



Annual Jeanne Clery and Fire Safety Report for 2013



Presented by:
Morehead State University Police Department – Division of Student Life

100 Laughlin Health Building
Morehead, KY 40351
606-783-2035
police@moreheadstate.edu
www.moreheadstate.edu/police
www.facebook.com/msupd
Twitter: @MSU_POLICE

Affirmative Action Statement

Morehead State University is committed to providing equal educational opportunities to all persons regardless of race, color, national origin, age, religion, sex, sexual orientation, disabled veterans, recently separated veterans, other protected veterans, and armed forces service medal veterans, or disability in its educational programs, services, activities, employment policies, and admission of students to any program of study. In this regard the University conforms to all the laws, statutes, and regulations concerning equal employment opportunities and affirmative action. This includes: Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Executive Orders 11246 and 11375, Equal Pay Act of 1963, Vietnam Era Veterans Readjustment Assistance Act of 1974, Age Discrimination in Employment Act of 1967, Sections 503 and 504 of the Rehabilitation Act of 1973, Americans with Disabilities Act of 1990, and Kentucky Revised Statutes 207.130 to 207.240. Vocational educational programs at Morehead State University supported by federal funds include industrial education, vocational agriculture, business education, and the associate degree program in nursing. Any inquiries should be addressed to: Affirmative Action Officer, Morehead State University, 301 Howell-McDowell, Morehead, KY 40351, 606.783.2097.

The Campus Security Act – Purpose of the Jeanne Clery Act

The Campus Security Act requires colleges and universities to:

- Publish an annual report every year by October 1st that contains three years of campus crimes statistics and certain campus security policy statements.
- Disclose the crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. These statistics must be collected from the University Police Department, local law enforcement agencies and other University officials who have “significant responsibilities for student and campus activities”.
- Must provide “Timely Safety Alerts” of those crimes that have occurred and pose an ongoing threat to the students and employees of Morehead State University.
- Disclose a Daily Crime Log of any crime that occurred on campus, or within the patrol jurisdiction of the campus police department.

The Annual Campus Security Report – Introduction

The Morehead State University Police Department has sole responsibility for preparing and distributing the Annual Jeanne Clery & Fire Safety Report in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, with the assistances from the Assistant VP/Dean of Students, Vice President for Student Life, Director of Housing and Residence Education, and all others who are classified as “Campus Security Authorities”. We strongly encourage members of the Morehead State University community to use this report for safe practices on and off campus. This report is also available on the web at www.moreheadstate.edu/police.

Distribution of the Campus Security Report

Each year, a notice; usually a mass e-mail, is provided to all current students, faculty and staff that informs them that the previous year’s campus crime statistics information is available. The notice will provide a web site to access this report. Hard copies of the report may be obtains at the Morehead State University Police Department at 100 Laughlin Health Building or by calling (606) 783-2363.

The Morehead State University Police Department – Who we are

The Morehead State University Police Department consists of the Chief of Police, Assistant Chief of Police, one Police Lieutenant, three Police Sergeants, ten Police Officers, six certified Police Telecommunicators, two Parking & Traffic Assistants and two administrative support personnel. We are available 24 hours a day, 365 days a year and will respond immediately to your location. Response time may be affected by various locations, the number and location of available personnel and/or their involvement at the time a report is received. State certified sworn officers patrol the campus on foot, bicycle, Segway's and in state identified law enforcement vehicles. The Morehead State University Police Department 911 Telecommunications Center is staffed 24 hours a day with state certified 911 Dispatcher who work overlapping shifts to ensure coverage around the clock.

The Morehead State University Police Department – Mission Statement

The mission of the Morehead State University Police Department is to preserve and protect the rights of citizens in the University community to live, work and learn in an environment conducive to the discovery of knowledge, and the pursuit of intellectual, creative, ethical and technical development. This is to be achieved by providing police services dedicated to the preservation of order, protection of all students, faculty, staff and the general public. Prevention of crime and physical security of facilities and recourses dedicated to the educational process.

Police Authority, Jurisdiction and Mutal Aid

Morehead State University Police Department is a public safety and security department organized in accordance with KRS 164.950 – KRS 164.980. Its police officers are Public Peace Officers Conservators of the Peace, serving at the pleasure and appointed by the Morehead State University Board of Regents. In accordance with KRS 164.955, Morehead State University Police Officers have general police powers. The police officer possesses all of the Common Law and Statutory powers, privileges and immunities of Sheriffs.

Morehead State University Police Officers exercise police powers upon any real property owned or occupied by the institution, including streets passing through and adjacent thereto. The powers may be exercised in a county of the Commonwealth where Morehead State University owns or occupies property. In addition, Morehead State University Police Officers have jurisdiction in Rowan County in accordance with an agreement signed by the Sheriff of Rowan County as provided for in KRS 164.955. Morehead State University Police Officers have jurisdiction to conduct investigations anywhere in the Commonwealth, provided such investigations relate to criminal offenses which have occurred on property controlled by Morehead State University.

Morehead State University Police Officers must successfully complete a basic police training course approved by the Kentucky Law Enforcement Council. In addition, each year a police officer must complete a forty-hour-in-service course approved by the Kentucky Law Enforcement Council.

Morehead State University Police Officers assist and cooperate with other law enforcement agencies and officers within the surrounding areas of Morehead State University property. The Morehead State University Police Department provides and received aid and assistance in accordance with the mutual aid policy of the University. The City of Morehead Police provides information concerning crimes at off-campus locations involving students and student originations. On-campus jurisdiction is shared with the Kentucky State Police, Rowan County Sheriff and the Morehead City Police Department.

Timely Warnings/Safety Alerts

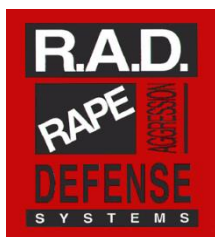
The Morehead State University Police Department is designed to inform the University community in a timely manner of crimes committed on campus and heighten safety awareness as well as request information that will assist University Police and local police departments in arresting and convicting the perpetrator when crimes have been committed against persons or property.

When a crime that represents a threat to the safety of the members of the University community is reported to the University Police or the local police department, the University Police Department will issue a Campus Crime Alert. Every attempt will be made to issue the alert within 24 hours of the incident being reported, however, the release of the alert is subject to the availability of facts concerning the incident. The alert will be distributed through a network of on-campus offices, buildings and residence halls and via the MSU website at www.moreheadstate.edu

Daily Crime Log

The Morehead State University Police Department maintains a Daily Crime Log of all reported crimes, which is updated on a daily basis. The log includes the nature, date and time reported, and general location of each crime reported to our department. The University Police Department's Daily Crime Log contains information on all crimes and arrests, which occur on campus property and its geographical area of responsibility in accordance with federal laws. The Daily Crime Log is available 24 hours a day to review at our main office, located at 100 Laughlin Health Building and available on the web at www.moreheadstate.edu/police. The University Police Department strongly recommends that you remain alert and aware of what is going on around you, and remain security conscious and involved. If you see or hear something suspicious, please report the situation immediately. Thefts and other violations do at times occur. However, all of us can reduce the risk by thinking about our personal safety and taking practical precautions.

Crime Prevention and Awareness Programs



The Morehead State University Police Department offers the Rape Aggression Defense program. This self-defense class, designed specifically for women, is a national recognized course that gives women the skills they need to prevent and survive a violent attack. The University Police Department officers a RAD program each semester with two certified RAD instructions. Please visit the University Police Department for more information about course scheduling.



The Morehead State University Police Department maintains and controls Emergency Phones in various locations throughout the campus. The Emergency Phones may be used for any emergency situations, information, or for requesting the evening shuttle van. After the button has been pushed, one of our certified Police Dispatchers will answer and take any necessary action to assist you. If there is no reply to the 911 Telecommunications Center after the phone has been activated, a Police Officer will be sent to check the area for a reason for the activation.

Notification to the University Community

All currently enrolled students and employees are encourages to register their cell phones for emergency text messages through the e2campus programs, located at: <http://www.moreheadstate.edu/e2campus/>



In the event of an emergency (including weather and safety alerts), Morehead State University will utilize a number of communications tools and strategies to communicate with the campus community. Depending upon the nature of the announcement, any or all of the following methods may be used:

- Text messaging and e-mail alert system (e2campus); sign up is voluntary but is strongly recommended.
- Mass campus e-mail
- Campus-wide voicemail
- Posting on University Web site and portals
- Radio, TV and other media outlets, including Morehead State Public Radio
- Campus TV override announcements
- Digital information system/digital signs
- Posted printed notices in residence halls and in administrative/academic buildings.

Evening Shuttle Service

To promote safety after dark, the University Police Department provides uniformed student cadets to drive the evening shuttle van to parking lots or vehicles, depending upon the availability of resources. Students, faculty and staff who need this service should call the main office number at (606) 783-2035, (606) 783-8747 (3-TRIP) or **911** from any emergency phone. Escorts to an off campus location will only be provided in the event of an emergency situation or other mitigating circumstances with the approval of the Chief of Police. We also recommend that you use the “buddy system”, organize groups and walk together to your destination. These small measure can make a big different in your personal safety.

Sex Offender Registry

In accordance with 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 Morehead State University Police Department provides a link to the Kentucky State Police Sex Offender Registry. The Kentucky State Police has full responsibility for maintaining this registry. To access the registry, visit <http://www.kentuckystatepolice.org/sor.htm>

Campus Map

Morehead State University’s campus map is available on-line to view. If you would prefer to have a hard copy of this map, you may stop by the Morehead State University Police Department between the hours of 8:00 am – 4:30 pm, or you may print this map from the web at www.moreheadstate.edu/campusmap. Visitors are required to obtain a Visitor’s Pass, at no charge, when visiting the campus. These passes may be obtains at the University Police Department, Howell-McDowell Administration Building and the Adron Doran University Center.

Lost and Found

Lost & Found property can be turned over to the nearest uniformed officer on duty or brought directly to the University Police Department. Inquires about lost and found property should be made at the Laughlin Health Building, room 100. Lost articles will be kept for a period of at least 90 days depending on the value of the item.

Reporting a Crime Anonymously

Individuals with any information that may lead to the conviction or arrest of a suspect(s) are urged to contact the Morehead State University Police Department **immediately**. You may do this anonymously by calling our anonymous tip line at (606) 783-2111 or by visiting our web site at www.moreheadstate.edu/police and clicking on “Anonymous Tip”. All information will remain confidential with the Morehead State University Police Department.

Morehead State University Regional Campuses

If you are a current Morehead State University student and attend classes at any of the following regional campuses and you need to report a crime or emergency, do so by contacting local law enforcement agencies.

- Morehead State University at Ashland Regional Campus
Ashland City Police Department: (606) 327-2020
- Morehead State University at Jackson Regional Campus
Jackson City Police Department: (606) 666-2424
- Morehead State University at Mt. Sterling Regional Campus
Mt. Sterling City Police Department: (859) 498-8720
- Morehead State University at Prestonsburg Regional Campus
Prestonsburg City Police Department: (606) 886-1010
- Morehead State University at West Liberty Regional Campus
West Liberty City Police Department: (606) 743-4385

Morehead State University Statement of Compliance as a Drug-Free Institution

Morehead State University is committed to providing a healthy and safe environment for its students, faculty and staff. The University has defined conduct in relation to the possession, use, dispensation, distribution, or manufacture of alcohol and/or other drugs. Conduct which is violate of this definition poses unacceptable risks and disregard for the health, safety and welfare of members of the University community and shall result in disciplinary action up to and including suspension or termination.

As a recipient of federal grants and contracts, Morehead State University gives this notice to students, faculty and staff that it is in compliance with and shall continue to be in compliance with the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendment of 1989. Students, faculty and staff are herein notified of the standards of conduct which shall be applicable while on Morehead State University property, on University business, and/or at University sponsored activities.

Alcohol/Other Drugs Policy

No student or visitor shall have in his or her possession or consume alcoholic beverages in public or on University-owned or controlled grounds or exhibit drunken behavior on University-owned or on controlled property, except at events as pre-approved by the President and in accordance with state licensing requirements. The use, possession, transfer, or sale of drug paraphernalia, marijuana, controlled and/or illegal substance on University-owned or controlled property, including residence halls is prohibited.

Weapons Policy

The Morehead State University Deadly Weapons on Campus Policy sets forth the University's prohibitions as it relates to weapons on campus. In Kentucky Revised Statute §237.115, the Kentucky General Assembly explicitly recognizes the authority of the University to control the possession of deadly weapons on any property owned, leased or controlled by the University,

including the right to prohibit possession of such weapons by any person or entity using University property or premises.

For purposes of this policy, “deadly weapon” means:

- A weapon of mass destruction;
- Any weapon from which a shot, readily capable of producing death or other serious physical injury, may be discharged;
- Any knife other than an ordinary pocket knife;
- Billy, nightstick, or club;
- Blackjack or slapjack;
- Nunchaku karate sticks;
- Shuriken or death star; and,
- Artificial knuckles made from metal, plastic, or other similar hard material.

The Kentucky Supreme Court issued an opinion in *Mitchell vs. University of Kentucky* defining the parameters of an institution’s ability to control weapons on its campus. To comply with expressed legal mandates set forth in the opinion, a comprehensive campus weapons policy is recommended.

Possession, concealed or otherwise, use or storage of deadly weapon as defined above such as firearms, explosives, dangerous chemicals or other dangerous weapons or the brandishing of any weapon or any other object in a menacing or threatening manner is strictly prohibited on any property owned, leased, operated, or controlled by Morehead State University, including University housing and University vehicles.

The following are exceptions to this policy:

- Possession of deadly weapons by peace officers acting in the course of official duties;
- Possession of deadly weapons as a part of legitimate academic, athletic, or work-related activities (e.g., historical preservation, law enforcement training, ROTC activities, rifle team, etc.);
- Possession of a knife as part of a legitimate cutlery set (or individual piece of cutlery) as may be reasonably necessary by the possessor for food preparation;
- Possession of a deadly weapon by a person licensed to carry a concealed deadly weapon pursuant to KRS 237.110, if the firearm is contained in his or her vehicle and is not removed from the vehicle (KRS 527.020(4));
- Possession of a deadly weapon if it is located in a non-University motor vehicle and in an enclosed container, compartment, or storage space installed as original equipment in the motor vehicle by its manufacturer, including but not limited to a glove compartment, center console, or seat pocket, regardless of whether said enclosed container, storage space, or compartment is locked, unlocked, or does not have a locking mechanism (KRS 527.020(8));

- Possession of a deadly weapon by persons who are specifically authorized by KRS 527.020 to carry concealed deadly weapons on or about their persons at all times and at all locations within the Commonwealth. Such persons include but are not limited to: Commonwealth's Attorneys, judges of the Court of Justice, conservations officers of the Department of Fish and Wildlife, elected sheriffs, and peace officers from other jurisdictions. For a complete listing of persons authorized to carry concealed deadly weapons within the Commonwealth and the conditions for which the carrying of the deadly weapon is authorized, see KRS 527.020;
- Possession of deadly weapons by a person specifically authorized in writing to have such possession by the President, or his or her designee, but only if such person fully complies with any and all restrictions imposed upon such possession by the President, or his or her designee. Authorization for possession shall be for a time certain, but in no case longer than six months unless specific written authorization is again obtained.

Students who possess deadly weapons in violation of this prohibition are guilty of violations of the Student Conduct Code and are subject to disciplinary action under that Code, including expulsion from the University, and all other appropriate legal actions. Faculty and staff employees who possess deadly weapons in violation of this prohibition are guilty of misconduct and subject to corrective action under the appropriate University Policy, including termination of employment and all other appropriate legal actions. Others who possess deadly weapons in violation of this prohibition shall be directed to remove their weapons or themselves from the University's property or premises and shall be subject to all other appropriate legal actions.

When a Sexual Assault Occurs

The victim should take one of the following actions *immediately*:

Report to the Morehead State University Police Department by calling 911, the Morehead City Police or the Kentucky State Police as appropriate.

Seek Medical Attention at the Caudill Health Clinic on campus, or at St. Claire Regional Medical Center or through EMS (911). Tests are administered that will alleviate fears about sexually transmitted diseases and pregnancy. Evidence will be collection which can be used if the victim chooses to prosecute.

Contact a Crisis Counselor by calling the University Counseling Center at (606) 783-2123 or after hours by calling the Morehead State University Police Department at (606) 783-2035 or 911 and request to speak with a crisis counselor. A crisis counselor will be able to provide immediate psychological support and refer the victim for medical attention. Additional support will be provided should the victim choose to report the crime to a law enforcement agency.

Statements to Victims of Sexual Assaults

1. *We will treat you and your particular case with courtesy, sensitivity, dignity, understanding, and professionalism.*
2. *If you feel more comfortable talking with a female or a male officer, we will do our best to accommodate your request.*
3. *We will meet you privately, at a place of your choice in this area to take a complaint report.*
4. *We will consider your case seriously, regardless of your gender or the gender of the suspect.*

5. *Our officers will not prejudge you and you will not be blamed for what occurred.*
6. *We will assist you in arranging for any hospital treatment or other medical needs.*
7. *We will assist you in privately contacting a counselor and/or other available resources.*
8. *We will fully investigate your case and will help you to achieve the best outcome. This may involve arrest and full prosecution of the suspect responsible. You will be kept up-to-date on this progress of the case.*
9. *We will continue to be available for you, answer your questions, explain the systems and process involved, and be a willing listener.*

Counseling and Health Services

Victims of a sexual assault, who are MSU students, are eligible to the services at the Office of Counseling and Health Services, located on the first floor of Allie Young Hall. This Caudill Health Clinic is open 8:00 am – 5:00 pm, Monday through Friday during the fall and spring semesters. Hours of operation at other times are 8:00 am – 4:30 pm, Monday through Friday.

Sexual Assault Policy

Morehead State University will not tolerate sexual offenses in any form. Where there is probable cause to believe that University regulations prohibiting sexual offenses have been violated, campus disciplinary action can be pursued. Campus disciplinary action can include suspension or dismissal from the University.

If the victim chooses not to prosecute, the University can pursue disciplinary action at the request of the victim. It should be remembered that Morehead State University has an obligation to uphold the laws of the larger community of which it is a part.

While the activities covered by the laws of the larger community and those covered by MSU's Code of Student Conduct may overlap, it is important to note that the community's laws and MSU's Code of Student Conduct operate independently and that they do not substitute one for another. Morehead State University may pursue enforcement of its own rules whether or not legal processing are underway or may use information from a third party source, such as law enforcement agencies and the courts, to determine whether University rules have been broken.

At the request of the victim, MSU will make every reasonable effort to change a victim's academic and living situation after an alleged sex offense. The victim will be notified of these options by University officials in the reporting and counseling process.

SART (Sexual Assault Response Team)

Counseling and Health Services at Morehead State University will be home to the Sexual Assault Response Team. Dr. Brenda Wilburn, APRN, and licenses Sexual Assault Nurse Examiner (SANE) are working with Police Chief Matt Sparks and Pathways to provide a comfortable, safe environment for victims. Sexual assault examination and counseling services from licenses therapists are available for students, faculty and staff on campus. The services provided by the Health Clinic are free of charge and are available 24 hours a day. The Sexual Assault Response Team consists of law enforcement, victims advocate and a health care professional. The health care professional has been licenses as a sexual assault nurse examiner and can perform physical examinations and forensic-medical examination if necessary. Victims have the right to determine whether to report the assault to law enforcement, except when reporting abuse and neglect of a child, souse and other vulnerable adult as set forth in Kentucky law. No victim shall be denied an examination because the victim chooses not to file a police report, cooperate with law enforcement, or otherwise participate in the criminal justice system.

If the victim decided to prosecute (which is not required), a prosecutor will also be a part of the SART. All services are confidential. There are also free services available through the rape advocacy office at Pathways at (606) 784-4161. To learn more about the resources for victims of sexual assault in Kentucky, visit <http://kyasap.brinkster.net/>. To request a sexual assault exam, call (606) 776-0076 or for more information contact (606) 783-2123.

Monitoring & Recording Off-Campus Criminal Activity

The Morehead State University Police Department does not have a current policy regarding monitoring and recording student off-campus criminal activity through local police agencies, including student organizations with off campus housing.

Campus Safety, Facility Access and Security Policies

Morehead State University has established the following policies and procedures to enhance the security of the campus community:

- Academic and administrative buildings have normal operating business hours posted on entrances. Persons remaining after the posted hours must have appropriate identification and authorization. Faculty and staff members are permitted within facilities 24-hours per day.
- Faculty and staff will be required to show their Medeco key and a University ID card when so requested by a member of the Morehead State University Police Department. Students must obtain the approval of the department Chairperson and possess an approved "After Hour Facility Utilization Authorization Slip". Students must have their copy of the slip and a valid University ID card in their possession and present same upon request. Residence halls normally permit entry through the main entrance and require key access after midnight Sunday-Thursday and 2:00 am on weekends.
- The Morehead State University Police Department employs student workers as Student Cadets to enhance residence halls security by randomly patrolling campus during the hours of midnight until 4:00 am.

- Uniformed Security Personnel check security related issued including the security of doors and public areas. Anyone present in a residence hall may be asked to show a MSU ID card to prove residency and their right to use the facilities. Failure to produce proper identification upon request of residence hall staff, Morehead State University Police Department or any Morehead State University staff member may result in disciplinary action.
- Unauthorized person are not permitted in residence halls and should be reported to the residence hall staff or the Morehead State University Police Department by calling (606) 783-2035. If you believe a crime has been or is about to be committed, contact the Morehead State University Police Department immediately. Specific guest and visitation policies are contained in the *Eagle Handbook* for students.
- Campus safety and security surveys will be conducted twice annually (normally in May and September). The Chief of Police and the Director of Risk & Compliance, or their designed representatives, shall make a campus survey at night to determine lighting adequacy and needs.
- They will accomplish the survey on foot and make every effort to observe all possible route used by the University community, including parking lots. A list of needs will be identified to the Vice President of Administration and Fiscal Services for forwarding to the Vice President for Facilities Management. This survey will also cover shrubs, sidewalks and other issues impacting the overall safety and security of the campus.

Missing Person Policy & Procedures

The following procedures will be implemented prior to and when a student living on campus is determined to be missing in accordance with the Higher Education Opportunity Act of 2008:

Student Notification

On an annual basis, all students living in campus housing facilities will be informed of their right to identify a person as a confidential contact in the event the student is reported as a missing person. In addition, off-campus students may use established methods to identify a person as a confidential contact in the event the student is reported as missing person. The Assistant Vice President/Dean of Students or designees will notify the confidential contact no later than 24 hours after the time a student has been classified as missing by the Morehead State University Police Department.

If a student does not identify a confidential contact, designated University personnel may contact parents/guardians as deemed necessary and/or appropriate if the student is classified as missing by the Morehead State University Police Department.

Registration

Students who wish to submit information related to a confidential contact may do so by following the directions outlined via the student portal and distributing by housing staff members.

Definition of a Missing Person

A student will be defined as “missing” when a report has been made with the Morehead State University Police Department, they have investigated the circumstances and validity of the allegation, and they determine a student should be classified as a missing person.

Contact Notification

If a student has been classified as a missing person by the Morehead State University Police Department, the Assistant Vice President/Dean of Students or designee will communicate with the confidential contact person within a 24 hour period.

For non-emancipated students under the age of 18, the Assistant Vice President/Dean of Students or designee will notify a custodial parents or guardian (as listed in official University records) no later than 24 hours after the time a student has been classified as missing by the Morehead State University Police Department.

The classification of a student as missing may activate the Emergency Operations Plan and result in the notification of other personnel as designated by established University protocol.

Information Accuracy

Once a student submits the name of a contact, he/she is responsible for providing information updates as appropriate or necessary via e-mail at missingperson@moreheadstate.edu

Procedures

- Any allegations that a student is missing must be immediately reported to the Morehead State University Police Department (606) 783-2035.
- The Morehead State University Police Department will conduct an investigation to determine the credibility of the allegations and if the student should be classified as a missing person.
- If a student is classified as a missing person, the Morehead State University Police Department will contact the Assistant Vice President/Dean of Students.
- Within a 24 hour time period, the Assistant Vice President/Dean of Students or designee will attempt to communicate with the confidential contact or parent/guardian via telephone. If the Assistant Vice President/Dean of Students or designee is unsuccessful in communicating via telephone, an e-mail message will be sent to the confidential contact or parent/guardian. If an e-mail is sent, the Assistant Vice President/Dean of Student or designee will continue to call the confidential contact or parents/guardian until successful.
- Questions related to this policy should be directed to the Assistant Vice President/Dean of Students via e-mail (missingperson@moreheadstate.edu) or telephone at (606) 783-2014.

Fire Safety Policy

Morehead State University emphasizes the important of fire safety and fire prevention to all residents. All residential facilities with the exception of the University Farm are equipped with automatic fire suppressing systems that will activate in the event of a fire. Additionally, all residential facilities are equipped with smoke detector systems. Each residence hall has emergency procedures, which students should know. Emergency evacuation procedures are posted for each residence hall, and fire drills are held each semester to keep residences familiar with the process. For everyone's safety, students must cooperate completely with the staff when an evacuation occurs. Because of the serious nature of fire, the following regulations are necessary:

- A person who pulls a fire alarm or falsely reports an emergency to police or the fire department will be punished under the Kentucky Revised Statute 512.040. If convicted of this Class B misdemeanor, it means up to a \$500 fine and/or 90 days in jail.
- Students must follow emergency evacuation procedures.
- Due to fire hazards, students may not possess or burn candles, incense, etc., except in connection with a hall program, which required prior approval from the residence hall director.
- Flammable fluids may not be used or store in the residence halls.
- No loft construction or overstuffed furnishings are permitted.
- Torchere-style halogen lamps manufactured prior to March 1997 are not permitted in residence halls. Halogen lamps manufactured after March 1997, which meet the Underwriter's Laboratories (UL 153) safety standards, are permitted for student use in residence halls.
- Items such as clothes hangers, decorations, etc. must not be placed on the sprinkler device in the residence hall room. Doing so can activate the sprinkler system, resulting in water damage.

Appliances

Because more than one residence hall room/apartment share the same circuit, there is a possibility of an electrical overload; students should be considerate and conscious of the number and frequency of appliances they use. Students should also limit the number of extension cords used in a room. Microwave ovens (700 watts maximum) and student owned refrigerators with a size capacity of 4.5 cubic feet are permitted (one per room). Small hand appliance, such as coffee pots, blenders, mixers, crock pots, grills (Like the George Foreman Grill) and other personal care appliance are permitted in rooms. These appliances should have enclosed heating elements and the Underwriters Laboratory approval.

When using a cooking appliance, students must always be in the room and appliances must be turned OFF before leaving the room in order to prevent fires. Electric skillets are not included in this category and are not permitted in residence halls. Residents may have a television with a power usage limitation of 1.6 amps or 175 watts or less. No appliances with open heating elements are permitted in residence halls. During fire and safety inspections, University officials will require the removal of prohibited appliances or materials. Also, sun lamps and personal air conditioners are not allowed.

Tobacco

In accordance with University Policies, the use of tobacco products in any University residential facility is prohibited. Students found in violation of University and/or residence hall policies and regulations can expect appropriate disciplinary measures to be imposed. Disciplinary measures for violations include community restitution assignments, education programming assignments, residence hall dismissal, loss of visitations, or other appropriate sanctions. Students who are found in violation of residence hall policies and are issued the sanction of dismissal from the residence hall will forfeit residence hall fees.

Tobacco Policy

In an effort to promote healthy employees and a healthy environment, Morehead State University implemented UAR 902.01 in the summer of 2011. Specifically, UAR 902.01 prohibits the use of all tobacco products on University owned or controlled property. This policy is in effect for all persons, at all times, who are attending classes, working, living, visiting, attending/participating in athletic events, programs, and all activities and programs on University owned, leased, or controlled property and in campus owned, leased, or rented vehicles. This includes University property outside the main campus such as farm facilities, golf courses, art galleries, parking lots, performance venues, and sporting venues, and functions that are held in these facilities and venues.

While Morehead State University remains committed to maintaining a healthy campus environment and encouraging members of the campus community to engage in healthy behaviors there are two designated tobacco use areas for the campus. This has become necessary as members of the University community have not respected private and city property adjacent to the campus, portraying a less than positive image of Morehead State University to our neighbors, visitors, and guests.

Two areas have been developed as designated tobacco use areas. ***It is in these areas only that tobacco use will be permitted.*** The areas have seating and receptacles for the proper disposal of trash and tobacco waste.

The locations are:

- On the west end of campus - the concreted area in the backyard of the faculty house on the corner of Second Street and Battson-Oates, across Second Street from Lappin Hall. This area is accessed from Second Street. Stairs enter the yard from the south side of the Second Street sidewalk. Gravel will designate a walkway to the tobacco use area until concrete can be poured as weather allows.

- In the east-central area of campus – an area on the west side of the faculty parking lot behind Baird Hall at the end of the fenced area housing the AC unit. The area will be restricted to the paved surface in order to maintain the existing green space bordering the parking area.

Violators of the Tobacco Use Policy are subject to fines and progressive disciplinary actions. Alleged violations which involve employees will be addressed through the Office of Human Resources and appropriate supervisory personnel. Alleged violations which involve students will be addressed by the Assistant Vice President/Dean of Students as outlined in the on-line version of the *Eagle Student Handbook* (See “*Scope of Authority*”, page 27 and “*SCC 3200*”, pages 68-69).

It is expected that all MSU faculty, staff, and students will adhere to and assist in the enforcement of the University Tobacco Use Policy. Tobacco use must be confined to the designated areas. Individuals who utilize the designated areas should be mindful of cleanliness, disruptions, and University image. Individuals should use proper receptacles to dispose of all tobacco waste, garbage, etc... In addition, designated tobacco use areas should not be utilized in a manner which could cause disruption to others (i.e. amplification of music, etc...) or create a negative image for the University (i.e. littering, obstruction of pedestrians or vehicles, etc...).

Violations of the University Tobacco Policy should be reported to the Office of Human Resources (employees) and the Assistant Vice President/Dean of Students (students).

Reporting Violations of the MSU Tobacco Policy

It is expected that all MSU faculty, staff, and students will adhere to, and assist in the enforcement of UAR 902.01 (Tobacco Use Policy). Individuals who witness violations of UAR 902.01 are expected to file a report with the Office of Human Resources (employees) or the Assistant Vice President/Dean of Students (students).

Confronting others regarding behaviors that are contrary to University policies can be a difficult task. However, it is a critical element of the educational environment in which we live and work. The following is an outline of how faculty, staff, and students should address violations of UAR 902.01:

If you are a direct witness to the behavior:

- Initiate a conversation with the person by introducing yourself.
- Ask the individual if s/he is an employee or a student.
- If the person answers in the affirmative, ask him/her if s/he is aware of the campus Tobacco Policy.
- If the individual states that s/he is not aware, share that MSU is a tobacco-free campus.
- If the person is an employee or student, ask him/her to provide his/her name and ID number.
- If the person refuses to cooperate, call MSUPD (783-2035)
- If the person is not an employee or student, ask him/her to provide his/her name.
- Share with the person that we have two designated tobacco use areas on campus.
- If the person is an employee, share the information with the Office of Human Resources.
- If the person is a student, or has no connection to MSU, share the information with the Assistant Vice President/Dean of Students (k.koett@moreheadstate.edu).

If you are not able to address the behavior in person:

An example of this would include seeing a person smoking in a non-designated zone while driving in your car. You would not stop to confront the person; however, you are still encouraged to report your observation.

- If you know the name of the person, and s/he is an employee, share the information with the Office of Human Resources.
- If you know the name of the person, and s/he is a student, share the information with the Assistant Vice President/Dean of Students (k.koett@moreheadstate.edu).
- If you know nothing about the person, share the information with the Assistant Vice President/Dean of Students (k.koett@moreheadstate.edu).

Consequences of Violating the Tobacco Use Policy

Alleged violations of UAR 902.01 will be addressed by the Office of Human Resources (employees) and the Assistant Vice President/Dean of Students (students) using established University policies and protocol. Students found to be in violation of UAR 902.01 are subject to the following sanctions:

- First Violation - \$25.00 Fine
- Second Violation - \$50.00 Fine
- Third Violation - \$100.00 Fine

In addition to the aforementioned fines, students may be required to complete other sanctions as outlined in the on-line version of the *Eagle Student Handbook*. Employees found to be in violation of UAR 902.01 are subject to the following sanctions: Individuals will meet with their supervisors and/or the Office of Human Resources to determine an appropriate course of action. Each alleged incident, and subsequent decision, will be documented in the personnel file of the employee as maintained by the Office of Human Resources.

Fire/Arson

If any staff member sees anything that has been burned or sees a student light something on fire anywhere on the MSU campus, this is considered arson. Please contact the University Police Department immediately and block off the area. If no students are around, the University Police Department will confiscate the burned property.

If the student(s) who lit fire to the object is/are still around, do not let the student(s) leave the scene. Arson is a federal offense and is grounds for arrest and possible dismissal from MSU.

Fire Alarms

In the events of a fire alarm all RA's whether on-duty or not should immediately report to the front office of their assigned building. If the supervisor of the building is not present, the Housing Response Team should be called for assistance. RA's should put their name tag on and an emergency vest so emergency response personnel will know they are a resource person who can assist with the evacuation of the building. Residents will need to exit the building and report to their assigned evacuation point.

The supervisor of the building or the HRT will access the black box that stores the master keys and will issued the keys to staff. Once the fire department has given the ok to the building supervisor, RA's will go to each floor and check rooms in a fast but thorough manner. RA's should do a visual sweep of the room once they have entered and make a note of any policy violations that are seen. The RA should not be opening closets/drawers, etc. If a student is found in a room the RA should document his/her name and send the student to the lobby.

All staff members should lock the resident's room once the room has been checked. Once all rooms have been cleared, the RA should return to the lobby and give the master keys back to the professional housing staff member who is there to assist. At the conclusion on the fire alarm, RA's should remain at the front desk to assist students with any lock outs that may have results from the fire alarm. Lockouts should not be assessed to the student at this time. Evacuation locations; each residence hall has a designated area where residents should report to when there is a fire alarm. Residents of the floor should be informed of the reporting location during the first floor meeting. Do not post the location on your floor or in the building.

Statistics for 2013 Calendar Year

Residence Hall	Number of Fires	Cause of Fire	Number of Deaths	Number of Injuries	Property Damage
Alumni Tower	0	0	0	0	0
Butler Hall	0	0	0	0	0
Cartmell Hall	*	0	0	0	0
Fields Halls	0	0	0	0	0
Thompson Hall	0	0	0	0	0
Cooper Hall	0	0	0	0	0
East Mignon Hall	0	0	0	0	0
Mignon Hall	0	0	0	0	0
West Mignon Hall	0	0	0	0	0
Nunn Hall	0	0	0	0	0
Eagle Lake Apts.	0	0	0	0	0
Mays Hall Apts.	0	0	0	0	0
Normal Hall Apts.	0	0	0	0	0

* MSUPD Incident# 2013-1305, Kentucky Emergency Management Incident# 2013-2233: Morehead Fire Department responded. *****NO FLAME, SMOKE ONLY***** On Campus Residence Property, Location: Cartmell Hall (Residence Hall), occupied-evacuated, no injuries or deaths and no property damage. *Smoke from over-cooked microwave popcorn.*

Although we are only required to report Fire Safety for Residence Halls, for 2013, Morehead State University had a total of 6 actual reported fires that occurred on Non-Residence Hall structures:

- MSUPD Incident# 2013-0050, Kentucky Emergency Management Incident# 2013-0079: Morehead Fire Department responded. Structure Fire on Campus, Location: Downing Hall (office/storage unoccupied), no injuries or deaths. Structure was a complete loss.
- MSUPD Incident# 2013-0164: Morehead Fire Department responded. Vehicle fire on Campus, Location parking lot of Adron Doran University Center (A.D.U.C.), no injuries, deaths or MSU property damage.

- MSUPD Incident# 2013-0490, Kentucky Emergency Management Incident# 2013-0833: Structure Fire on Non-Campus property, Location: MSU Farm (greenhouse/ unoccupied), no injuries or deaths. Structure was a complete loss.
- MSUPD Incident# 2013-0644, Kentucky Emergency Management Incident# 2013-1096: Morehead Fire Department responded. Structure Fire on Campus Property, Location: Ginger Hall (Administrative/Classroom, occupied-evacuated, no injuries or deaths and moderate property damage.
- MSUPD Incident# 2013-0941, Kentucky Emergency Management Incident# 2013-1096: Morehead Fire Department responded. Mulch Fire on Non-Campus property, Location: Center for Health, Education and Research (C.H.E.R.) (landscape mulch), no injuries or deaths.
- MSUPD Incident# 2013-2035: Morehead Fire Department responded. Dryer Fire On Campus property, Location: Jayne Stadium (dryer fire), occupied-evacuated, no injuries or deaths. *Fire extinguished by athletic staff.

Statistics for 2012 Calendar Year

Residence Hall	Number of Fires	Cause of Fire	Number of Deaths	Number of Injuries	Property Damage
Alumni Tower	0	0	0	0	0
Butler Hall	0	0	0	0	0
Cartmell Hall	0	0	0	0	0
Fields Halls	0	0	0	0	0
Thompson Hall	0	0	0	0	0
Cooper Hall	0	0	0	0	0
East Mignon Hall	0	0	0	0	0
Mignon Hall	0	0	0	0	0
West Mignon Hall	0	0	0	0	0
Nunn Hall	0	0	0	0	0
Eagle Lake Apts.	0	0	0	0	0
Mays Hall Apts.	0	0	0	0	0
Normal Hall Apts.	0	0	0	0	0

Statistics for 2011 Calendar Year

Residence Hall	Number of Fires	Cause of Fire	Number of Deaths	Number of Injuries	Property Damage
Alumni Tower	0	0	0	0	0
Butler Hall	0	0	0	0	0
Cartmell Hall	0	0	0	0	0
Fields Halls	0	0	0	0	0
Thompson Hall	0	0	0	0	0
Cooper Hall	0	0	0	0	0
East Mignon Hall	0	0	0	0	0
Mignon Hall	0	0	0	0	0
West Mignon Hall	0	0	0	0	0
Nunn Hall	0	0	0	0	0
Eagle Lake Apts.	0	0	0	0	0
Mays Hall Apts.	0	0	0	0	0
Normal Hall Apts.	0	0	0	0	0

Although we are only required to report Fire Safety for Residence Halls, for 2011, Morehead State University had a total of 2 actual reported fires:

- Reported trash can fire at Lappin Hall. Morehead Fire Department was contacted and responded to fire. Fire extinguisher was used to put out the fire. No other damage reported.
- Reported trash can fire at Baird Music Hall. Morehead Fire Department was contacted and responded to fire. Fire extinguisher was used to put out the fire. No other damage reported.

The following definitions are used for reporting crimes:

As per the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program:

Murder

The willful (non-negligent) killing of one human being by another (FBI, 1992, p. 17).

Manslaughter

The killing of another person through negligence (FBI, 1992, p. 17).

Reckless Homicide

Recklessly causing the death of another person.

Assault

Aggravated Assault: An unlawful attack by one person upon another wherein the offender uses a weapon or displays it in a threatening manner, or the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

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

Menacing

Menacing: Intentionally placing another person in reasonable apprehension of imminent physical injury.

Wanton Endangerment

Wanton Endangerment in the first degree: When under circumstances manifesting extreme indifference to the value of human life, a person wantonly engages in conduct which creates a substantial danger of death or serious physical injury to another person.

Wanton Endangerment in the second degree: Wantonly engaging in conduct that creates a substantial danger of physical injury to another person.

Terroristic Threatening

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

Stalking

Stalking in the first degree: Intentionally stalking another person and making an explicit or implicit threat with the intent to place that person in reasonable fear of sexual contact, serious injury, or death; and a protective order has been issued, or a criminal complaint is currently pending, or the defendant has been convicted of a Class A misdemeanor against the same victim.

Stalking in the second degree: Intentionally stalking another person and making an explicit or implicit threat with the intent to place that person in reasonable fear of sexual contact, serious injury, or death.

Sex Offenses, Forcible

Sex Offense: 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.

Group 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).

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

Group A Sexual Assault with an Object: To use 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. An "object" or "instrument" is anything used by the offender other than the offender's genitalia.

Group A 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 this/her youth or because of his/her temporary or permanent mental or physical .

Sex Offenses, Non-Forcible

Unlawful, non-forcible sexual intercourse.

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

Group A Statutory Rape: Non-forcible sexual intercourse with a person who is under the statutory age of consent. (*If this is non-forcible, then rape, sodomy, and sex abuse that are only statutory are non-forcible.*)

Burglary

The unlawful entry into a building or other structure with the intent to commit a felony or a theft.

Criminal Damage to Property

Part II Vandalism The willful or malicious destruction, injury, disfigurement, or defacement of any public or private property, real or personal, without consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law. This offense covers a wide range of malicious behavior directed at property, such as: cutting auto tires, drawing obscene pictures on public restroom walls, smashing windows, destroying school records, tipping over gravestones, defacing library books, etc. Count all arrests for above, including attempts.

Arson

Part I Arson: Any willful or malicious burning or attempt to burn, with or without the intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Theft

Group A Larceny/Theft Offenses: The unlawful taking, carrying, leading, or riding away of property from the possession, or constructive possession, of another person.

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

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

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

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

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

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

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

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

Motor Vehicle Theft

Group A Motor Vehicle Theft: The theft of a motor vehicle. A motor vehicle is defined for UCR purposes as a self-propelled vehicle that runs on land surface and not on rails and which fits one of the following property descriptions: automobiles, buses, recreational vehicles, trucks, or other motor vehicles.

Robbery

Group A Robbery: The taking, or attempting to take, anything of value under confrontational circumstances from the control, custody, or care of another person by force or threat of force or violence and/or by putting the victim in fear of immediate harm.

Weapons Possession

Group A Weapon Law Violations: The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons. Include violations such as the manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; using, manufacturing, etc. silencers; and furnishing deadly weapons to minors.

Drug-related Violations

General definition of Drug/Narcotic Violations: The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use.

Liquor Law Violations

Group B Liquor Law Violations: The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages. Driving under the influence and drunkenness violations are excluded. Included are violations of laws/ordinances prohibiting the maintenance of unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor; using a vehicle for the illegal transportation of liquor, etc.

Geographical Locations

On-Campus – Defined as (1) any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls; and (2) any building or property that is within or reasonably contiguous to the area identified in paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes (such as a food or retail vendor). Dormitories or other residential facilities for students on campus is a subset of the on-campus category.

Non-Campus Building or Property – Defined as (1) any building or property owned or controlled by a student organization that is officially recognized by the institution; or (2) any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

Public Property – Defined as all public property, including thoroughfares, streets, sidewalks and parking facilities, that is within the campus or immediately adjacent to and accessible from the campus.

The Clery Act was amended to include the following as reportable categories of hate crimes. These new reporting categories are only reported if motivated by bias as determined by the one of six biases categories above.

New Reportable Hate Crimes	On-Campus Property			Non-Campus Property			Public Property			Residential Property *This is a subset to the On-Campus Property		
	2013	2012	2011	2013	2012	2011	2013	2012	2011	2013	2012	2011
Larceny/Theft	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0
Destruction/Damage/Vandalism of Property (Except Arson)	0	0	0	0	0	0	0	0	0	0	0	0

Regional Campuses	Year	Year	Year
	2013	2012	2011
Ashland	No Crimes	No Crimes	No Crimes
Jackson	No Crimes	No Crimes	No Crimes
Mt. Sterling	No Crimes	No Crimes	No Crimes
Prestonsburg	No Crimes	No Crimes	No Crimes
West Liberty	No Crimes	No Crimes	No Crimes

There were no reportable Hate Crimes reported to any of Morehead State University's Regional Campuses for 2013, 2012 and 2011.

These charts include offenses that were reported to the Morehead State University Police Department and other University officials who have significant responsibility for student and campus activities. These offenses are compiled using the UCR Handbook for reporting procedures in accordance with the provision of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

Presented by:
Morehead State University Police Department – Division of Student Life

100 Laughlin Health Building
 Morehead, KY 40351
 606-783-2035
 police@morheadstate.edu
www.moreheadstate.edu/police
www.facebook.com/msupd
 Twitter: @MSU_POLICE