the privacy of individuals to the extent it can do so consistent with its obligations to respond to reports of sexual misconduct, domestic violence, dating violence, stalking and/or related retaliation.

Reporting to Law Enforcement

In addition, any student, employee or covered third party may and should also pursue criminal charges with local, state, or federal law enforcement agencies. Ecclesia College will offer and upon request provide assistance to students, employees and covered third parties in contacting law enforcement agencies. These options are available regardless of whether an individual chooses to file a complaint with Ecclesia College. Although the college strongly encourages all members of its community to report violations of this policy to law enforcement, it is the victim's choice whether or not to make such a report and victims have the right to decline involvement with the police.

Ecclesia College prohibits retaliation against individuals who file a complaint or who participate in the complaint process. Retaliation is regarded as a basis for separate complaint and can lead to further review and disciplinary action.

SEX OFFENDER REGISTRATION

In accordance to the "Campus Sex Crimes Prevention Act" of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, Ecclesia College will provide a link to the Arkansas State Police Sex Offender Registry. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement 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 of each institution of higher education in that State at which the person is employed, carries a vocation, or is a student. **Unlawful use of the information for purposes of intimidating or harassing another is prohibited and willful violation shall be punishable as a Class 1 misdemeanor.**

SEX OFFENSES DEFINITIONS FROM THE NATIONAL INCIDENT-BASED REPORTING SYSTEM EDITION OF THE UNIFORM CRIME REPORTING PROGRAM

SEX OFFENSES-FORCIBLE

Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

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

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

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

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

SEX OFFENSES-NONFORCIBLE. UNLAWFUL, NONFORCIBLE SEXUAL INTERCOURSE.

A. Incest – Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

B. Statutory Rape – Non-forcible sexual intercourse with a person who is under the statutory age of consent.

Source: Federal Register, April 29, 1994, Vol. 59, No. 82; Federal Register, November 1, 1999, Vol. 64, No. 210.

ANNUAL SECURITY REPORT

A copy of Ecclesia College's Annual Security Report is available upon request from the Student Development Office. This report includes statistics for the previous three years concerning reported crimes that occurred on-campus; in certain off-campus buildings or property owned or controlled by Ecclesia; and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes institutional policies concerning campus security, such as policies concerning sexual assault, and other matters. You can obtain a copy of this report by contacting Student Development or by accessing the following web site www.ecollege.edu.

TIMELY WARNINGS & EMERGENCY NOTIFICATION

In the event that a situation arises, either on or off campus, that, in the judgment of the Student Development Office, constitutes an ongoing or continuing threat, a campus wide "timely warning" will be issued. The warning will be issued through the college e-mail system to students, faculty, and staff.

Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the Office of Public Safety may also post a notice on the electronic bulletin board on the campus student system providing the university community with more immediate notification. In such instances, a copy of the notice is posted in each residence hall, at the front door of each on-campus fraternity and sorority house, and in the Center for Off-Campus Living. The electronic bulletin board is immediately accessible via computer by all faculty, staff and students.

Anyone with information warranting a timely warning should report the circumstances to the CMT Coordinator or Student Development office, by phone (479-248-7236) or in person. Additional responsible parties include the Resident Director and Resident Assistants.

Time warnings or emergency notifications as situations dictate include:

Arrests and referrals for disciplinary actions, including: arrests for liquor law violations, drug law violations, and illegal weapons possessions.

Arrests and referrals for disciplinary actions, including: persons not including in 34 CFR 668.46c1iA who are referred to campus disciplinary action for liquor law violations, drug law violations, and illegal weapons possession.

Hate crimes, including: the number of each type of crime in 34CFR 668.46c1i that determined to be hate crimes. The following crimes are determined to be hate crimes: larceny-theft, simple assault, intimidation, and destruction / damage / vandalism of property. Dating violence, domestic violence, and stalking are defined in 34 CFR 668.46a.

Crimes that are reported to CMT as defined under the College's statement of current campus policies pursuant to 34CFR 668.46b2 or local police agencies.

Crimes that are considered by the College to represent a threat to students and employees.

The College is not required to provide a timely warning with respect to crimes reported to a pastoral or professional counselor.

If there is an immediate threat to the health or safety of students or employees occurring on campus, the College will follow its emergency notification procedures. If and as the College follows its emergency notification procedures, the College is not required to issue a timely warning based on the same circumstances; however, the College must provide adequate follow-up information to the community as needed.

CRIME LOG

The Student Development Office maintains a daily crime log which is available upon request. The Crime Log lists the date, nature, time, locations, and disposition of the complaint for all reported crimes on campus.

The College will make an entry or an addition to an entry to the log within two business days of the report of the information to the CMT, unless that disclosure is prohibited by law or would jeopardize the confidentiality of the victim.

The College may withhold information if there is clear and convincing evidence that the release of the information would: jeopardize an ongoing criminal investigation or the safety of an individual, cause a suspect to flee or evade detection, or result in the destruction of evidence.

The College will disclose any information withheld once the adverse effect described above is no longer likely to occur. The College may withhold only that information that would cause the adverse effects described above.

The College will make the crime log for the most recent 60-day period open to the public inspection during normal business hours. The College must make any portion of the log older than 60 days available within two business days of a request for public inspection.

LOCAL CRIME STATISTICS (668.46C)

Periodically throughout the year the Student Development Office will request statistical data of crime in the area from the local police and county sheriff authorities. A record of these statistics will be maintained and are available upon request.

Primary Crimes include: Criminal homicide, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, and/or arson.

Arrests and referrals for disciplinary actions, including: arrests for liquor law violations, drug law violations, and illegal weapons possessions.

Arrests and referrals for disciplinary actions, including: persons not including in 34 CFR 668.46c1iA who are referred to campus disciplinary action for liquor law violations, drug law violations, and illegal weapons possession.

Hate crimes, including: the number of each type of crime in 34CFR 668.46c1i that determined to be hate crimes. The following crimes are determined to be hate crimes: larceny-theft, simple assault, intimidation, and destruction / damage / vandalism of property. Dating violence, domestic violence, and stalking are defined in 34 CFR 668.46a.

RECORDING CRIMES

The College will include in its crime statistics all crimes listed in 34 CFR 668.46c1 occurring on or within its Clery geography that are reported to the CST for the purposes of Clery Act reporting. Clery Act reporting does not require initiating an investigation or disclosing personally identifying information about the victim.

The College will not withhold, or subsequently remove, a reported crime from its crime statistics based on a decision by a court, coroner, jury, prosecutor, or similar non-campus official.

The College may withhold, or subsequently remove, a reported crime from its crime statistics in the rare situation where sworn or commissioned law enforcement personnel have fully investigated the reported crime and, based on the results of this full investigation and evidence, have made a formal determination that the crime report is false or baseless and therefore “unfounded.” Only sworn or commissioned law enforcement personnel may “unfound” a crime report for purposes of reporting under this section. The recovery of stolen property, the low value of stolen property, the refusal of the victim to cooperate with the prosecution, and the failure to make an arrest do not “unfound” a crime report.

The College will report to the USDE and disclose in its annual security report statistics including the total number of crime reports that were “unfounded” and subsequently withheld from its crime statistics during each of the three most recent calendar years.

The College must record crime statistics for the calendar year in which the crime was reported to the local police agencies or to the CST.

When recording crimes of stalking by calendar year, the College will follow the requirements in 34 CFR 668.46c6.

For each hate crime recorded, the College will identify the category of bias that motivated the crime. The categories of bias include the victim's actual or perceived: Race, gender, gender identity, religion, sexual orientation, ethnicity, national origin, or disability.

The College will specify whether each of the crimes recorded occurred: on campus, in or on a non-campus building or property, or on public property.

The College will identify, of the crimes that occurred on campus, the number that took place in dormitories or other residential facilities for students on campus.

When recording stalking by location, the College will follow the requirements in 34 CFR 668.46c6.

When recording reports of stalking that include activities in more than one calendar year, the College will record crime statistics for each year in which the course of conduct is reported to a local police agency or to the CST. The College will record each report of stalking as occurring at only the first locations within the college's Clery geography in which: a perpetrator engaged in the stalking course of conduct, or a victim first became aware of the stalking.

The statistics required under 34 CFR 668.46c do not include the identification of the victim or the person accused of committing the crime. The College is not required to report statistics for crimes reported to a pastoral or professional counselor.

Using the FBI's UCR Program and the Hierarchy Rule

The College must compile the crime statistics for murder and non-negligent manslaughter, negligent manslaughter, rape, robbery, aggravated assault, burglary, motor vehicle theft, arson, liquor law violations, drug law violations, and the illegal weapons possessions.

The College must compile the crime statistics for fondling, incest, and statutory rape. The College must compile the crime statistics for the hate crimes of larceny-theft, simple assault, intimidation, and destruction / damage / vandalism of property. The College must compile the crime statistics for dating violence, domestic violence, and stalking.

In counting crimes when more than one offense was committed during a single incident, the College must conform to the requirements of the Hierarchy Rule in the SRS User Manual. If arson is committed, the College must always record the arson in its statistics, regardless of whether or not it occurs in the same incident as another crime. If rape, fondling, incest, or statutory rape occurs in the same incident as a murder, the College must record both the sex offense and the murder in its statistics.

In complying with the crime statistical reporting requirements, the College will make a reasonable, good faith effort to obtain statistics for crimes that occurred on or within the college's clearly geography and may rely on the information supplied by a local or State police agency. If the College makes such a reasonable, good faith effort, it is not responsible for the failure of the local or State policy agency to supply the required statistics.

ANNUAL REPORT TO THE U.S. DEPARTMENT OF EDUCATION

By the October 1 deadline, the Student Development Office will submit a report via the Department's web-based data collection program. The college submits the crime statistics portion of the annual security report via the ED Web site by the required deadline established each year.

INCIDENT REPORT FORM

CLERY INCIDENT REPORT FORM

CAMPUS SAFETY TEAM

ECCLESIA COLLEGE

One purpose of CLERY is to encourage reporting and the accurate collection of campus crime statistics to promote crime awareness and to enhance campus safety through reliable statistical records. The purpose of this report form is to provide a uniform procedure for documenting the *What, When, Where* of certain reportable crimes and/or non-criminal hate motivated incidents that have occurred within one of the four reporting locations and which have been reported to a Campus Safety staff (CS) other than the Springdale Police Department. **Data collected on this form is to be used to increase public safety, not to identify the victim. Therefore, no personal identifying information shall be included on this form.**

It is the policy of Ecclesia College (EC) to encourage victims and/or witnesses to crime(s) to report such crimes to the police and/or to a designated Campus Safety staff. For the purposes of CLERY, CS staff are required to document certain reportable crimes and non-criminal hate motivated incidents which have been reported to them and which have occurred in the following locations:

- 1) **On-campus property:** Offense statistics for any building or property owned or controlled by the college within the same reasonably contiguous geographic area and used by the college in direct support of, or in a manner related to, the college's educational purpose, including buildings or property the location described herein that is owned by the college but controlled by another person and which is frequently used by students.
- 2) **On-campus residential life buildings**
- 3) **Non-campus property:** Offense statistics for non-campus property or building owned or controlled by the college that is frequently used by students and is not within the same reasonably contiguous geographic area of the institution, or any building/property that is owned or controlled by a student organization that is officially recognized by the institution.
- 4) **Public property:** Offense statistics for public property located immediately adjacent to and accessible from campus, including: thoroughfares, sidewalks, streets, lands, parks and beaches.

For CLERY purposes, the student status (yes/no) of the offender or the victim is not a relevant fact as to whether or not this report form is to be completed. If a violation of one of the 14 highlighted offenses occurs, documentation is required.

CLERY documentation is not satisfied by simply directing/referring the reporting party to the Springdale Police department. In order for EC to satisfy the statistical reporting requirements of the Clery Act, all CS staff are required to complete this form when certain any of the specified offenses listed below are reported to them. Nonetheless, a person reporting a crime shall also be encouraged to report the crime to the Springdale Police Department.

Name of CSA receiving report: _____ Department: _____

Date reported: _____ Time reported: _____

Date of incident: _____ Time of incident: _____

Location: () On-campus () Public Property
() Off-campus residence locations () Non-campus property () Unknown
() Other _____

Reporting party: () Victim () Witness () Other _____

Police report filed: () Yes Date filed: _____ MCC PD Report # _____
() No () Unknown

() Murder () Manslaughter () Stalking
() Drug/narcotic violations () Arson () Aggravated assault
() Sex offense (forcible) () Domestic Violence () Robbery
() Sex offense (non-forcible) () Weapons violation () Burglary
() Dating Violence () Motor vehicle theft () Alcohol violation

() **Hate crime (type) Any of the above offenses or crimes of:**

Bodily injury ___ Vandalism ___ Assault ___
Theft ___ Intimidation ___ Other ___

() **Hate incident (non-criminal incident)**

Category of Prejudice: () Ethnicity () Race () Religion
() Sexual orientation () Disability National origin
() Gender () Gender identity

Description of offender: Gender _____ Age _____ Height _____ Weight _____

Hair color _____

EC affiliation () Yes () No () Unknown
() Student () Faculty () Staff

Name* _____ Address* _____

*optional

Description of crime or incident: _____

Sex offense, Domestic violence, Dating violence and Stalking: These offenses are of special concern to the campus community because they have been historically under reported. The victims of these offenses typically desire confidentiality and anonymity; as a result, he/she will often seek a reporting source other than law enforcement such as a designated Campus Security Authority. Because the offender may continue to pose a threat to the community, the threat potential needs to be evaluated and the campus community alerted/warned as necessary. In this regard, the following additional information is requested.

- Known offender (friend, classmate, acquaintance, date, etc.)
- EC affiliated student staff faculty
- Unknown offender (stranger)

- Victim was not injured (excluding emotional/psychological trauma)
- Victim was injured – describe injuries:

- Alcohol involved: Offender Victim
- Drugs involved: Offender Victim
- Narcotics involved: Offender Victim
- Weapon involved: Yes No

Describe weapon: _____

Additional information: _____

CLERY INCIDENT REPORT FORM

CAMPUS SAFETY TEAM

ECCLESIA COLLEGE

Definitions

Murder

The willful (non-negligent) killing of a human being by another

Manslaughter

The killing of another person through gross negligence

Sex offense (forcible)

Any sexual act directed against another person without the other person's consent (includes attempts)

- a. Sexual intercourse (penetration-however slight)
- b. Sodomy (penetration, however slight)
- c. Oral copulation (vaginal, anal)
- d. Rape with a foreign object (penetration vaginal or anal-however slight)
- e. Sexual battery (the touching of the intimate parts [sexual organ, anus, groin, or buttocks of any person, or the breast of a female] of another person for the purpose of sexual gratification)

Sex offense (non-forcible)

Any unlawful, but consensual sex act with another person (includes attempts)

- a. Incest (sexual intercourse between persons who are related to one another within the degrees wherein marriage is prohibited)
- b. Statutory rape (intercourse with a person who is under the age of consent-18 years)

Robbery

The taking of personal property in the possession of another, from his/her immediate presence, and against his/her will, accomplished by means of force or fear (includes attempts)

Aggravated assault

An unlawful assault upon the person of another for the purpose of inflicting severe or aggravated bodily injury (includes attempts and whether or not an injury occurred)

Burglary

The unlawful entry (or attempt to enter) into a defined structure with the intent to commit a theft or any felony (excludes vehicle burglary)

Motor vehicle theft

The taking of a motor vehicle (as defined) without the consent of the owner with the intent to either permanently or temporarily deprive the owner of the vehicle (includes attempts)

Arson

The willful or malicious burning or attempt to burn (w/o the intent to defraud) a dwelling, house, public building, motor vehicle or aircraft, or personal property of another (includes attempts)

Drug/narcotic violations

The unlawful possession, sale, use, transportation, cultivation, manufacturing, maintaining an unlawful place (drug/narcotic violations referred for campus disciplinary action under the student conduct code need not be reported to the police department)

Alcohol violations

The unlawful possession, sale, transportation, manufacturing, furnishing alcohol to a minor (under 21 years), or maintaining an unlawful drinking place

Weapons violation

The unlawful possession or control of any firearm, deadly weapon (including nunchakus or billy club), illegal knife or explosive device while on the property of Ecclesia College, except as required in the lawful course of business or as authorized by the CS Team.

Dating Violence

Violence committed by a person-

(a) Who is or has been in a social relationship of a romantic or intimate nature with the victim; and (b)

Where the existence of such a relationship shall

be determined based on a consideration of the following factors:

1. The length of the relationship
2. The type of relationship
3. The frequency of interaction between the persons involved in the relationship.

Domestic Violence

Felony or misdemeanor crimes 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, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

Stalking

Engaging in a course of conduct directed at a specific person that would cause a reasonable person to-

(a) Fear for his or her safety or the safety of others (b) Suffer substantial emotional distress

Hate crime

A criminal act involving one/more of the listed crimes which was motivated by bias against any person or group of persons, or the property of any person or group of persons because of the ethnicity, race, national origin, religion, gender, sexual orientation, or disability of the person or group, or bias based upon the perception that the person or group has one or more of those characteristics.

Hate incident

Any non-criminal act motivated by bias against any person or group of persons, or the property of any person or group of persons because of the ethnicity, race, national origin, religion, gender, sexual orientation or disability of the person or group, or bias based upon the perception that the person or group has one or more of those characteristics.

DEFINITION OF CAMPUS SAFETY staff (CS)

- a. Any individual who has responsibility for campus safety
- c. Any individual specified in the college's statement of campus safety report as an individual to which students and employees should report criminal offenses.
- d. An individual of the college who has significant responsibility for student and/or campus activities (e.g. student housing, student discipline, athletic directors/coaches and campus student judicial officials)

INSTRUCTIONS

- a. If the reported incident constitutes a threat to the safety of the EC community, in addition to completing this form, the CS staff shall immediately telephone the Springdale police department.
- b. Confidential and anonymous reports are accepted.
- c. While second hand reports are inherently unreliable and are difficult to verify, such reports shall also be accepted
- d. Clery reporting (this form) does not replace or change any existing reporting requirements or procedures for disciplinary referrals for student or employee misconduct.
- e. Hate crimes present a special reporting challenge. CLERY requires the CS to document each reported crime or discipline occurrence, and CLERY requires the CS to record the category of prejudice.

Transmit report: To the Dean of Students, email lnewlun@ecollege.edu, or hand deliver to the Student Life Office. Any questions concerning this form or the CLERY ACT should be directed to the Campus Safety Staff at 479-248-7236.

July 1, 2017

DISCIPLINARY ACTION

The following section addresses the procedures for institutional disciplinary action in a number of cases, including alleged dating violence, domestic violence, sexual assault, or stalking.

Consequences

Any act of sexual harassment, discrimination, assault or any other sex-based misconduct, as determined by Student Conduct and the Title IX Office, that interferes with the learning environment is a serious offense and will not be tolerated. Any Ecclesia College student violating this policy will be subject to disciplinary action, which may result in dismissal for a minimum of two semesters. Any student dismissed also will be restricted from campus. Since the College takes such charges seriously, where the results of an investigation reveal a complaint under this policy to be frivolous or groundless, the individual having made such a complaint may be subject to disciplinary action.

Racial Harassment & Discrimination

Ecclesia College insists that all members of the College Community are entitled to and shall be afforded an environment free of racism—whether overt or subtle. Therefore, members of the College community will not tolerate racial discrimination or harassment of any kind.

Behavior that constitutes racial discrimination or harassment is prohibited by Title VII of the 1964 Civil Rights Act and is a violation of the Honor Code. This includes, but is not limited to racial/ethnic slurs, coarse jesting with racial/ethnic overtones and other forms of communication resulting in disparagement or intimidation based on race or ethnicity.

Reporting and Process

- Report the incident to the Student Life Office, Crisis Management Team.
- CSM staff will review the racial discrimination/harassment policy with the complainant.
- Complainant must decide if he/she wants to pursue a formal complaint, which may result in disciplinary action.
- The CMT will examine the results of the investigation and determine the best course of action.
- The CMT staff representative will conduct a final interview with complainant.

Any Ecclesia College student who engages in racial discrimination or harassment is subject to disciplinary action, along with possible fines, and community service and/or possible administrative withdrawal. In addition, since the College takes such charges

seriously, where the results of an investigation reveal a complaint of racial discrimination or harassment to be frivolous or groundless, the individual having made such a complaint may be subject to disciplinary action.

Disciplinary Process

To live in a community means to abide by the standards and policies set forth by that community. When individuals choose to violate these standards and policies, they threaten the quality of the community.

The aim of discipline is to, whenever possible, redeem the violator so that he or she will again be a productive member of the campus community. This must at the same time be balanced with the need to protect the community and its individual members.

The disciplinary process may progress in this manner depending on the severity of the incident: verbal warning (waived in lieu of handbook), personal, written warning, personal probation, college probation, suspension. Details of disciplinary sanctions are listed below:

Disciplinary Sanctions

The following sanctions may be administered in response to violation of standards of student conduct or college policy: They are not meant as a conclusive list, but as a guideline or comparable offenses.

Warning - A verbal or written warning to the student that he/she is in violation of a college policy. A warning is appropriate in situations where the student did not know or have access to the policies governing the circumstances, The handbooks and catalogs serve as a written warning for all students.

REPRIMAND - A written statement to the student that he/she has violated college policy and that future misconduct will result in a more severe sanction.

Loss of Privileges - Removal of privileges for a designated period of time, including, but not limited to, loss of residence in a hall or room of choice, holding elective or appointive offices, playing or practicing with a team, and/or having motor vehicles, stereos, or other equipment on campus. Reinstatement of the privilege will come through the Honor Council.

Confiscation - Articles or substances (e.g., alcoholic beverages, tobacco, vape pens pornographic materials, weapons) which violate college policy and/or governmental statute may be taken into the custody of the college or turned over to law enforcement authorities as appropriate. These items will be held until disciplinary and/or legal action has occurred. If articles are in college possession, the college retains the right to decide whether such articles will be returned to their owner or destroyed by the college. In the case of stolen property, it will be returned to the person from whom it was stolen if that person can be identified and located, and following any legal investigation.

TYPES OF DISCIPLINARY PROBATION

Probation is a written warning and a notice that the student has violated college policy and that any further violation of policy may result in punitive action up to and including suspension from the college. There are several types of probation, listed in order from least severe to most severe.

- **Residence Hall Probation** – An official letter that certain residence hall policies have been violated and repeated violations may result in a more serious sanction.
- **Personal Probation** – Because of the violation of college policy, the student is required to meet with a member of the college staff who will help him/her explore alternatives to the exhibited behavior. This involves a contract and the breaking of this contract will jeopardize the student's continuation at EC.
- **College Probation** – The offense is serious enough that privileges are removed. The student placed on college probation may be ineligible to participate in extra-curricular activities, to campaign for or hold office in any student organization, receive any college honors except those awarded for academic achievement, or represent the College in any extra-curricular activities. One who is on an intercollegiate team or group may be restricted from representing the college after consultation with the appropriate coach or professor. The student on college probation will meet regularly with the Dean of Students who will monitor his/her attendance in classes and Assembly. Any violation will result in immediate suspension from the college.

Restitution - Requirement to reimburse or otherwise compensate an injured party or the college for damage or loss of property resulting from the student's misconduct. Within residence halls, common assessment or group billing may be charged for damages occurring in common areas shared by groups of residents, when the specific individual(s) responsible cannot be determined.

Change in living assignment - The student will be moved from his/her present living assignment to another when such is deemed appropriate to the violation.

Fines / Charges - Charges levied for violations as specified in the Student Handbook, the Academic Catalog, extracurricular handbooks, and/or housing contract. All fines must be paid in cash to the Business Office. Students will have 30 days from official notification date to pay the fine.

Notations

- Late to Assembly
- Late for curfew

Notation Examples (+ \$10.00 - \$25.00 Fine for each offense) and/or (extracurricular privileges withdrawn for a set time). Every 3 tardies = 1 absence.

- Absence from a required meeting (Assembly – fines begin after maximum allowed (2), etc.) 3-4 = \$10.00 each, 5+ = \$25.00 each.

Appeals for offenses must be submitted in writing to the Student Development Office within 48 hours of notification.

Notation Examples (+ \$25.00 - \$150.00 Fine)

- Possession and/or use of tobacco/e-cigarettes/vaping at any location (first offence)
- Violation - Disregard for Curfew – RD discretion
- Littering, first offense
- Moving of dorm furniture away from designated rooms

Appeals for offenses must be submitted in writing to the RD or the Student Development Office within 48 hours of notification.

Notation Examples (+ \$150.00 - \$250.00 Fine)

- Malicious conduct that disrupts community or damages property (plus financial restitution)
- Use of college technology for any purposes without staff permission.
- Rage; Obscene, profane or abusive language or behavior, first offense.
- Submitting fraudulent work hours
- Hindering an investigation by not providing testimony or providing false testimony

Appeals for offenses must be submitted in writing to the RD or the Student Development Office within 48 hours of notification.

Notation Examples (+ \$250 - \$500 Fine & Disciplinary Community Service)

- Commission or conviction of a misdemeanor
- Intentional participation in a social gathering where alcohol is served, on or off campus (e.g. bar or nightclub) or illegal drugs are used
- Entering residence of the opposite sex (or allowing the same) on or office campus
- Sexual misconduct and/or any state of undress
- Insubordination of authority on or off campus
- Reporting false information
- Threat to do bodily harm
- Vandalism (plus financial restitution)
- Possession or consumption of alcoholic beverages, first offense

- Pet or animal on campus or in room, first offence plus restitution – both pet owner and roommate
 - Clocking in or out (written or through clocking system) to document fraudulent hours or being on the clock and not working
 - Complicit to drugs or alcohol in dorm / dorm room, second offense
- Appeals for offenses must be submitted in writing to the Student Life Office within 48 hours of notification.*

Notation (+ \$500.00 Fine, Disciplinary Community Service, & Possible Administrative Withdrawal)

- Commission/conviction of any felony
 - Violation of Policy on Sexual Harassment, Discrimination, and Assault
 - Violation of Policy on Racial Harassment & Discrimination
 - Drug possession, use/distribution (possible minimum one semester out)
 - Possession or consumption of alcoholic beverages, second offense
 - Refusal to submit to a drug test as directed by a College employee.
 - Stealing or possession of stolen property (plus financial restitution; possible one semester out)
 - Use of fire on or off campus anywhere except the single firepit located near Salcido Hall or the future pit near Wallace Hall.
- Appeals for offenses must be submitted in writing to the Student Life Office within 48 hours of notification.

Notes: Those deciding appeals will uphold, dismiss or adjust the sanction. The decision will be final. All Fines must be paid within 30 days of official notification.

Fines Approved & Edited: May 6, 2023

Ecclesia College: Restorative Practices

Restorative Practice is a form of discipline for students that focuses on helping them learn from mistakes and repair harm they have caused. It is a distinctive form of discipline in several ways:

First, it views violations comprehensively. Rather than defining violations as simply rule breaking, it recognizes the harm a violation causes to victims, communities and the offenders themselves.

Second, by utilization of the Honor Council and other appropriate office, more individuals are involved in responding to violations. Rather than giving key roles only to the Dean of Students and the offenders, it includes victims and community members. Restorative Practices are best utilized for discipline issues that carry the consequence of certain notations.

Proceedings Regarding Sex Offenses

Campus disciplinary proceedings, as well as special guidelines for cases involving sexual misconduct, are also detailed in the Student Handbook. The Handbook provides,

in part, that the accused and the victim will each be allowed to choose one person who has had no formal legal training to accompany them throughout the hearing. Both the victim and accused will be informed of the outcome of the hearing. A student found guilty of violating the campus sexual misconduct policy could be criminally prosecuted in the state courts and may be suspended or expelled from the College for the first offense. Student victims have the option to change their academic and/or on-campus living situations after an alleged sexual assault, if such changes are reasonably available.

Proceedings will include a prompt, fair, and impartial process from the initial investigation to the final result.

The proceedings will include conducting by officials who, at a minimum, receive annual training on the issues related to dating violence, domestic violence, sexual assault, and stalking and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.

The College will have simultaneous notification, in writing, to both the accuser and accused of: the result of an college disciplinary proceeding that arises from an allegation of dating violence, domestic violence, sexual assault, or stalking, the college's procedures for the accused and the victim to appeal the result of the college's disciplinary proceeding, and any change to the result and when such results are final.

A prompt, fair, and impartial proceeding includes a proceeding that is completed within a reasonably prompt timeframe. The process allows for the extension of timeframes for good cause with written notice to the accuser and the accused of the delay and the reason for the delay.

A prompt, fair, and impartial proceeding includes a proceeding that is conducted in a manner that: is consistent with the College's policies and transparent to the accuser and the accused, includes timely notice of meetings at which the accuser or accused, or both, may be present, and provides timely and equal access to the accuser, the accused, and appropriate officials to any information that will be used during informal and formal disciplinary meetings and hearings.

A prompt, fair, and impartial proceeding includes a proceeding that is conducted by officials who do not have a conflict of interest or bias for or against the accuser or accused.

CRIME DEFINITIONS

Excerpted from the Implementing Regulations of the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act" (originally the Campus Security Act) originally published in the Federal Register on April 29, 1994 (Vol.59, No. 82) and November 1, 1999 (Vol.64, No. 210).

The following definitions are to be used for reporting the crimes listed in 34 CFR sec. 668.46 (previously 668.47) in accordance with the Federal Bureau of Investigation's Uniform Crime Reporting Program. The definitions for murder, robbery, aggravated assault, burglary, motor vehicle theft, weapon law violations, drug abuse violations and liquor law violations are excerpted from the Uniform Crime Reporting Handbook. The definitions of forcible and non-forcible sex offenses are excerpted from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Handbook.

CRIME DEFINITIONS FROM THE UNIFORM CRIME REPORTING HANDBOOK

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

CRIMINAL HOMICIDE-MANSLAUGHTER BY NEGLIGENCE The killing of another person through gross negligence.

CRIMINAL HOMICIDE-MURDER AND NONNEGLIGENT MANSLAUGHTER The willful (non-negligent) killing of one human being by another.

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

AGGRAVATED ASSAULT An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.)

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

MOTOR VEHICLE THEFT The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned including joyriding.)

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

DRUG ABUSE VIOLATIONS Violations of State and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (demerol, methadones); and dangerous nonnarcotic drugs (barbituates, benzedrine).

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

Ecclesia College

2023-2024 Annual Fire Safety Report

Containing Clery Fire Safety Procedures and Policies as well as
Fire Safety Data for 2023 for Ecclesia Campus

September 4th, 2024

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ONLINE CLERY ACT FIRE SAFETY STATISTICS:

US DEPARTMENT OF EDUCATION OF POSTSECONDARY EDUCATION WEBSITE:

<http://ope.ed.gov/security/GetOneInstitutionData.aspx>, Select "Ecclesia College"

Annual Fire Safety Report (ASFR)

The purpose of this report is to provide students, faculty and staff of Ecclesia College with the information and the understanding they need to make an informed and reasoned decision about fire safety. Ecclesia College residential living is a wonderful place to learn, to work, and to develop as an individual and as part of a larger academic community. Please carefully consider the information contained in the fire safety report as you make decision about your education or career at Ecclesia College.

- The Office of Student Development – The Financial Aid Director in conjunction with the Dean of Students prepares the Annual Fire Safety Report.
- The report is prepared based on information gathered from the Fire Log.
- The report contains fire statistics for the three previous calendar years concerning fires in on-campus housing.
- The report contains information regarding on-campus housing fire safety policies, procedures and personal safety topics.
- Report documents are kept in the Office of Student Development and the Financial Aid Office.

Fire Log

The College maintains a written fire log that records by the date reported any fire that occurs in an on-campus student housing facility. The nature of the fire and any injuries, deaths, or property loss value is recorded. The Fire Log is maintained by the Fire Safety Officer and is kept in the Work Office. The Fire Log may be inspected during regular business hours by visiting the Dean of Students and making a request to view the Fire Log.

REPORT DISTRIBUTION

A full text of the Annual Fire Safety is available by going to Populi Files Shared with Everyone. It is also located on the college website <https://ecollege.edu/consumer-info/>. Finally, it will be distributed by October 1st of each year. The Ecclesia Office of Student Development will provide a paper copy of the annual fire safety report upon request. The request does not have to be made in writing. There will be no charge or fee, nor will the report be included in another document for which you are charged a fee. The report is available to all currently enrolled students, faculty, and, staff. In addition Ecclesia

College will make the report available to prospective students or prospective employees upon request or by visiting the school's website.

Prior to the report being published a notification will be sent out before the October 1 requirements to all students and college employees advising them the report is completed and how to obtain either an electronic or paper copy of the report.

Notification will be made by: Student and employee email, Populi files shared with everyone, and on the College's website.

For employees and students who begin their association with EC after October 1 but prior to a new annual report notification an announcement will be maintained in the dashboard of the Populi homepage.

ON-CAMPUS HOUSING FACILITIES COVERED BY AFSR

Ecclesia College maintains ten (10) residential living facilities. The table below identifies each of the ten buildings by name, its occupancy, its fire safety systems, and the number of fire drills held during the previous year.

On-Campus Residential Housing Description, Safety System and Fire Drills			
Facility Name	Max Occupancy	Fire Safety System	Fire Drills held previous year.
Hollingsworth Hall	12	6 smoke detectors. 3 fire extinguishers. 1 CO detector.	2
Kendrick Hall	6	4 smoke detectors. 1 fire extinguisher. 1 CO detector.	1
Log Home	11	7 smoke detectors. 1 fire extinguisher. 1 CO detector.	1
Meyers Hall	6	6 Smoke Detectors. 1 fire extinguisher. 1 CO detector.	1
Nickelson	14	12 smoke detectors. 2 fire extinguishers. 1 CO detector.	1
Olson Hall	12	10 smoke detectors. 3 fire extinguishers. 1 CO detector.	1
Patton Hall	8	6 Smoke Detectors. 2 fire extinguishers. 2 CO detectors.	1
Salcido Hall	12	9 smoke detectors. 5 fire extinguishers. 1 CO detector.	1
White House	24	12 smoke detectors. 4 fire extinguishers. 1 CO detector.	2
Wilkerson Hall	16	12 smoke detectors. 2 fire extinguishers. 1 CO detector.	1

INSPECTIONS

Inspections will be made at the beginning of each semester of each building to ensure proper safety equipment such as smoke detectors and fire extinguishers are in place and functioning in each building. Additionally, Resident Advisors conduct regular room and building inspections to insure that fire hazards are not present.

RISK ASSESSMENT

Each year the Student Development Office will review the campus safety risk assessments and safety plans in conjunction with the annual security report.

EMERGENCY EXIT SIGNAGE

To help assure your safety, college buildings have marked emergency exit signs, which indicate evacuation routes. In some buildings, these signs remain illuminated at all times or become illuminated when a fire alarm is activated or the power is disrupted. The college regularly tests the lighting in these signs to assure that it is adequate day and night. Additionally, some buildings have emergency lighting systems, which provide illumination for a short period of time that is sufficient to permit evacuation.

FIRE SAFETY EDUCATION AND TRAINING

To acquaint everyone with the sound of the fire alarm and the exit routes to be followed, the Campus Physical Plant Department in cooperation with the local fire department will perform announced alarm tests on an annual basis. For campus fire drills, it is each employee's responsibility to make sure he/she knows the proper evacuation routes. Additionally, faculty members and work supervisors assume the role of monitors/coordinators for their students and subordinates during such drills or actual emergencies. Therefore, faculty members/supervisors should:

1. Inform students/subordinates of the location of and routes to area exits prior to an emergency.
2. Inform students/subordinates of the location of the nearest fire extinguisher prior to an emergency. If a fire is small, contained, and you are trained with the use of a fire extinguisher and are not compromising your safety, you may try to extinguish it.
3. Instruct students/subordinates to evacuate calmly and quietly when notified by fire alarm activations or by the voice command of an announced fire drill or actual emergency.
4. Ensure that priority is given to safety. Take only your essential belongings with you. Assist with evacuating persons with disabilities.
5. Ensure that classroom/office doors are closed and overhead lights turned off after everyone has evacuated.
6. Instruct students/subordinates to walk, not run, during evacuation.
7. Advise students/subordinates to use the stairs during evacuation.

8. Assemble as a group, based upon the previously designated evacuation areas away from the building. Do not assemble near fire lanes, hydrants, doors, and streets, where you might impede the access of emergency responders.
9. Instructors/supervisors shall report anyone unaccounted for to the Campus Safety Team Coordinator and/or local police department immediately.
10. Remain as a group and wait for further instructions. The local fire and/or police department will inform all concerned when the building is safe for re-entry.

All on-campus students are required to attend the mandatory “on-campus student” meeting during orientation for new and returning students. A topic of the meeting will be fire safety education and training.

BUILDING EVACUATION IN CASE OF FIRE:

If you encounter fire or smoke in a building, head out the nearest exit immediately, warn others along your route out of the building, pull the fire alarm on the way out if possible to do so safely, and call 911 once you are safely away from the building.

If you suspect someone is trapped inside a building during a fire, notify the firefighters on scene or Campus Safety personnel. Do not reenter a burning building.

If you are trapped in a fire, attempt to leave the building. Cover your nose and mouth with a cloth or T-shirt. If it is not possible to exit through a door, find another exit such as a window. If possible, place wet towels or clothing in the cracks around the door. Jumping from a window is only to be considered when you are in immediate danger. If you exit through a door, stay low to the floor but do so with caution. Use a wet towel or blanket to protect yourself from flames and smoke.

Many fires are of electrical origin. Check for frayed cords, broken plugs, and avoid using too many appliances in one circuit. Be familiar with emergency exits inside your building as well as the location of fire extinguishers.

Move away from the building to your pre-determined evacuation assembly area. A campus Emergency Command Center may be set up near the emergency site. Keep clear of the Command Center unless you have official business there. Do not return to an evacuated building unless told to do so by a college official. Fire extinguishers are located throughout campus in many strategic locations. Learn to identify the extinguishers and find out where they are located in your area. In the event of a small fire that would not put your safety at risk, utilize the fire extinguisher if you are capable of doing so. If you decide to use a fire extinguisher, follow the instructions listed below on how to operate a fire extinguisher.

FIRE EXTINGUISHERS:

Fire Extinguishers are located in convenient locations in each residence hall. The extinguishers are monitored by resident hall monitors. Students who are aware of a discharged fire extinguisher are strongly encouraged to report it to the RA and/or Fire Safety Officer.

Learn how to P. A. S. S.

PULL—the pin or ring, or release the lock latch.

AIM—the extinguisher nozzle at the base of the fire.

SQUEEZE—or press the handle.

SWEEP—from side to side slowly at the base of the fire until it goes out.

FIRE PREVENTION POLICIES AND PERMITTED/PROHIBITED ITEMS:

1. Coffee pots, toasters, crock-pots, blenders, microwaves less than 1000 watts, and refrigerators that do not exceed 36” are permitted in the dorms.
2. Hibachis and grills may be used only in the courtyards in safe areas. Ashes or coals must be disposed of properly.
3. Abusive or hazardous use of any appliance may result in disciplinary action.
4. Any appliance with frayed cords is prohibited and will be removed from the dorm.
5. Electric potpourri pots, candle warmers, and canned fuel are prohibited.
6. No candle, incense burning, open coils or open flame devices will be permitted.
7. Cooking appliances should not be left unattended in the dorms or outside.
8. Fireworks or explosives are prohibited on campus.
9. Smoking on campus is prohibited, inside and outside all buildings.
10. To avoid potential fire hazards, use power strips or surge protectors for all electrical appliances, personal care items, heaters, fans, etc.

Combustibles: If you use combustibles in decorating your room, such as fabrics, cardboard or similar materials, please ensure the items are flameproof or flame retardant. Purchase only UL-approved or material marked “fireproof” or “flame retardant.”

FALSE ALARMS OR TAMPERING WITH EMERGENCY/FIRE SAFETY EQUIPMENT:

Tampering, damaging, or inhibiting the use of emergency/safety equipment in any residence hall is prohibited. Residents may not use emergency equipment for any purpose other than emergency use. Residents involved in such activity will be subject to disciplinary action. Sounding a false fire alarm is a felony and will be treated as such.

FIRE ALARM TESTS AND FIRE DRILLS:

EC policy is that fire alarm systems are to be tested, and fire drills are to be held, on at least an annual basis.

AFTER A FIRE REPORTING: All fires should be reported to the Campus Safety Team and/or 911. All students and college employees must report the occurrence of every fire to one of the following members of the Student Development Office or Fire Safety Officer once it is safe to do so:

Fire Safety Officer – Mr. John Newlun – (479) 366-9075

Dean of Students – Ms. Liz Newlun – (479) 366-9074

PLANS FOR FUTURE IMPROVEMENTS IN FIRE SAFETY

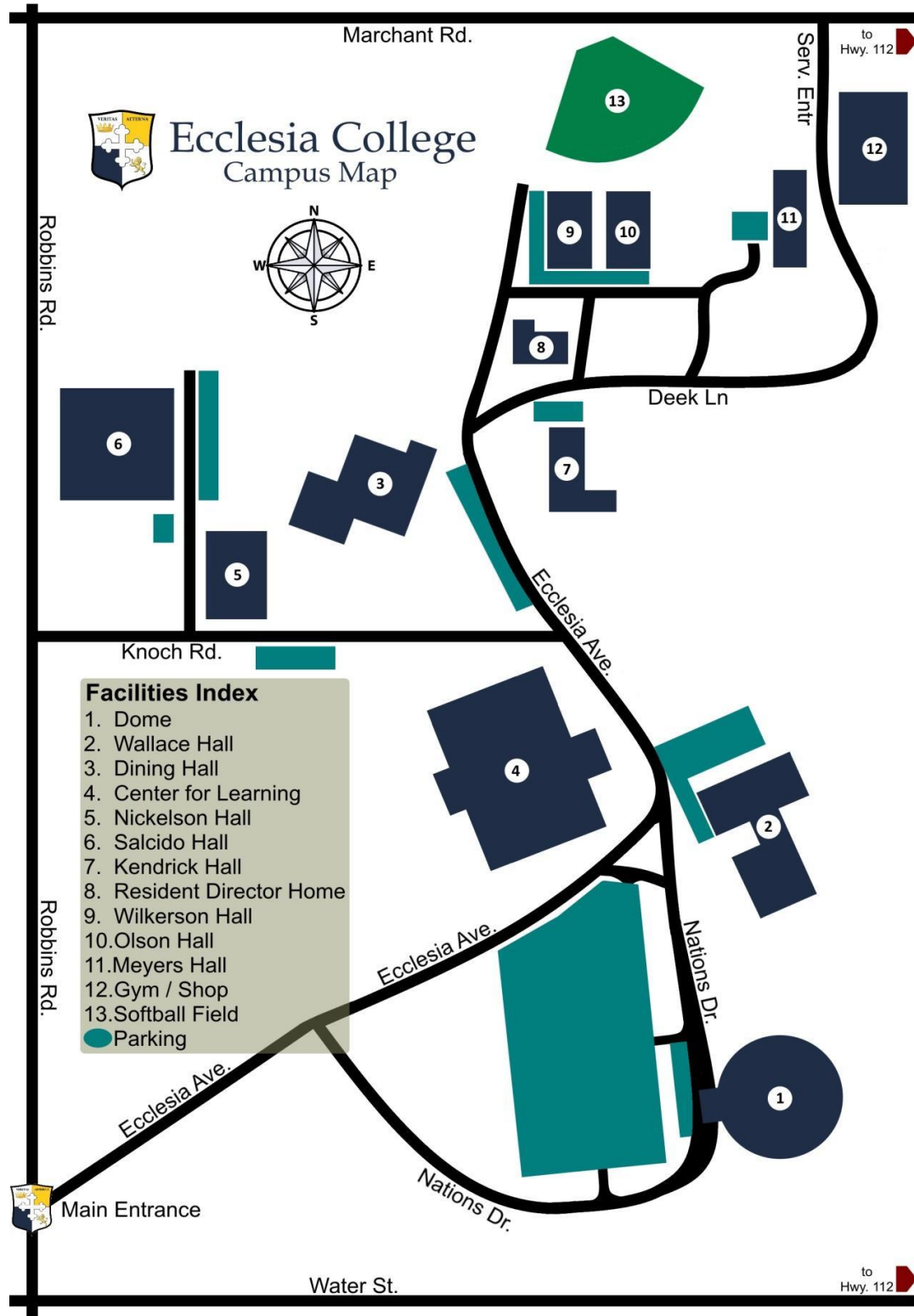
Future improvements planned are to update and add improved campus lighting for evacuation, ensure 911 signage is on buildings; and, adding more lighted exit signs.

FIRE SAFETY DATA:

	2021			2022			2023		
RESIDENT HALL	FIRES	INJURIES	DEATHS	FIRES	INJURIES	DEATHS	FIRES	INJURIES	DEATHS
Hollingsworth Hall	0	0	0	0	0	0	0	0	0
Kendrick Hall	0	0	0	0	0	0	0	0	0
Log Home	0	0	0	0	0	0	0	0	0
Meyers Hall	0	0	0	0	0	0	0	0	0
Nickelson	0	0	0	0	0	0	0	0	0
Olson Hall	0	0	0	0	0	0	0	0	0
Salcido Hall	0	0	0	0	0	0	0	0	0
Patton Hall	0	0	0	0	0	0	0	0	0
White Hall	0	0	0	0	0	0	0	0	0
Wilkerson Hall	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0

ASSEMBLY POINT AND CAMPUS MAP:

Campus Map identifying Primary Evacuation Sites – Parking Lot of “Dome” Administration Building. Tornado Evacuation Site – Salcido Hall



ADDRESSES TO LOCAL HOSPITALS

Northwest Health

601 W Maple
Springdale, Arkansas 72764

Washington Regional

3215 N. North Hills Blvd.
Fayetteville, AR 72703

Northwest Medical Center – Bentonville

3000 Medical Center Parkway
Bentonville, AR 72712