



BRYAN
UNIVERSITY

Annual Security Report

2018-2019

www.bryanu.edu

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Jeanne Clery Disclosure of Campus Security Policy

Bryan University, in compliance with the Federal **Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act** (formally the Crime Awareness and Campus Security Act of 1990), is providing campus crime statistics and information for the calendar years 2015, 2016 and 2017.

The **Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act** is the landmark federal law, originally known as the Campus Security Act that requires colleges and universities across the United States to disclose information about crime on and around their campuses. The law is tied to an institution's participation in federal student financial aid programs and it applies to most institutions of higher education, both public and private. The Act is enforced by the United States Department of Education.

The law was amended in 1992 to add a requirement that schools afford the victims of campus sexual assault certain basic rights, and was amended again in 1998 to expand the reporting requirements. The 1998 amendments also formally named the law in memory of Jeanne Clery. Subsequent amendments in 2000 and 2008 added provisions dealing with registered sex offender notification and campus emergency response. The 2008 amendments also added a provision to protect crime victims and "whistleblowers", and protection against retaliation. In 2013, the Violence Against Women Reauthorization Act of 2013 (VAWA) was signed into law and includes amendments to the Clery Act. These changes require institutions to disclose statistics, policies and programs related to dating violence, domestic violence, sexual assault and stalking.

Security Policy and Procedures

Introduction

Bryan University recognizes and encourages others to be aware that no environment is entirely free of risk. Each person must assume responsibility for his/her own safety both on-campus and off. This having been said, the University strives to offer its students and employees a secure and safe environment in which to learn and teach, including through compliance with applicable federal, state and local building codes and board of health and fire marshal regulations. Bryan University encourages all employees and students to assume responsibility for their own security.

Campus Security Authorities

The Executive Director and/or Dean serve as the University's Campus Security Authorities (CSA). These individuals do not possess the power to arrest. Criminal incidents are referred to the local police who have jurisdiction over the campus. All victims and witnesses are strongly encouraged to immediately report any crime to the CSA's and the appropriate police agency, in accordance with the reporting procedures set out below. Prompt reporting will assure timely warning notifications to the campus community and timely disclosure of crime statistics.

CSA's are trained on an annual basis on the following topics:

- The role and expectations of being a CSA
- Requirements of The Clery Act
- How to communicate with victims and/or bystanders
- The proper proceedings on reporting and documentation

Hours of Operation

Normal hours of operation of the University campuses are shown below and Faculty members may have additional access to the school at the discretion of the Executive Director. Students may not enter the school during any hours other than normal hours of operation unless special permission has been granted by the Executive Director and supervision by a staff or faculty member is available.

Springfield/Online

Mon/Tues 7:30 a.m. to 5:00 p.m.

Wed/Thu 7:30 a.m. to 5:00 p.m.

Fri 7:30 a.m. to 3:00 p.m.

Sat/Sun hours vary

Rogers

Mon/Tues 7:30 a.m. to 5:00 p.m.

Wed/Thurs 7:30 a.m. to 5:00 p.m.

Fri 7:30 a.m. to 3:00 p.m.

Sat/Sun hours vary

Security Considerations in the Maintenance of Campus Facilities

The responsibility for locking and unlocking doors rests with college officials. Bryan University is committed to campus safety and security. Exterior lighting is a critical part of that commitment. Routine checks of lighting on campus are conducted regularly. Malfunctioning lights are reported to the Executive Director for prompt repair. We encourage Bryan University community members to report any deficiency in lighting to their Executive Director.

Locks/Other

Locks are monitored and inspected on a continual basis in order to repair any problems quickly. Bryan University community members are encouraged to promptly report any locking mechanism deficiency to the Executive Director. The campus Executive Director is available to respond to calls for service regarding unsafe facility conditions or for personal safety and property protection. These conditions may also include unsafe steps or handrails, unsafe roadways on campus, and unsecured equipment.

Distribution of the Annual Security Report

The CSA for each Bryan University campus, along with Senior Management, prepares this report to comply with the **Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act**. This report is prepared in cooperation with the local law enforcement agencies surrounding each campus.

- Annually, on or before October 1st each year, current students and employees receive an email notification with a written description of Drug & Alcohol Abuse Prevention Program and a link to the updated Annual Security Report.
- Prospective students are provided with a URL to our Annual Security Report which includes a description of the Drug & Alcohol Abuse Prevention Program.
- Prospective employees are provided with a URL to our Annual Security Report.
- New employees are provided with a URL to the Annual Security Report and a description of the institutions Drug & Alcohol Abuse Prevention Program on the team website. Employees are required to acknowledge they received the URL and Drug & Alcohol Abuse Prevention Program information.
- Paper copies of the Annual Security Report may also be obtained from the Executive Director's offices located at each campus upon request.

Reporting Criminal Activity & Emergencies

Students, staff, and faculty are encouraged to accurately and promptly report all occurrences of criminal activity and other emergencies to a CSA for immediate action. The institution does not prescribe the reporting modality utilized by the individual(s) who reports criminal actions and/or other emergencies. Therefore, information submitted in writing, orally or in electronic format will be addressed. Immediate reporting will insure optimum response and resolution to any emergency situation. In the event that an emergency and/or criminal action has occurred, if appropriate, authorities will be summoned and action taken to adjudicate the incident. The institution will follow necessary steps depending on the situation.

Voluntary and Confidential Reporting

If you are the victim of a crime and do not want to pursue action within the criminal justice system, you may still want to consider making a confidential report. With your permission, a designee of the Bryan University 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 school can keep accurate records of the number of incidents involving students, faculty, and staff, 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.

If an individual wishes to report anonymously and/or confidentially a secure email has been established for this purpose. The email address is BUHR@bryanu.edu and is directed to Human Resources.

Policy regarding off campus student criminal activity

Due to the non-resident, commuter nature of the student population at Bryan University, no off-campus student organizations are recognized. Students who engage in criminal activity off-campus are subject to local laws and will be treated as the local authorities deem necessary. Statistics are not maintained for student off-campus criminal activity. Off Campus geographical areas are not required for reporting purposes as defined by the Jeanie Clery Act.

Emergency Notification and Evacuation

Anyone with information warranting an emergency notification should report the circumstances to the CSA through written, oral, or electronic communication, or in person at the University campus.

In the event that a situation arises, either on or off campus, that, in the judgment of the CSA, constitutes an ongoing or continuing threat, a campus wide Emergency Notification will be issued. The notification to the campus community will contain information about the nature of the emergency (e.g., approaching tornado, gas leak) and will include direction regarding the appropriate response (e.g., take cover, evacuate) The CSA, without delay, and taking into account the safety of the community, will determine the content of the notification and initiate the notification system, unless issuing the notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

Emergency Notifications may be distributed to students, faculty, and staff by using the following modes of communication, or any combination thereof:

- Emergency alarms
- Verbal announcements
- University phone
- University email
- Emergency Text messaging

It is important to remember that electronic communication systems may fail due to the disaster itself before warnings can be issued. Alternate methods must be in place and available for these situations.

Some examples of situations requiring an Emergency Notification are:

- Armed Intruder / Active Shooter / Hostage
- Bomb Threat
- Hazardous leaks / spills
 - On-campus
 - Off-campus
- Fire
- Tornado
- Earthquake

Depending on the particular circumstances of the emergency, especially in all situations that could pose an immediate threat to the community, the President's office may also post a notice on the campus-wide web site at: <http://www.bryanu.edu> providing the community with more immediate notification. The web site is immediately accessible via computer by all faculty, staff and students.

Bryan University encourages all employees and students to assume responsibility for their own security and utilize community resources to aid in emergency situations (e.g., activated tornado sirens, police officer directions or commands or news reports). Campuses conduct a test of the emergency response and evacuation procedures on at least an annual basis. Tests may be announced or unannounced.

Timely Warning Notification Procedures

Anyone with information warranting a timely warning should report the circumstances to the CSA by phone, email or in person at the University campus.

Upon notification and identification of a "reportable" crime under the guidelines of The Jeanne Clery Disclosure Act, in the judgment of the CSA constitutes a serious or continuing threat to students and employees either on or off campus, the CSA will issue a Timely Warning Notice to the campus community as quickly as possible. Every attempt will be made to issue the warning within a reasonable amount of time; however, the release is subject to the availability of accurate facts concerning the incident, and investigation restraints. If police or emergency services are required, the CSA will initiate.

Timely Warnings may be distributed to students, faculty, and staff by using the following modes of communication, or any combination thereof:

- Emergency alarms
- Verbal announcements
- University phone
- University email
- Emergency Text messaging

It is important to remember that electronic communication systems may fail due to the disaster itself before warnings can be issued. Alternate methods must be in place and available for these situations.

Bryan University will follow the provisions Under the Clery Act which mandates for crimes considered a threat to other students and employees, that victims' names be withheld.

Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the President's office may also post a notice on the campus-wide web site at: <http://www.bryanu.edu> providing the community with more immediate notification. The web site is immediately accessible via computer by all faculty, staff and students.

Prevention Programs for Staff and Students

Semi-annually, Bryan University sponsors campus-wide presentations which generally will cover each of following areas: security awareness, drug/alcohol and crime prevention and domestic violence, dating violence, stalking and sexual assault/harassment awareness and prevention. Campuses in conjunction with Human Resources will work together to ensure these topics are covered throughout the year. Sign in sheets will be available for each training and will be stored for evidence of completion. The institution also provides material (e.g., pamphlets, brochures, etc.) that help to promote awareness of these topics on a continual basis. Our campuses have partnered with local law enforcement and agencies to offer prevention and awareness presentations:

Rogers Campus:

Northwest Arkansas Women's Shelter
479-246-9999
800-775-9011
Rogers Police Department
479-636-4141

Springfield Campus (Including Online division):

Harmony House
417-837-7700
800-831-6863
Greene County Sheriff's Department
417-868-4040
Christian County Sheriff's Department
417-582-5330

Bryan University provides information to all students and staff regarding various support and safety resources that are available in our communities and also nationwide. The following support links are available through the Bryan University Learning Management System:

- Abuse Prevention Hotlines and Information
 - Rape, Abuse, and Incest National Network: 1-800-656-HOPE
 - National Domestic Violence Hotline: 1-800-799-7233 - TTY 1-800-7873224
- Counseling and Treatment Hotlines and Resources
 - Behavioral Health Treatment Services Locator (find alcohol, drug, or mental health treatment facilities around the country): <https://findtreatment.samhsa.gov/>
 - Physician and Treatment Program Locator (find information on locating physicians and treatment programs authorized to treat opioids, such as heroin or prescription pain relievers): <https://www.samhsa.gov/medication-assisted-treatment/physician-program-data/treatment-physician-locator>
 - National Substance Abuse Index: 877-340-0184
 - Alcoholism and Drug Abuse Line: 1-800-252-3465
 - National Organization for Victim Assistance: 1-800-879-6682
 - Rape, Abuse, and Incest National Network: 1-800-656-HOPE
- Safety Programs
 - Substance Abuse and Mental Health Services Administration (SAMHSA)
 - National Helpline
 - 1-800-662-HELP (4357)
 - TTY: 1-800-487-4889
 - Website: <https://www.samhsa.gov/find-help/national-helpline>

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- Suicide Prevention Lifeline
 - 1-800-273-TALK (8255)
 - TTY: 1-800-799-4889
 - Website: <https://suicidepreventionlifeline.org/>
 - Disaster Distress Helpline
 - 1-800-985-5990
 - Website: <https://www.samhsa.gov/find-help/disaster-distress-helpline>
 - Veteran's Crisis Line
 - 1-800-273-TALK (8255)
 - TTY: 1-800-799-4889
 - Website: <https://www.veteranscrisisline.net/>
 - Sex Offender Registration Information
 - U.S. Department of Justice - National Sex Offender Search (Includes U.S. State Registry Links)
 - <https://usvi.nsopw.gov/>
 - Veteran's Support Resources
 - Phone: 1-800-273-TALK (8255)
 - TTY: 1-800-799-4889
 - Text: Text to 838255 to Get Help NOW
 - Website: <https://www.veteranscrisisline.net/>
 - Resource Locator: <https://www.veteranscrisisline.net/get-help/local-resources>

The effectiveness of the University's prevention programs will be evaluated on an annual basis through a variety of resources, which may include: surveys, questionnaires, individual or group campus meetings, and/or via ex post facto analysis of relevant data and information.

Crime Awareness and Prevention

Bryan University is committed to creating and maintaining a community in which students, faculty, and staff can work and study in an atmosphere free of criminal activities.

New students are provided with information on crime awareness and safety tips during orientation. Campus security measures are discussed in order to make the students aware of the steps and precautions that need to be taken in order for them to protect themselves.

Prevention

Bryan University suggests the following steps to prevent becoming a victim of sexual assault, harassment, theft or vandalism:

1. Lock all vehicle doors when coming to class.
2. Store valuables in the trunk – do not leave them in plain sight.
3. Walk in groups when leaving the buildings after dark.
4. Avoid lingering after class dismissal.
5. Look around outside before stepping out.
6. Have your keys ready to unlock your vehicle.
7. Do not prop open building doors.
8. Report suspicious persons inside campus buildings.
9. Stay aware of your surrounding and avoid distractions from smartphones, headsets and other mobile devices.
10. Be aware of your surroundings, trust your instincts and practice common sense.
11. Be physically and psychologically prepared to defend yourself. By preparing, you will have more options in a confrontation.
12. Do not carry more cash than necessary and limit other valuables that you bring to campus.
13. Do not leave important documents such as bank statements, credit card bills/statements or other personal information in your vehicle. Thieves can use this information to steal your identity and have access your bank and credit card accounts.
14. Never hide a second set of keys in your vehicle. Thieves know all the hiding places.
15. Never leave your car running while unattended, even if you will only be gone for a minute.

Drug and Alcohol Abuse Awareness

In accordance with the Drug-Free Schools and Communities Act Amendments of 1989, Public Law 101-226, Bryan University is hereby declared a drug and alcohol free school and workplace. Students are prohibited from the unlawful manufacture, distribution, dispensing, possession, selling or use of a controlled substance or alcohol anywhere on property belonging to the University including grounds, parking lots, within the building/s or while participating in school-related activities. The institution's Drug and Alcohol prevention program consists of representatives from local agencies presenting materials to staff, faculty and students on the dangers of substance abuse. Materials are also available at the campuses for employees and students.

Standards of Conduct

Rules and regulations of Bryan University clearly prohibit the use of, selling or distributing of any intoxicating beverage or illicit drug while on school premises. In addition, the University prohibits the use, selling or distribution of intoxicating beverages to underage individuals, and it will participate in and enforce local state underage drinking laws, and any related state and federal drug laws.

Applicable Sanctions

Legal sanctions (city/state/federal) may result in fine and/or imprisonment up to life. This website shows a breakdown of possible Federal trafficking penalties issued by the U.S. Department of Justice/Drug Enforcement Administration <http://www.usdoj.gov>.

Health Risks

The illicit use of drugs and prolonged use of alcohol causes inevitable physical and mental deterioration. Symptoms may range from nausea, anxiety, or mental disorientation, to possible convulsions and even death. See http://kidshealth.org/kid/grow/drugs_alcohol/know_drugs.html for Uses & Effects.

Campus Sexual Violence Elimination (SaVE) Act

Domestic Violence, Dating Violence, Sexual Assault or Stalking Awareness

Bryan University will not tolerate domestic violence, dating violence, sexual assault or stalking of any kind.

Domestic Violence means a felony or misdemeanor crime of violence committed by—

- a current or former spouse or intimate partner of the victim,
- a person with whom the victim shares a child in common,
- a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner,
- a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies [under VAWA], or
- 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.

Dating Violence means violence committed by a person—

- who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - the length of the relationship;
 - the type of relationship; and
 - the frequency of interaction between the persons involved in the relationship.

Sexual assault is a general term that includes a variety of actions; rape, acquaintance rape, and other forcible and non-forcible sex offenses.

Consent - A concurrence of wills. The ability of the victim to give consent must be a professional determination by the law enforcement agency.

- Consent is an active agreement, it cannot be coerced

Stalking means engaging in a course of conduct directed at a specific person that would cause a reasonable person to—

- fear for his or her safety or the safety of others; or
- suffer substantial emotional distress.

These activities violate the Bryan University student and employee code of conduct outlined in the catalog and the employee handbook.

Reporting Requirements

The “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act” (formerly the Campus Security Act) requires that all university officials with significant responsibility for campus and student activities report any incident of alleged domestic violence, dating violence, sexual assault and stalking. Survivors must be apprised immediately of this requirement.

- If the survivor does not wish to be identified, a third party report that does not include the survivor’s name may be made.
- While it is the final prerogative of the survivor to make decisions regarding his/her course of action, Bryan University strongly encourages survivors to make a full report to the Executive Director in order to ensure that all resources can be made available, as well as to maintain the widest range of options in which to pursue adjudication of the incident.

Reporting Protocol

- If an assault occurs on campus, the incident should be reported immediately to the Executive Director. The CSA can be available to a victim when reporting a crime to law enforcement if requested.
- If an assault occurs off campus, the incident should be reported immediately in the jurisdiction where the incident occurred. Upon request, campus officials will assist the student, faculty, or staff member in completing a police report with local authorities.
- The individual should immediately obtain medical treatment at an area hospital for injuries, sexually transmitted diseases, and pregnancy. A medical exam to preserve evidence of rape for use in court can be performed, but the exam must be completed as soon as possible. To preserve as much evidence as possible, the victim should be advised not to eat, drink, smoke, bathe, shower, douche, or urinate.
- Any student and/or employee who believes they have been subjected to an assault or believes they have witnessed an assault, should report the incident to the Executive Director immediately. If students and/or employees do not feel comfortable reporting the incident to the Executive Director, or if a situation arises that involves either the Executive Director, a secure email has been established for this purpose. The email address is BUHR@bryanu.edu and is directed to Human Resources. A report will be considered confidential unless further action is necessary. Retaliation of any kind against any employee or student registering a harassment complaint is prohibited.

Action/Notification

- Should a violation of local, state, or federal laws occur within the school, the appropriate legal action will be initiated through the local law enforcement.
- The campus does not sponsor on-campus counseling, mental health , or other student services for victims of domestic violence, dating violence, sexual assault and/or stalking offenses, therefore, the campus will notify all affected persons of the existence of off-campus counseling, mental health, or other services for victims of these offenses. Professional Counselors, if and when deemed appropriate, should inform the person they are counseling of any procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.
 - **Rogers Campus:**
 - Northwest Arkansas Women’s Shelter: 479-246-9999 or 800-775-9011
 - National Organization for Victim Assistance: 1-800-879-6682
 - Rape, Abuse, and Incest National Network: 1-800-656-HOPE
 - Rogers Police Department: 479-636-4141
 - Rogers Police Department: 479-636-4141

- **Springfield Campus (including online division):**
 - **Harmony House Hotline: 417-837-7700 or 800-831-6863**
 - **Victim Center – Rape and Crime: 417-863-7273**
 - **Family Violence Center: 417-837-7700**
 - **Rape, Abuse, and Incest National Network: 1-800-656-HOPE**
- Proceedings shall provide a prompt, fair, and impartial investigation and resolution and will be conducted by campus CSA's.
- The accuser and the accused are entitled to the same opportunities to have others present during disciplinary proceeding;
- The school will change a victim's academic situation after an alleged offense. Changes could include student moving to distance education course delivery, modification of course sequence and/or changing course session;
- If the charges are substantiated, BU's Executive Director will pursue appropriate disciplinary action. Possible action may include, but is not limited to, reprimand, transfer, suspension, or permanent dismissal of the offender based on the seriousness of the offense. If there is strong indication of inappropriate behavior but no conclusive proof, a verbal warning will be issued to the accused party and notification documentation of the complaint and investigation placed in the employee or student file.
- Both the accuser and the accused will be informed of the outcome of any institutional disciplinary proceeding brought regarding an alleged offense at the same time. The institution will disclose the results of any disciplinary proceeding conducted by the institution against a student who is the alleged perpetrator of any crime of violence or non-forcible sex offense to the alleged victim, or next of kin if the victim is deceased.
- For the purpose of this part, the outcome of a disciplinary proceeding means only the institution's final determination with respect to the alleged offense and any sanction that is imposed against the accused, and;
- A student, staff, or faculty member who is found responsible for violating the policy following a final determination of an institutional disciplinary proceeding regarding domestic violence, dating violence, rape, acquaintance rape or other forcible or non-forcible sex offenses and/or stalking is subject to sanctions including but not limited to reprimand/warning, disciplinary probation, suspension, and dismissal.
- If, after completion of an investigation, no substantiating proof of an assault is evident, no further action will be taken.

Sexual Harassment

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct of a sexual nature when:

- Submission is made a term or condition, either explicitly or implicitly, of obtaining an academic or employee advancement.
- Submission to or rejection is used as a factor in decisions affecting an individual's education or employment.
- The conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual's position or creating an intimidating, hostile or offensive environment.

Sexual harassment may include but is not limited to:

- Unwelcome verbal harassment of a sexual nature or abuse.
- Unwelcome pressure for sexual activity.
- Unwelcome, sexually motivated or inappropriate patting, pinching or physical contact.
- Unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt threats concerning an individual's status.
- Unwelcome behavior, verbal or written, or symbols directed at an individual because of gender.
- The use of authority to emphasize the sexuality of a student in a manner that prevents or impairs that student's full enjoyment of educational benefits, climate or opportunities.

Harassment based on disability is defined as any verbal or physical conduct related to an individual's physical or mental impairment.

Unwelcome harassment based on disability occurs when:

- The harassing conduct is so severe, persistent or pervasive it affects a student's or employee's ability to participate in or benefit from an educational program, work environment or activity, or creates an intimidating, threatening or abusive environment.
- The harassing conduct has the purpose or effect of substantially or unreasonably interfering with an individual's work or academic performance.
- The harassing conduct otherwise adversely affects an individual's learning opportunities.

Examples of conduct that may constitute harassment because of disability, include:

- Graffiti containing offensive language derogatory to physical or mental disability.
- Threatening or intimidating conduct directed at another because of physical or mental disability.
- Jokes, rumors or name-calling based upon an individual's physical or mental disability.
- Slurs, negative stereotypes, and hostile acts based on physical or mental disability.
- Graphic material containing comments or stereotypes posted or circulated and aimed at degrading individuals or members of protected classes.
- A physical act of aggression or assault based on an individual's physical or mental disability.
- Other kinds of aggressive conduct such as theft or damage to property motivated by the individual's physical or mental disability.

Reporting Procedures

Any student and/or employee, who believe they have been subjected to harassment or believes they have witnessed harassment, should report the incident to the Executive Director immediately. If students and/or employees do not feel comfortable reporting the incident to the Executive Director, or if a situation arises that involves either the Executive Director, a secure email has been established for this purpose. The email address is BUHR@bryanu.edu and is directed to

Human Resources. A report will be considered confidential unless further action is necessary. Retaliation of any kind against any employee or student registering a harassment complaint is prohibited.

Investigation

The Executive Director and one other person (male/female) will meet with the complainant immediately. The meeting will be conducted objectively, in a sensitive and non-accusatory manner, in an effort to establish the facts. This verbal session will produce written documentation. The accused party will be interviewed as well as any other parties referred by the accused/complainant as having particular knowledge of the situation. All parties will be cautioned as to their personal responsibility to maintain strict confidentiality of the matter. The process of the investigation takes place by communication of both complainant and accused. Three courses of action will be taken:

1. Investigation
2. Determination of Action
3. Notification

Employees/Students questioned in the course of the investigation, including the complainant, will not be adversely affected until a decision or result of their participation in the investigation has been determined.

Action/Notification

If the charges are substantiated, Bryan University's Executive Director will pursue appropriate disciplinary action. Possible action may include, but is not limited to, reprimand, transfer, suspension, or permanent dismissal of the offender based on the seriousness of the offense. If there is strong indication of inappropriate behavior but no conclusive proof, a verbal warning will be issued to the accused party and notification documentation of the complaint and investigation placed in the employee or student file. If, after completion of an investigation, no substantiating proof of harassment is evident, no further action will be taken.

Copies of all complaints of harassment and investigations conducted will be maintained for a period of two years at the main administrative office. The Executive Director will follow up to ensure no further offenses occur and that the complainant is not subjected to retaliation.

A student may appeal any decision if he/she is convinced that:

1. Proper disciplinary procedures were not followed;
2. The decision was not consistent with the nature of the violation or the presented evidence;
3. New evidence surfaced that was unavailable at the hearing.

A student must follow the appeal and grievance procedures as outlined in the Bryan University catalog located at www.bryanu.edu

Sex Offender Registration Information

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, the Greene County Missouri Sheriff’s Department and Arkansas Crime Information Center are providing links to the Springfield, Missouri, and Rogers, Arkansas Sex Offender Registries. These Acts require 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 to of each institution of higher education in the State at which the person is employed, carries a vocation, or is a student. In Springfield, Missouri and Rogers, Arkansas convicted sex offenders must register with the Sex Offender Registry listed below.

Registry information provided under this section shall be used for the purposes of the administration of criminal justice, screening of current or prospective employees, volunteers or otherwise for the protection of the public in general and children in particular. 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.

Greene County, Missouri Sheriff’s Department

http://www.greenecountymo.org/sheriff/sex_offender/

Missouri State Highway Patrol

<http://www.mshp.dps.missouri.gov/MSHPWeb/PatrolDivisions/CRID/SOR/SORPage.html>

Arkansas Crime Information Center

<https://www.ark.org/offender-search/index.php>

Missing Student Policy

Although Bryan University does not provide residential housing which would make a missing persons procedures mandatory, the safety and well-being of our students is still very important to us.

A missing student is defined as any currently registered student at Bryan University who has not been seen by friends, family members or associates for a reasonable length of time, and whose whereabouts have been questioned and brought to the attention of a member of the University community. If you have concerns about the suspicious absence of a fellow student, please contact your campus Executive Director. We will attempt to contact the student, and follow local law enforcement guidelines in filing a missing person report.

Disciplinary Actions

An individual, who violates the School Policy Prohibiting Crime, Sexual Assault & Harassment, and Drugs & Alcohol, will be disciplined up to and including termination. If an incident occurs requiring a disciplinary action by the institution, the Executive Director documents the action and notifies the Senior Management. Any disciplinary actions documented are included in the annual security report published each year with the Annual Security Report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. Depending on the violation or violations, the individual could be referred to local Law Enforcement. Student reinstatement after termination will require reapplication and demonstration that all violations have been corrected. Students could be required to participate in a substance abuse rehabilitation program approved for such purposes by a federal, state, local health department; law enforcement; or other appropriate agency before being allowed to return. Bryan University will work closely with the law enforcement agency and state approved counseling or rehabilitation agencies. Employees in violation of this regulation will be permanently terminated.

Counseling and Treatment Hotlines and Resources

Below is contact information for local and national centers that are available for counseling and treatment.

Rogers Campus:

Alcohol and Drug Helpline: 1-800-559-9503
Betty Ford Center: 877-767-3301
My Life Recovery Center: 877-853-6003
DARE America: 800-223-DARE
Drug Intervention Services: 877-959-3683
National Domestic Violence Hotline: 1-800-799-7233
National Institute on Drug Abuse (NIDA): 301-443-1124
National Organization for Victim Assistance: 1-800-879-6682
Northwest Arkansas Women's Shelter: 479-246-9999 or 800-775-9011
Rape, Abuse, and Incest National Network: 1-800-656-HOPE
Rogers Police Department: 479-636-4141
Substance Abuse and Mental Health Services Administration (SAMHSA): 800-662-HELP (4357)

Springfield Campus:

Harmony House Hotline: 417-837-7700 or 800-831-6863
Sigma House of Springfield: 417-862-3339
Substance Abuse and Mental Health Services Administration (SAMHSA): 800-662-HELP (4357)
Alcoholics Anonymous: 417-823-7125
Victim Center – Rape and Crime: 417-863-7273
Family Violence Center: 417-837-7700
Cocaine Anonymous: 310-559-5833
National Organization for Victim Assistance: 1-800-879-6682
Rape, Abuse, and Incest National Network: 1-800-656-HOPE
Springfield Police: 417-864-1810
Greene County Sheriff: 417-868-4040

Annual Crime Statistics Report

Campus crime, arrest and referral statistics include those reported to the designated campus officials, and local law enforcement agencies. These statistics may also include crimes that have occurred in or on property adjacent to the campus.

	Bryan University 4255 Nature Center Way Springfield, Missouri 65804			Bryan University 3704 W. Walnut Rogers, Arkansas 72756		
	2015	2016	2017	2015	2016	2017
CRIMINAL OFFENSES						
Murder: non-negligent manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offenses - Forcible	0	0	0	0	0	0
Sex Offenses - Non-forcible	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
HATE CRIMES						
Murder: non-negligent manslaughter	0	0	0	0	0	0
• Actual or Perceived Race	0	0	0	0	0	0
• Gender	0	0	0	0	0	0
• Religion	0	0	0	0	0	0
• Sexual Orientation	0	0	0	0	0	0
• Ethnicity	0	0	0	0	0	0
• Disability	0	0	0	0	0	0
• Gender Identity	0	0	0	0	0	0
• National Origin	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
• Actual or Perceived Race	0	0	0	0	0	0
• Gender	0	0	0	0	0	0
• Religion	0	0	0	0	0	0
• Sexual Orientation	0	0	0	0	0	0
• Ethnicity	0	0	0	0	0	0
• Disability	0	0	0	0	0	0
• Gender Identity	0	0	0	0	0	0
• National Origin	0	0	0	0	0	0
Sex Offenses - Forcible	0	0	0	0	0	0
• Actual or Perceived Race	0	0	0	0	0	0
• Gender	0	0	0	0	0	0
• Religion	0	0	0	0	0	0
• Sexual Orientation	0	0	0	0	0	0
• Ethnicity	0	0	0	0	0	0
• Disability	0	0	0	0	0	0
• Gender Identity	0	0	0	0	0	0
• National Origin	0	0	0	0	0	0
Sex Offenses - Non-forcible	0	0	0	0	0	0
• Actual or Perceived Race	0	0	0	0	0	0
• Gender	0	0	0	0	0	0

	Bryan University 4255 Nature Center Way Springfield, Missouri 65804			Bryan University 3704 W. Walnut Rogers, Arkansas 72756		
	2015	2016	2017	2015	2016	2017
• Religion	0	0	0	0	0	0
• Sexual Orientation	0	0	0	0	0	0
• Ethnicity	0	0	0	0	0	0
• Disability	0	0	0	0	0	0
• Gender Identity	0	0	0	0	0	0
• National Origin	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
• Actual or Perceived Race	0	0	0	0	0	0
• Gender	0	0	0	0	0	0
• Religion	0	0	0	0	0	0
• Sexual Orientation	0	0	0	0	0	0
• Ethnicity	0	0	0	0	0	0
• Disability	0	0	0	0	0	0
• Gender Identity	0	0	0	0	0	0
• National Origin	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
• Actual or Perceived Race	0	0	0	0	0	0
• Gender	0	0	0	0	0	0
• Religion	0	0	0	0	0	0
• Sexual Orientation	0	0	0	0	0	0
• Ethnicity	0	0	0	0	0	0
• Disability	0	0	0	0	0	0
• Gender Identity	0	0	0	0	0	0
• National Origin	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
• Actual or Perceived Race	0	0	0	0	0	0
• Gender	0	0	0	0	0	0
• Religion	0	0	0	0	0	0
• Sexual Orientation	0	0	0	0	0	0
• Ethnicity	0	0	0	0	0	0
• Disability	0	0	0	0	0	0
• Gender Identity	0	0	0	0	0	0
• National Origin	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
• Actual or Perceived Race	0	0	0	0	0	0
• Gender	0	0	0	0	0	0
• Religion	0	0	0	0	0	0
• Sexual Orientation	0	0	0	0	0	0
• Ethnicity	0	0	0	0	0	0
• Disability	0	0	0	0	0	0
• Gender Identity	0	0	0	0	0	0
• National Origin	0	0	0	0	0	0
Arson	0	0	0	0	0	0
• Actual or Perceived Race	0	0	0	0	0	0
• Gender	0	0	0	0	0	0
• Religion	0	0	0	0	0	0

	Bryan University 4255 Nature Center Way Springfield, Missouri 65804			Bryan University 3704 W. Walnut Rogers, Arkansas 72756		
	2015	2016	2017	2015	2016	2017
• Sexual Orientation	0	0	0	0	0	0
• Ethnicity	0	0	0	0	0	0
• Disability	0	0	0	0	0	0
• Gender Identity	0	0	0	0	0	0
• National Origin	0	0	0	0	0	0
Larceny- Theft	0	0	0	0	0	0
• Actual or Perceived Race	0	0	0	0	0	0
• Gender	0	0	0	0	0	0
• Religion	0	0	0	0	0	0
• Sexual Orientation	0	0	0	0	0	0
• Ethnicity	0	0	0	0	0	0
• Disability	0	0	0	0	0	0
• Gender Identity	0	0	0	0	0	0
• National Origin	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
• Actual or Perceived Race	0	0	0	0	0	0
• Gender	0	0	0	0	0	0
• Religion	0	0	0	0	0	0
• Sexual Orientation	0	0	0	0	0	0
• Ethnicity	0	0	0	0	0	0
• Disability	0	0	0	0	0	0
• Gender Identity	0	0	0	0	0	0
• National Origin	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
• Actual or Perceived Race	0	0	0	0	0	0
• Gender	0	0	0	0	0	0
• Religion	0	0	0	0	0	0
• Sexual Orientation	0	0	0	0	0	0
• Ethnicity	0	0	0	0	0	0
• Disability	0	0	0	0	0	0
• Gender Identity	0	0	0	0	0	0
• National Origin	0	0	0	0	0	0
Destruction, damage, or vandalism of property	0	0	0	0	0	0
• Actual or Perceived Race	0	0	0	0	0	0
• Gender	0	0	0	0	0	0
• Religion	0	0	0	0	0	0
• Sexual Orientation	0	0	0	0	0	0
• Ethnicity	0	0	0	0	0	0
• Disability	0	0	0	0	0	0
• Gender Identity	0	0	0	0	0	0
• National Origin	0	0	0	0	0	0
ARRESTS						
Illegal weapons	0	0	0	0	0	0
Drug law violations	0	0	0	0	0	0
Liquor law violations	0	0	0	0	0	0

	Bryan University 4255 Nature Center Way Springfield, Missouri 65804			Bryan University 3704 W. Walnut Rogers, Arkansas 72756		
	2015	2016	2017	2015	2016	2017
DISCIPLINARY ACTIONS						
Illegal weapons	0	0	0	0	0	0
Drug law violations	0	0	0	0	0	0
Liquor law violations	0	0	0	0	0	0

Students may also access the Campus Safety and Security Data Analysis Cutting Tool made available to them by the Office of Postsecondary Education of the U.S. Department of Education at: <http://ope.ed.gov/security/>. This analysis cutting tool was designed to provide rapid customized reports for public inquiries relating to campus crime and fire data. The data are drawn from the OPE Campus Safety and Security Statistics website database to which crime statistics and fire statistics are submitted annually, via a web-based data collection, by all postsecondary institutions that receive Title IV funding (i.e., those that participate in federal student aid programs). This data collection is required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and the Higher Education Opportunity Act.

Revised Crime Classification: Burglary vs. Larceny: An incident must meet three conditions to be classified as a Burglary.

- There must be evidence of unlawful entry (trespass). Both forcible entry and unlawful entry – no force are counted.
- The unlawful entry must occur within a structure, which is defined as having four walls, a roof, and a door.
- The unlawful entry into a structure must show evidence that the entry was made in order to commit a felony or theft. If the intent was not to commit a felony or theft, or if the intent cannot be determined, the proper classification is Larceny.