



# MEMPHIS THEOLOGICAL SEMINARY

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## 2024 Annual Security & Fire Safety Report

DEPARTMENT OF FACILITIES AND SAFETY

2021-2023 CRIME AND FIRE STATISTICS

This document is published by the Department of Facilities and Safety in accordance with the Jeanne Clery Act and the Violence Against Women Act (VAWA).





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# A Message from the Director of Facilities and Safety



Dear Seminary Community,

On behalf of the Department of Facilities and Safety, I extend you a sincere welcome and best wishes for your tenure with Memphis Theological Seminary. My name is Gregory Spencer, and it is my privilege to serve as the Manager of Facilities and Safety for MTS.

At its heart, the Clery Act is a consumer protection law designed to keep current campus community members and prospective student and employees well-informed and make institutions of higher education like MTS safer places. In accordance with the federal regulations of the Clery Act, Memphis Theological publishes both crime and fire statistics for the three most recent calendar years and security-related policies and procedures. This information is distributed each year to enrolled students and current employees and is also made available to prospective employees and students on the Memphis Theological Seminary website site at: <http://memphisseminary.edu/student-resources/campus-security/>

The Department of Facilities and Safety's Annual Security and Fire Safety Report informs our prospective and current students, faculty, and staff to the general procedures for reporting crimes both on and off campus and includes tips on preventing theft of property and crimes of violence, including physical and sexual assaults. This report is prepared by the Department of Facilities and Safety in cooperation with the local law enforcement agencies surrounding our campus.

Campus crime, arrest, and referral statistics include those reported to the MTS Department of Facilities and Safety, designated campus officials (including, but not limited to, directors, deans, department heads, advisors to students or student organizations, athletic coaches), and local law enforcement agencies.

Each year, an e-mail notification is made to all enrolled students, faculty, and staff with an attachment of this report. Copies of the report may also be obtained at the Memphis Theological Seminary Facilities and Safety office on the MTS campus located at 139 Roberta Dr. or by calling 901.334.5870 or 901.334.5803.

Prospective students may obtain a paper copy of this report from Admissions located in the Brown Shannon Hall on the MTS campus or by calling 901-334-5870. Prospective employees may obtain a hard copy from the President's office located in Founder's Hall outside the President's Office or by calling 901-334-5800. The web site address will be attached to the Memphis Theological Seminary employment application. Prospective students and employees may also review the report by visiting <http://memphisseminary.edu/student-resources/campus-security/>.

I thank you for taking the time to read the 2024 MTS Annual Security and Fire Safety Report and encourage you to study the report in its entirety. I hope you will utilize this reporting and the information herein to make the best possible decisions about your personal safety and security and that of others.

Our team is here to be of service to you and to help make your time here as enjoyable and safe as possible. Please do not hesitate to contact the Facilities office if there is something that you see that needs to be addressed or is unacceptable with regard to the conditions or safety of the MTS campus. We cannot address your concerns without this crucial information.

For any questions, please reach out to the Facilities staff at 901-334-5870.

Thank you for your time and attention.

As always, stay vigilant and stay safe.

Blessings,

**Greg Spencer**

Director of Facilities and Safety





## **MTS Mission Statement**

The mission of Memphis Theological Seminary is to educate and sustain men and women for ordained and lay Christian ministry in the church and the world through shaping and inspiring lives devoted to scholarship, piety, and justice.

## **MTS Vision Statement**

Memphis Theological Seminary pursues its mission so that Christian leaders and the churches they serve can effectively proclaim and embody God's mission of redemption, justice, and peace in service to the new creation in Jesus Christ.

## **MTS Values**

For more than a century and a half, Memphis Theological Seminary's identity has been shaped by:

- the traditions of the Cumberland Presbyterian Church, its parent denomination,
- its location in Memphis and the Mid-South region of the United States,
- a creative partnership with the broader Christian community,
- a commitment to dialogue with people from other faith traditions, and participation in the community of higher education.



# The Clery Act

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, more commonly known as the Clery Act, is a federal law that requires institutions of higher education, both public and private, to comply with certain campus safety and security-related requirements as a condition of participating in the Federal student financial aid programs authorized by Title IV of the Higher Education Act of 1965, as amended. The Clery Act mandates that colleges and universities must:

- Publish an annual report every year by October 1 that contains crime and fire safety statistics of the three previous calendar years and certain campus security policy statements;
- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The statistics must be gathered from campus police or security, local law enforcement, and other Seminary officials who have “significant responsibility for student and campus activities.”
- Provide “timely warning” notices of those crimes that have occurred and pose an ongoing “threat to students and employees”;
- Implement emergency notification procedures if there is an immediate threat to the health or safety of students or employees on campus;
- Disclose in a public crime log “any crime that occurred on campus... or within the patrol jurisdiction of the campus security department and is reported to the local police or security department”; and
- Maintain in a public fire log a record of any fire that occurred in an on-campus student housing facility.
- Disclose reporting procedures and policies for victims of sexual assault, dating violence, domestic violence, and stalking. Provide educational awareness programs for the campus community.

The act is named in memory of Jeanne Clery, a 19-year-old freshman student at Lehigh University in Bethlehem, Pennsylvania, who was raped and murdered by another student in her residence hall room on April 5, 1986. Prior to her death, there were reports that her dorm had multiple incidents of auto-locking doors being propped open by residents and several violent crimes in and around the university. The propped doors are believed to be how the assailant was able to enter Clery’s dormitory.

The “Clery Bill”, championed by Clery’s parents Howard & Connie Clery in the aftermath of their daughter’s tragic death, was first introduced in Congress on September 6, 1989 and was signed into law on November 8, 1990 by President George Bush as Title 2 of the “Student Right-To-Know and Campus Security Act.” It took effect on September 1, 1991, and the U.S. Department of Education (DoE) was charged with enforcing the law. Congress enacted this law, which was originally known as the “Crime Awareness and Campus Security Act of 1990. The 1998 amendment formally named the law in memory of Jeanne Clery.



Jeanne Clery, Namesake of the Clery Act

## Changes to Clery Act made by the Violence Against Women Reauthorization Act of 2013

On March 7, 2013, President Obama signed the Violence Against Women Reauthorization Act of 2013 (VAWA), which, among other provisions, amended the Clery Act. Notably, VAWA amended the Clery Act to require institutions to compile statistics for incidents of domestic violence, dating violence, sexual assault, and stalking and to include certain policies, procedures, and programs pertaining to these incidents in their annual security reports (ASRs). More information about VAWA is available on page 24 of this reporting.



# Annual Security Report

## PREPARATION OF THE ANNUAL SECURITY REPORT AND DISCLOSURE OF CRIME STATISTICS

The MTS Department of Facilities and Safety publishes this report to inform the Seminary community about campus security policies, initiatives to prevent and respond to crime and emergencies, and the occurrence of crime on campus. This report complies with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act or Clery Act along with the Violence Against Women Reauthorization Act of 2013 amendments and uses information maintained by the Department of Facilities and Safety in conjunction with our Campus Security contractor as well as information provided by Campus Security Authorities, and local law enforcement agencies.

This report contains information to aid in the cooperative effort of creating a safer campus and provides statistics for the previous three calendar years concerning reported crimes that occurred on campus, in any off-campus buildings or property owned or controlled by Memphis Theological Seminary, which is frequently used by Seminary students, and on public property that is immediately adjacent to and accessible from the campus. This report also includes institutional policies concerning campus security and safety, such as policies regarding sexual assault, alcohol, and other drugs.

The Annual Security and Fire Safety Report are posted on MTS's website by October 1. In addition, the Seminary distributes a notice of the availability of the reporting by the October 1 deadline of each year to every member of the Seminary community via email. Anyone, including prospective students and employees, may obtain a free paper, hard copy of this report

- by request at the MTS Facilities and Safety Office at 139 Roberta Drive, Memphis, TN 38112,
- by contacting MTS Facilities and Safety at:  
(901) 334-5870,
- by emailing [FacilitiesHelpdesk@MemphisSeminary.edu](mailto:FacilitiesHelpdesk@MemphisSeminary.edu).

The reporting is also available on the MTS website at: <https://memphisseminary.edu/student-resources/campus-security/>

### HOW TO OBTAIN A HARD COPY:

-  Request at  
MTS Facilities & Safety Office  
139 Roberta Dr.  
Memphis, TN 38112.
-  Call Department of  
Facilities and Safety at  
901-334-5870 or  
901-334-5803
-  Email Facilities Helpdesk  
[@Memphis Seminary.edu](mailto:@MemphisSeminary.edu)

## NONCAMPUS LOCATIONS – LINKS TO ANNUAL SECURITY REPORTS AND FIRE SAFETY REPORTS

Prior to 2014 and continuing through the current academic year, Memphis Theological Seminary has sought to broaden the academic opportunities for its students and to meet their geographic needs by renting classroom space at **Bethel University** (McKenzie, Tennessee) on specific days during various semesters to host offsite classes. Pursuant to and in compliance with federal law and MTS policies, crime statistics for these locations have been included in the Noncampus crime statistics section.

In addition, MTS is providing links to the Annual Security Report and Fire Safety Report for each institution. Always committed to the safety and well-being of the MTS community, the Department of Facilities and Safety strongly encourages all MTS students, faculty, and staff to review these campus safety reports in their entirety.







## Bethel University website – Clery/Campus Security Act and Fire Safety Reports

The report is available by clicking the link on the page:

[https://betheluniversity.files.svdcn.com/production/general/asr\\_2023.pdf](https://betheluniversity.files.svdcn.com/production/general/asr_2023.pdf)

## MTS DEPARTMENT OF FACILITIES AND SAFETY OPERATIONS

### Role, Training, and Authority

The Department of Facilities and Safety, structured within the MTS Operations unit, exists to serve two diverse yet critical functions at the Seminary:

- Maintaining all MTS campus facilities and grounds.
- Providing for the security and well-being of all MTS students, faculty, staff, and visitors on-campus.

As part of the Department's commitments to the Seminary community, the Facilities and Safety Department works in provides safety monitoring coverage for the MTS campus at all times when the Seminary is open. The Facilities and Safety Department also maintains the MTS daily campus crime and fire logs along with issuing campus safety alerts and crime alerts to notify the campus community of any emergencies, imminent threats, and/or reported criminal activity.

The Facilities and Safety department is comprised of:

- 1 Manager of Facilities and Safety
- 1 Facilities and Safety Administrative Assistant
- 1 Full Time Facilities Generalist
- 1 Full Time Campus Monitor
- 2 Part Time Campus Monitors
- CPR, AED, and First-Aid certified.
- Trained as Campus Security Authorities (CSAs).

The campus monitors are not sworn and do not have arrest powers. They have no mutual agreements with local law enforcement agencies. They are available to assist the campus community and have the ability to request an immediate response of fire apparatus, rescue vehicles, or police as warranted by the situation. In the event of an on-campus criminal incident or emergency, crimes would be referred to the Memphis Police Department, who has

jurisdiction over the MTS campus. Incidents requiring Campus Monitors and/or Police Officer response may result in criminal charges, college judicial action, or both.

Campus patrols are conducted on foot. MTS Campus Monitors may issue parking citations, which are billed to financial accounts of faculty, staff, and students. All crime victims and witnesses are strongly encouraged to immediately report crimes to the Campus Monitors Department and the appropriate police agency. Prompt reporting will assure timely warning notices and timely disclosures of crime statistics.

### Interagency Cooperation

The Department of Facilities and Safety maintains a cooperative relationship with the Memphis Police Department (MPD) and other local law enforcement agencies where the Seminary owns or controls the property. There are no formal agreements or memorandums governing these relationships.

The Department of Facilities and Safety consults the MPD's Cyberwatch website, which provides public safety information for the city of Memphis such as reported crimes and incident mapping.

In the event, a serious incident occurs or when an arrest on campus is warranted, department personnel work closely with and assist the police. In addition to maintaining a close relationship with local law enforcement agencies related to incidents occurring on campus, Campus Safety maintains routine contact with these agencies regarding activities off campus that could adversely affect the Seminary and its community.



## REPORTING CRIMINAL INCIDENTS AND OTHER EMERGENCIES

The Seminary has several ways for the MTS community members and visitors to report criminal incidents, accidents, safety concerns, and other emergencies to the appropriate Seminary officials as well as law enforcement. Regardless of how or where community members ultimately decide to report these incidents, it is critical for the safety of the entire Seminary community that all incidents are reported immediately and accurately, so Seminary officials can investigate the situation and determine if follow-up actions are required, including issuing a Timely Warning or Emergency Notification.

If crimes are never reported, little can be done to help other members of the community from also becoming victims. The Seminary strongly encourages the Seminary community members, students, faculty, staff, and visitors to report criminal incidents and suspicious activity promptly and to participate in and support prevention efforts. Also, the Seminary urges all students, employees, and guests to report criminal incidents when the victim(s) is unable to make a reporting themselves. MTS will always be safer when all community members work together and participate in safety and security initiatives.

### REPORTING TO CAMPUS SECURITY AND SAFETY CONTACTS

To report a crime or an emergency on the Memphis Theological Seminary campus, call 911 or 9-911 when using a landline phone located within an MTS building.

To report a Non-emergency security or public safety related matter, call the Director of Facilities and Safety at extension 5870 or, from outside MTS phone system, 901.334.5870. As well, the Memphis Police Department should be contacted at 901.545.2677 when incidents, non-emergencies, or crimes occur at MTS.

All incident reports are forwarded to the President, Vice President of Operations, Dean of Students and the Director of Facilities and Safety for review and potential action by the President and/or Dean. If assistance is required from the Memphis Police Department, the Memphis Theological Seminary will contact the appropriate unit.

### REPORTING TO CAMPUS SECURITY AUTHORITIES

Crimes and information regarding criminal activities can also be reported to Seminary officials designated by the Clery Act as Campus Security Authorities. Campus Security Authorities (CSAs), also known as Clery Reporters, fall into four of the following categories:

- A department or a campus security department of an institution.
- Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department (e.g., an individual who is responsible for monitoring the entrance into institutional property).
- Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
- An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. An **official** is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution

CSAs are critical in assisting the Seminary in creating a safer campus community through reporting a crime that is disclosed to them/their staff and providing effective support and referrals to aid in the healing and retention of student victims of crime.

CSAs are mandated under the Clery Act to report the following crimes to the Manager of Facilities and Safety and the Title IX Coordinator (if applicable): Criminal homicide, manslaughter, sexual assault (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson, liquor law violations, drug abuse, weapons violations, and hate crimes.

A CSA does not need to determine whether or not a crime actually occurred on the campus to report it, all crimes should be immediately reported, regardless of where they took place. If an individual reporting an incident needs assistance, a CSA should explain how to get help. The CSA should always advise a victim that help is available even if he or she does not want an investigation conducted. In case of an emergency such as a physical assault, however, the CSA should contact the campus monitor on duty, the Manager of Facilities and Safety, and/or call 911, as appropriate. If a victim doesn't want the report to go any further than the CSA, the CSA should explain that he or she is still required to report the incident and refer the victim to the Pastoral Counselor Dr. Johnny Jeffords. Individuals are not identified but statistical data can be reported without identifying the victim.



## REPORTING CRIMES DURING OFF-CAMPUS CLASSES

To report a criminal incident or emergency when attending classes off-campus classes at **Bethel University** (McKenzie, Tennessee).

MTS students or employees should contact their instructor(s) who are designated as Campus Security Authorities and site coordinator for either site.

The MTS Department of Facilities and Safety maintains a cooperative relationship with the campus security departments at Bethel University.

In the event of a criminal incident or emergency at these locations, members of the Seminary community are asked to also call the campus security contacts listed below, if warranted.

## REPORTING CRIMES OR EMERGENCIES

In the event of an emergency situation,  
Please call **911** immediately!

If dialing from  
a Seminary campus phone,  
Dial **9-911**.

### MTS Campus – Memphis, Tennessee

Campus Monitor	901-436-3064
Manager of Facilities and Safety	901-334-5870
MTS Title IX Coordinator	901-334-5814
Memphis Police Department	901-545-2677

### Bethel University – McKenzie, Tennessee

Bethel Security	731-415-7599
McKenzie Police Department	731-352-2264
Carroll County Sheriff	731-986-1914

## VOLUNTARY, CONFIDENTIAL OR ANONYMOUS REPORTING (OF CRIMINAL INCIDENTS)

If a member of the Seminary community is the victim of a crime or desires to report a crime on a victim's behalf but does not want to pursue action within the Seminary system or criminal justice system, the Seminary requests that community members consider filing a confidential report (where the reporting party's name(s) is known but not released) or an anonymous report (where the reporting party's name is not known). Depending upon the circumstances of the crime reported, it is possible to be able to file a report while maintaining confidentiality. The purpose of a confidential or an anonymous report is to comply with the victim's or reporting party's wish to keep personally identifying information (PPI) confidential while taking steps to ensure their safety and the safety of others. The confidential reports allow the Seminary to compile accurate records on the number and type of incidents occurring on campus as well as, if necessary, to warn the Seminary community.

Reports filed in this confidential manner are counted statistically and disclosed in the Annual Security Report and Annual Fire Safety Report.

In limited circumstances, the department may not be able to assure confidentiality and will inform the reporting party in those cases.

### Pastoral Privilege and Criminal Incident Reporting

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

*Crimes reported to a pastoral or professional counselor are not required to be reported by an institution under the Clery Act; however, institutions are strongly encouraged to establish voluntary, confidential reporting processes so that incidents of crime that are reported exclusively to professional and pastoral counselors will be included in the annual crime statistics. 34 C.F.R. §668.46(b) (2) (iii).*

### The Pastoral Counselor at MTS are the following:

Dr. Johnny Jeffords 901-334-5809

Email- [jljeffords@memphisseminary.edu](mailto:jljeffords@memphisseminary.edu)

Although exempt from reporting Clery Act reportable crimes, MTS encourages pastoral counselors; if and when they deem it appropriate, to inform the persons they are counseling of the procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.



With the reporting party's permission, Pastoral Counselors of MTS can file a confidential report including the details of the incident without revealing the reporting individual's identity. Such reporting would be for statistical data purposes only; maintaining the spirit of pastoral privilege.

Again, the purpose of a confidential report is to comply with the victim or reporting party's wish to keep the matter confidential, while taking steps to ensure the future safety of the victim and others.

A pastoral or professional counselor may refer to reporting parties to the Manager of Facilities and Safety, Campus Monitor, or Memphis Police Department in order to report a crime.

As previously stated, the Facilities and Safety Office at Memphis Theological Seminary encourages anyone who is a victim or witness to any crime to promptly report the incident to the Memphis Police Department. Please be aware that police reports are public records under TN state law, and the Memphis Police Department cannot hold reports of crime in confidence.

Anonymous reports of crime can be directed to the Memphis Police Department by calling 901.528.CASH (2274). For more information about anonymous reporting option for the Memphis Police Department, go to <https://crimestopmem.org/>

### **Confidential Employees**

Confidential employees typically are guided by state and federal law that requires that they not share information without permission from the student or as otherwise permitted or required by law. Conversations with confidential employees are generally privileged and therefore have additional protections under state and federal law. This means that information disclosed to a confidential employee is not subject to disclosure in many instances.

Confidential employees do not all have the same legal requirements, exceptions or protections relating to confidentiality and privilege.

Confidential Employees who are "Campus Security Authorities" for purposes of Clery Act compliance are required to report non-personally identifiable information to the Facilities and Safety unless they received the information when acting as a pastoral or professional counselor as defined by the Clery Act regulations, 34 C.F.R. § 668.46(a);

A Seminary employee is a Confidential Employee only if the individual is communicating with the employee as a

patient or client of the employee, as opposed to communicating with the employee in another context (e.g., faculty members not acting in a licensed capacity as a professional or pastoral counselor).

Confidential Employee designation extends to those working under the supervision of a Confidential Employee **while acting as a professional or pastoral counselor** as well as Seminary employees providing administrative, operational, and/or related support for Confidential Employee while acting as a professional or pastoral counselor.

### **Exceptions to Confidentiality for Confidential Employees**

In a limited number of circumstances, Confidential Employees are required or permitted by law, court order, or subpoena to disclose confidential information:

- The patient or client signs a written consent permitting the information disclosure;
- Confidential Employees may be required to comply with subpoenas and court orders to testify in legal proceedings;
- Confidential Employees may periodically report non-personally identifiable information about Prohibited Conduct to the Title IX Coordinator or a Deputy Title IX Coordinator to keep that person informed about the general extent and nature of Prohibited Conduct on and off campus;
- Confidential Employees are required by Tennessee law to report suspected child abuse or child sexual abuse (Tennessee Code Annotated §§ 37-1-401 et seq.; 37-1-601 et seq.; 37-1-614);
- Confidential Employees are required to report certain injuries to law enforcement (Tennessee Code Annotated § 38-1-101);
- Confidential Employees are required to report threats of serious bodily harm or death against a reasonably identifiable victim or victims (Tennessee Code Annotated §§ 33-3-206; 33-3-210);
- Confidential Employees may be required to report information about a person knowingly exposing another person to sexually transmitted diseases. (Tennessee Code Annotated §§ 68-10-102; 68-10-115); and
- Confidential Employees are required by law to report information that a person age 60 or older, or a person with certain physical and mental disabilities, has been subject to abuse, neglect, or exploitation (Tennessee Code Annotated § 71-6-101 et seq.)





## TIMELY WARNING, CAMPUS SAFETY ALERTS, AND EMERGENCY NOTIFICATIONS

### EMERGENCY NOTIFICATIONS

When any significant emergency or dangerous situation occurs on the Seminary campus involving an immediate threat to the health or safety of students or employees, an emergency notification will be distributed to the MTS community immediately upon confirmation that a dangerous situation or emergency exists or threatens. The Seminary utilizes **EVERBRIDGE Mass Notification Systems**.

Once a significant emergency or dangerous situation has been reported, designated Seminary officials including but not limited to the Manager of Facilities and Safety, the Vice President of Operations, and the MTS President will seek to confirm the information reported through various investigative methods. At that time, the MTS President, Vice President of Operations, and Manager of Facilities will determine if an initial emergency notification will be issued to the entire campus community and how much information is appropriate to disseminate at different points in time. The Manager of Facilities and/or Vice President of Operations will consult with the MTS President prior to issuance **only if time permits**. In the event that an emergency notification must be sent out immediately without the opportunity to confer with the MTS President, the Manager of Facilities and Safety or their designee will consult with the President's office as soon as possible after the emergency notification is sent. The Manager of Facilities and Safety or their designee, under the direction of the VP of Operations and the MTS President, is responsible for activating an emergency notification to the campus community through the **Seminary's Mass Notification System, Everbridge**. When an emergency notification is required, the Manager of Facilities and Safety or designee will issue the emergency notification through various modes of communication. These modes of communication may include but are not limited to Everbridge Mass Notification System, Campus Safety or Campus Crime Alerts blasts to campus-wide MTS email, notice on the Seminary website, a fire alarm, the Seminary's fire monitoring system, and/or the Seminary's social media accounts.

Memphis Theological Seminary will, without delay, and taking into account the safety of the community,

determine the content of the notification and initiate the notification system, unless issuing a 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.

The MTS President and their office will coordinate the release of consistent information through all Seminary communication mediums. Notices to be posted on the Seminary website (<http://www.memphisseminary.edu>) and any of the Seminary's official social media account will be provided to the Director of IT or their department for posting.

During a significant emergency or dangerous situation, the Manager of Facilities and Safety, Campus Monitors, and other designated MTS personnel will direct students and employees to a safe location. Routine testing of the Everbridge Mass Notification System is scheduled during both the Fall and Spring semesters. Test of the Emergency Notification System will be announced prior to completion.

Emergency response and evacuation procedures will be distributed to the campus community once per semester via email. A test of the emergency notification and evacuation procedures will be held once per year. All documentation of this test, including a description of the test, the date the test was held, the time the test started and ended, and whether the test was announced or unannounced will be kept by the Department of Facilities and Safety.

Anyone with information about a significant emergency or dangerous situation on campus is asked to immediately report it to **Emergency Service at 911 (or dial 9-911 from any Seminary phone)**. After reporting the emergency situation to Emergency Service, reporting parties are urged to report the situation to the following contacts:

Reporting Agency	Phone Number	Campus Location or Address
Director of Facilities and Safety	901-334-5870 901-262-1111	139 Roberta Dr. Memphis, TN 38112
Campus Security Guard	901-436-3064	1 <sup>st</sup> Floor, Brown Shannon Hall
Memphis Police Department (non-emergency)	901-545-2677	170 North Main St Memphis, TN 38103 Closest Station: 426 Tillman St, Memphis, TN 38112



**TIMELY WARNINGS**

When any Clery Act crimes committed within the boundaries of the MTS seminary campus, in immediately adjacent area, and/or at any off-campus space owned or controlled by MTS, which is also frequently used by students, are reported to our campus security authorities or a local law enforcement agency and are considered to represent a serious or continuing threat to students and employees, a timely warning will be issued as soon as the pertinent information is available. Clery Act crimes include Murder/Non-Negligent Manslaughter; Manslaughter by Negligence; Rape; Fondling; Incest; Statutory Rape; Robbery; Aggravated Assault; Burglary; Motor Vehicle Theft; Arson; Dating Violence; Domestic Violence; Stalking; Illegal Weapons Possession; Drug Law Violations; Liquor Law Violations and Hate Crimes. Once a Clery Act crime has been reported, Campus Security officials will seek to assess the existence of a continuing danger and/or threat to the campus community at the affected location(s).

The Manager of Facilities and Safety, consulting the Vice President of Operations and the President, will determine how much information is appropriate to disseminate at different points in time. The Manager of Facilities and Safety or their designee will consult with the Vice President of Operations and the President prior to issuance. The Manager of Facilities and Safety or their designee, under the direction of the Vice President of Operations and the President, is responsible for activating a timely warning to the campus community at the affected location(s) through various modes of communication.

The MTS President and their office will coordinate the release of consistent information through all Seminary communication mediums. Notices to be posted on the Seminary website (<http://www.memphisseminary.edu>) and any of the Seminary’s official social media account will be provided to the Director of IT or their department for posting.

When a timely warning is required, the Manager of Facilities and Safety or their designee will issue the emergency notification through various modes of communication. These modes of communication may include but are not limited to Everbridge Mass Notification System, Campus Safety or Campus Crime Alerts blasts to campus-wide MTS email, notice on the Seminary website, the Seminary’s social media accounts, notices on campus bulletin boards, and notices posted in commuter housing.

Memphis Theological Seminary will issue a timely warning to enable members of the campus community

to protect themselves. The timely warning will include all information that would promote safety and that would aid in the prevention of similar crimes. Timely warnings will be issued as soon as the pertinent information is available unless issuing a warning will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the situation. The Seminary may, in appropriate circumstances, include personally identifiable information in a timely warning. Although personally identifiable information is generally protected from disclosure under The Family Educational Rights and Privacy Act (FERPA), such information may be released in an emergency situation (34 CFR 99.31(b) (6) and 99.36).

Anyone with information about a Clery Crime on campus is asked to immediately report it to:

Reporting Agency	Phone Number	Location
Director of Facilities and Safety	901-334-5870 901-262-1111	139 Roberta Dr. Memphis, TN 38112
Emergency Services (In an emergency)	911 9-911 (if dialing from Seminary phone)	n/a
Campus Monitor	901-436-3064	1 <sup>st</sup> Floor, Brown Shannon Hall
Memphis Police Department (non-emergency)	901-545-2677	170 North Main St Memphis, TN 38103 Closest Station: 426 Tillman St, Memphis, TN 38112
Title IX Coordinator Ed Hughes	901-334-5814	Founders Hall Library

# EMERGENCY RESPONSE AND EVACUATION PROCEDURES

## EMERGENCY PREPAREDNESS AT MTS

Emergency preparedness is a concern of the entire campus. Defining the responsibilities and available services which can be expected during times of extreme emergency will help protect the lives and well-being of our people, permit prompt measures to safeguard property and maintain educational activities.

A crisis calls for prompt and proper action. If faced with any crisis situation, remember:

1. Take time to gain your composure.
2. Consider your emergency plan.
3. Act on your plan. Move and perform in a logical, sensible manner.

MTS's Emergency Preparedness & Response Plan is a concerted effort by Memphis Theological Seminary to develop a comprehensive Emergency Preparedness Plan for full mobilization of campus resources.

## EMERGENCY OPERATIONS CENTER

The primary Emergency Operations Center (EOC) is located in Founders Hall in the President's Office. The President's office phone number (334-5809) shall be used as a contact number for all inquiries. An alternate phone location and (EOC) will be located in 139 Roberta Dr. in the event that the President's Office is located in a damaged area or is uninhabitable.

Alternate # 1. 139 Roberta Dr. 901-334-5834.

### Chain of Command

1. President
2. Dean of Students
3. Vice-President of Operations/CFO
4. Manager of Facilities and Safety (EOC Director)
5. Director of Information Technology

## EOC Command Staff (Emergency Essential)

Title	Responsibility
President	<ul style="list-style-type: none"> <li>• Alternate EOC Director</li> <li>• Media Coordinator and Public Relations Management</li> </ul>
Dean-Director of Student Affairs	<ul style="list-style-type: none"> <li>• Student Liaison and Communications</li> </ul>
Vice-President of Operation/CFO	<ul style="list-style-type: none"> <li>• Resource Management</li> </ul>
Manager of Facilities and Safety	<ul style="list-style-type: none"> <li>• EOC Director</li> <li>• Damage Assessment &amp; Rescue</li> </ul>
Director of Information Technology	<ul style="list-style-type: none"> <li>• Communications Management</li> </ul>

If an emergency occurs when school is not in session, available personnel will activate the EOC until designated emergency essential personnel arrive to assume their duties. EOC Director will appoint EOC Command Staff with available on-campus personnel. Emergency officials will wear an identifiable neon vest.

## CRISIS COMMUNICATION PLAN

### Minimize Chaos and Confusion

A crisis cannot be planned, but they can be anticipated. Having a guidance team in place and having a written plan of action ensures that the Seminary will be able to handle the crisis in a manner which is decent and in good order.

### What is a Crisis?

A crisis is anything momentous, urgent, threatening and unplanned. At an education, institution crises could include rape, suicide, major fire, campus shootings, and allegations of improper conduct among employees, investigations into the mishandling of funds, or major student, faculty or employee protests about an administrative action.



### Who Handles The Crisis?

At the time of the crisis, a control center will be activated, if appropriate and an automatic network of personnel will be involved. (It is understood that 911 will be called immediately if there is fire, explosion, or personal injury.) The following personnel will be among those involved:

1. The President
2. The Dean of Students
3. The Vice President of Operations/CFO
4. The Manager of Facilities and Safety
5. The Director of Information Technology
5. The Title IX Coordinator
6. The Director of Student Services

### The Procedure

1. Whoever learns of the crisis first should immediately contact 911 if a threat occurs within the buildings. Activate the fire pull stations to expedite evacuation of personnel if fire, smoke or an explosion has or is occurring.
2. Notify the Director of Facilities and Safety at 901-262-1111. The Manager of Facilities and Safety shall respond to all emergencies and coordinate a proper response from emergency personnel.
3. The Manager of Facilities and Safety will notify the Vice-President of Finance and Operations
4. The Vice President of Finance and Operations will notify the President, Dean, and Director of Information Technology.
5. The Manager of Facilities and Safety will activate the control center. The control center will be comprised of the Executive Team. The control center must be established away from the affected buildings.
6. The Manager of Facilities and Safety will determine facts and report the findings to the control center as soon as possible.
7. The control center will determine who on the Seminary campus needs to know the facts related to the crisis and advise the Information and Technology Director as to further notifications to the students, faculty, and staff.
8. The President will determine whether/when to contact or respond to media. Employees of Memphis Theological Seminary are instructed to adhere to the Seminary's confidentiality
9. The President will designate a spokesperson for media relations.



**The President of the Seminary shall be the point of contact for all media releases. In the absence of the President, the Dean shall serve as a spokesperson for the Seminary.**

### WARNING AND NOTIFICATION SYSTEMS

Everbridge Mass Notification System: In the event of an emergency, the Director of Facilities and Security and/or the Director of Information Technology will  
Citywide Early Warning Systems (Sirens): The City of Memphis has a siren system which, when activated, will alert the general public to tune radios to the Emergency Broadcast System (EBS) stations for the receipt of emergency instructions. The initial sounding of the siren system will not necessarily require the evacuation of the campus; the initial instructions might include certain protective actions with instructions to listen to the radio or television for further information. Two sirens are located at Parkway and Southern and Broad and Parkway which, when activated, can be heard on the campus.

### DRILLS, EXERCISES, AND TRAINING

To ensure the campus emergency management plans remain current and actionable, the campuses conduct at least one exercise annually.

These exercises include, but are not limited to: seminars, drills, functional, and full scale. The Manager of Facilities and Safety in conjunction with the MTS Leadership Team conduct after-action reviews of all emergency management exercises. The Manager of Facilities and Safety works with the Leadership Team to develop exercise scenarios. Outreach to local state and federal responders and stakeholders is also conducted in order to solicit participation.

In conjunction with at least one emergency management exercise each year, the campus will notify the appropriate campus community of the exercise and remind the community of the Seminary's Everbridge Notification system and emergency response procedures.





## SECURITY OF AND ACCESS TO SEMINARY FACILITIES

The MTS campus is located within the heart of mid-town Memphis and, as such, during normal business hours, MTS (excluding certain housing facilities) will be open to students, parents, employees, contractors, guests, and invitees. During non-business hours, access to all Seminary facilities is by key card, or by admittance via the Manager and Safety Department or the Safety Monitor staff. Campus Monitors patrol the academic and administrative buildings on a regular basis.

In the case of periods of extended closing, MTS will admit only those with prior written approval to all facilities. Over extended breaks, the doors of all buildings will be secured around the clock. Some facilities may have individual hours, which may vary at different times of the year. For example, the MTS Library will have varied hours semester to semester. In these cases, the facilities will be secured according to schedules developed by the department responsible for the facility. Emergencies may necessitate changes or alterations to any posted schedules.

Areas that are revealed as problematic may have security surveys conducted of them. Administrators from the President's Office, CFO Vice President of Operations, Dean's Office and the Manager of

Facilities and Safety review these results. These surveys examine security issues such as landscaping, locks, alarms, lighting, and communications. Additionally, during the academic year, the Manager of Facilities and Safety and the CFO Vice President of Operations meet weekly to discuss issues of pressing concern.

For information about the access protocol for a specific building, contact Department of Facilities and Safety at 901-334-5870.



## TITLE IX DISCRIMINATION, HARASSMENT, AND RETALIATION POLICY

Memphis Theological Seminary desires to have a campus community which values people and is characterized by integrity, diversity, fairness, and compassion. MTS is committed to complying with laws on sexual misconduct, including Title IX and the Jeanne Clery Act.

The Seminary has policies and procedures to prevent and respond to incidents of sexual misconduct. MTS is committed to providing and maintaining a safe environment, and will not tolerate discrimination, harassment, retaliation, or any form of intimidation by any person in any form directed against students, faculty, or staff of the institution. The Seminary will take prompt and appropriate action when complaints of discrimination, harassment, or retaliation are registered, including appropriate disciplinary action up to dismissal against the perpetrator, if the complaint is substantiated and such discipline is deemed necessary.

This Policy applies to conduct on campus and at Seminary sponsored events and programs off-campus. It also covers



other off-premises conduct if that conduct adversely impacts the ability of an MTS student or employee to participate safely and comfortably in the life of MTS.

Enforcement of this Policy will be coordinated by the Title IX Coordinator. The Title IX Coordinator is responsible for seeing that institutional procedures are followed in investigating all allegations or complaints of discrimination, harassment, or retaliation involving faculty, staff, students, and campus visitors.

The Title IX Coordinator  
Ed Hughes 901-334-5814

### **DISCRIMINATION PROHIBITED**

Discrimination is defined as the unequal, adverse treatment of an individual because of his or her race, color, national origin, sex, age, disability, veteran's status, or other protected status, as those terms are defined by applicable federal law. Harassment based on any protected characteristic also constitutes discrimination.

Discrimination on the basis of sex is prohibited by Title IX of the Education Amendments of 1972, 34 C.F.R. Part 106, and other laws. Federal law also prohibits discrimination on the basis of each of the above characteristics. It is MTS policy to comply with all of these laws.

### **RETALIATION PROHIBITED**

Retaliation is defined as adverse action against an individual who has (1) complained about alleged discrimination, harassment or retaliation, (2) participated as a party or witness in an investigation relating to such allegations, or (3) participated as a party or witness in a court proceeding or administrative investigation relating to such allegations. Retaliation by any member of the campus community, including students, faculty, and staff, is prohibited by federal law and violates MTS Policy.

### **HARASSMENT PROHIBITED**

Harassment, regardless of its nature, involves unwelcome verbal or physical conduct that implicitly or explicitly demeans an individual or group based on personal characteristics, and:

- affects tangible job or education benefits, or
- interferes unreasonably with the education, work or other institutionally sponsored activity of a student, employee or campus guest, or
- creates an intimidating, hostile, or offensive environment for education, work or other institutionally sponsored activity.

MTS strives to be a community in which all persons are treated with respect. MTS will not permit harassment and considers harassment based on race, color, national origin,

religion, sex, age, disability, veteran's status, or other protected

### **RACIAL AND ETHNIC HARASSMENT DEFINED**

MTS is a multi-cultural community of learning. In order to support the entire community, all members of the community need to develop sensitivity to, and an educated awareness of, other cultures, nationalities and ethnic differences. Demeaning or harassing comments or acts which are racially or ethnically motivated are contrary to the spirit of the MTS community. Harassment on the basis of race, color or national origin can include verbal or physical behavior that explicitly or implicitly demeans the race, color, or national origin of an individual or individuals. Examples of racist or ethnically insensitive harassing conduct include, but are not limited to:

- Verbal assaults that demean the color, culture or history of any person or persons, and/or that perpetuate false stereotypes. Examples include name-calling, racial slurs, slang references, and ethnic jokes.
- Nonverbal behavior that demeans the color, culture or history of any person or persons and/or that perpetuates false stereotypes. Such behaviors may include gestures, portrayals, graffiti or acts of exclusion.
- Intimidation through threats of force or violence or threats of interference with an individual's education, work or other activity.
- Physical contact or assault because of an individuals' race, color or national origin.

### **HARASSMENT ON THE BASIS OF SEX DEFINED**

Harassment on the basis of sex is a violation of Title IX of the Education Amendments of 1972. Harassment on the basis of sex includes (1) verbal or physical behavior that explicitly or implicitly demeans the gender of an individual and (2) sexual harassment. In the education context, sexual harassment may be defined as follows:

Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment of a student when submission to or rejection of the conduct by an individual is used as the basis of academic decisions affecting the student or the conduct has the purpose or effect of unreasonably interfering with the student's academic performance or creating an intimidating, hostile, or offensive environment.

Sexual harassment can be verbal, visual or physical. It can be overt, as in the suggestion that a person could get a higher grade by submission to sexual advances. The suggestion or advance need not be direct or explicit – it can be implied from conduct and circumstances.



Sexual harassment can also consist of persistent, unwanted attempts to change a professional or educational relationship to a personal one, particularly where the attempts involve an abuse of power. The potential for abuse of power is inherent in certain relationships, such as professor and student, or supervisor and subordinate.

Members of the MTS community who hold positions of authority should be especially vigilant to this inherent risk in certain relationships and situations. However, harassment among peers is also prohibited.

Harassment on the basis of sex can range in severity from sexist remarks, unwelcome sexual flirtations and inappropriate put-downs of individuals or classes of people, to serious physical abuses such as sexual assault and rape. The following list illustrates but does not exhaust, the possible forms of harassment on the basis of sex.

The examples are generally arranged in ascending order of severity.

1. Behavior that draws unwanted attention to the gender or sexual identity of another person, such as whistling, leering or ogling, in such a way as to create a hostile environment, e.g., through repetition or in combination with other forms of harassment.
2. Communication (verbal or non-verbal) which creates a hostile environment. Examples of such behavior, when repeated or pervasive, include unwelcome compliments about appearance, unwelcome requests for personal relationships (e.g., a date), comments with sexual innuendo, obscene gestures, insulting humor or jokes, crude language, graphic commentary about an individual's body, sexual prowess or sexual deficiencies, questions regarding sexual practices, derogatory or demeaning comments about women or men in general, whether sexual or not, displaying objects or pictures which are sexual in nature, sexually-oriented kidding, teasing or flirting. While a single instance of such communications does not create a hostile environment, repeated communications of this nature can create a hostile environment.
3. Verbal threats, directed at a person individually or as a group member.
4. Unwanted advances including sexual propositions, touching, patting, pinching, caressing, kissing, or brushing against another's a body without the threat of punishment for non-compliance and without the promise of reward for compliance.
5. Unwanted advances including the types of behaviors mentioned above in number 4, whenever they are accompanied by promised rewards or reprisal for lack of cooperation.

6. For example:

when submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or education, or when submission to or rejection of such conduct by an individual is used as the basis for academic decisions affecting the individual.

7. Non-consensual sexual activity (e.g., sexual activity with someone not capable of consent because of the influence of drugs, alcohol, or another incapacity, non-stranger rape).

8. Assault, physical violence or coerced sexual contact (e.g., rape).

## PREVENTIVE ACTION

Some instances of perceived harassment (within categories 1 and 2) may be the result of misunderstandings or miscommunications. Sometimes individuals unwittingly make insensitive or careless statements or exhibit behaviors that might be considered offensive but that are not intended to give offense. In such circumstances, ongoing problems may be avoided or prevented by early and direct communication with the offending party.

The communication should make clear to the offending party that his/her remarks and/or behaviors are unacceptable. Several approaches can be used:

- Verbal Confrontation - Explain why particular comments or behaviors as viewed as offensive. Be firm and direct; make it clear that the comments and/or behaviors are to stop.
- Written Communication - Write a letter to the offending party, which includes a detailed description of the unacceptable comments and/or behaviors. Explain how these incidents are viewed and state that the comments/behaviors are to stop.

If the matter cannot be discussed comfortably directly with the offending party (or if direct preventive action is not successful in stopping the offending comment or behavior), pursue the alternatives below. A person has the right to proceed directly to file a complaint or confer with an advisor without first engaging in direct preventive action. (Note: direct preventive action is not recommended if the behavior in question involves physical contact or threats. Instead, proceed to a complaint or at least seek advice from the Seminary, as described below.)

## SEEKING ADVICE AND MEDIATION

Members of the MTS community who believe they have been subjected to discrimination, harassment or retaliation may seek the assistance of Title IX Coordinator, Deputy Coordinator, Title IX Advocates, or other Responsible MTS Employees. Each of these resources can provide direction to the appropriate official with whom to discuss a complaint and options.



## SEEKING ADVICE AND MEDIATION

A person may seek general guidance without identifying the person who is the subject of the concern or details of the situation. In that circumstance, the discussion will be entirely confidential and no action will be taken by the Seminary. If the person is identified, the Seminary may undertake an investigation regardless of whether a complaint is initiated because of the Seminary's obligations to all members of its community. However, the Seminary will take into consideration a person's wishes in making that decision, and will strive to maintain confidentiality to the greatest degree possible.

In all situations except those involving violence or non-consensual sex, a person may seek mediation. See *Informal Complaint Procedure* on page 20.

## COMPLAINT PROCEDURES FOR DISCRIMINATION, HARASSMENT, AND RETALIATION

Any person who is a member of the MTS community and believes that he or she has witnessed, or been subjected to, discrimination, harassment, or retaliation, by any other member or members of the MTS community (including campus visitors), may file a complaint. Complaints may also be initiated by a Responsible Employee based upon information they receive. Ideally, complaints should be made promptly in order to help assure a just and appropriate determination. However, there is no specific time limit on when a complaint may be made.

If the subject of the complaint is a student, a member of the faculty, a member of the staff, the complaint is directed to the Title IX Coordinator or Deputy Coordinator. If the person bringing the complaint is uncomfortable complaining to the individuals and offices identified above or is otherwise unclear as to where a complaint should be made, guidance may be sought from the Employee with Pastoral Privilege. A request may be made for either an Informal or Formal Complaint Procedure. The Seminary will strive to honor that request. However, the Title IX Coordinator in consultation with the Deputy Coordinator may determine the complaint should be handled through the formal complaint procedure. This determination is made based on the severity of the alleged offense and whether or not there is a previous history of complaints against the accused.

### INFORMAL COMPLAINT PROCEDURE

a. The Title IX Coordinator or Deputy Coordinator will attempt an informal resolution of the complaint directly and privately with the person complained against, maintaining

the anonymity of the complainant if he or she requests it, to the degree possible.

b. The Title IX Coordinator and/or the Deputy Coordinator and the complainant will seek an informal resolution of the complaint by meeting together with the subject of the complaint.

c. The Title IX Coordinator or Deputy Coordinator will serve as a mediator. The latter approach is not appropriate in situations involving physical contact or threats. In other situations, it will be taken only if the complainant agrees. In either approach, the Coordinator will help to clarify the parameters of appropriate conduct.

Each party may be accompanied in the informal procedures by an advisor of his or her own choice from the MTS community.

d. An informal complaint will be considered to have been resolved when all parties have stated their acceptance of the outcome of this procedure in writing to the official who has directed the procedure. It should be noted that in some instances, e.g., where the conduct in question has the potential to affect other members of the community, the institution may determine that further action is necessary despite the parties' resolution of the issue.

### FORMAL COMPLAINT PROCEDURE

Unless the Title IX Coordinator has already decided that the Formal Complaint Procedure must be followed, a complainant's request that the formal procedure is followed triggers a preliminary investigation of the facts by the Coordinator (or designee). The purpose of the preliminary investigation (which may consist solely of an interview of the complainant) is to determine whether there are grounds for further action, i.e., whether there is a reasonable basis for believing that a violation of the Seminary's policy may have occurred.

If the Coordinator determines there are grounds for further action, the Coordinator will:

1. Notify the subject of the complaint of the allegations
2. Offer the complainant an opportunity to present all information supporting the complaint
3. Endeavor to interview any witnesses identified by the complainant
4. Offer the subject of the complaint an opportunity to present all information in his/her defense
5. Endeavor to interview any witnesses identified by the subject of the complaint
6. Review any additional applicable evidence (e.g., incident reports or student files)
7. Determine, based on all the information presented, whether the complaint is substantiated.

In making the determination, the Coordinator uses a preponderance of the evidence standard, i.e. is it more likely than not that the violation occurred.



## FORMAL COMPLAINT PROCEDURE

If the Coordinator determines (at either the preliminary investigation stage or after the full investigation) that the complaint is not substantiated, the Coordinator will inform the complainant and the subject of the complaint of the determination and shall close the investigation. If the complainant disagrees with the determination, he/she may appeal the decision using the grievance procedures set forth in the MTS Student Handbook.

If the Coordinator determines that the complaint is substantiated, the Coordinator will identify appropriate corrective action, including, but not limited to, sanctions against the subject of the complaint.

1. If the subject of the complaint is a student, the Coordinator will determine the sanction.
  - A. If the sanction is severe, i.e., suspension or dismissal, the Coordinator will refer the matter for hearing before a Student Conduct Panel. The SCP will be appointed by the Coordinator and will consist of the Coordinator (chair), two faculty members, two staff members, and two student representatives. The hearing will be private and both the complainant and student respondent will have the right to request substitution of one panel member. If the complaint involves a claim of non-consensual sex or other sexual violence, the panel shall not include student members, unless both the complainant and student respondent agree otherwise. Any appeal shall be taken to the Vice President for Academic Affairs/ Dean of Seminary. Grounds for appeal will be limited to substantial due process issues and whether there was adequate information to support a finding of responsibility.
  - B. All other sanctions will be levied directly by the Coordinator, but the decision will be subject to the grievance process set forth in the MTS Student Handbook.
2. If the subject of the complaint is a faculty member, the Vice President for Academic Affairs/Dean of Seminary will determine the sanction.
  - A. If the sanction is severe, i.e., suspension or dismissal, the Vice President for Academic Affairs/Dean of Students will follow the procedure stated in the MTS Faculty Handbook
  - B. All other sanctions will be levied directly by the Vice President for Academic Affairs/Dean of Students. An appeal may be taken to the President utilizing the grievance procedure in the MTS Faculty Handbook.
3. If the subject of the complaint is a staff member, the appropriate Vice President will determine the sanction in consultation with the staff member's supervisor and any other Seminary official deemed appropriate. An appeal of the sanction may be taken to the Executive Team following the Grievance Procedure set forth in the MTS Employee Handbook.

Note: If the subject of the complaint is the decision-maker outlined in the procedures above, or in any other circumstance in which a change in the identity of investigators or decision-makers is warranted, the President may appoint other appropriate administrators to hear the complaint and the defense, and to determine appropriate discipline, if any.

Pending the outcome of the Formal Complaint Proceeding, the Seminary, at its discretion, may take temporary measures to ensure the integrity of the proceeding and to safeguard the complainant and the Seminary community. Such measures may include limiting or suspending access to Seminary facilities and events.

## TIMEFRAME FOR COMPLETION OF FORMAL COMPLAINT PROCEEDING

The Formal Complaint Proceeding consists of multiple steps.

- The investigatory portion of the process will be completed within thirty days of the date the process is initiated, absent extenuating circumstances (e.g., unavailability of a critical witness) justifying a delay.
- The hearing portion of the process (if applicable) will be promptly completed in accordance with the MTS Student Handbook governing the process. In the case a Student Conduct Panel is convened, the determination by the SCP will be made within thirty days of an investigatory finding substantiating the complaint, absent extenuating circumstances. In the case of a Faculty appeal, the President's recommendation for final action will be transmitted to the Board of Trustees within thirty days of the Faculty appeal determination. In the case of a Staff appeal, the Executive Team's recommendation for final action will be determined with thirty days of the appeal.

## RECORDS OF PROCEEDINGS

An official confidential record will be kept of all informal and formal complaints. The record will ordinarily consist of a statement of the complaint itself, a list of meetings and conversations that comprised the procedure (identifying the time and place of meetings and the participants) and a statement by the administrative officer directing the procedure as to the resolution of the complaint, a copy of which will be provided to both the complainant and the charged party. All materials and records shall be confidential to the degree possible, and shall be maintained by the Title IX Coordinator separately from regular personnel or student files. However, in the event that a complaint is substantiated, documentation reflecting any resulting discipline may be placed in the offending person's student or personnel file, and the complainant notified in writing if such notification is consistent with applicable law.



## **RIGHTS AND OBLIGATIONS OF THE PARTIES**

Allegations of discrimination, harassment, or retaliation are generally sensitive in nature, can have a far-reaching impact and may result from differing perceptions. Accordingly, it is imperative that such allegations be treated with respect for the privacy of the individuals involved and be determined by an objective, informed third party if they are not resolved privately. To this end, it should be stressed that allegations should not be publicly disseminated. At the same time, any effort to intimidate the complaining party or a witness by any means, including confrontation outside this procedure, is prohibited. The MTS community will not tolerate retaliation against or intimidation of those who, in good faith, make complaints, participate in an internal investigation, or participate in an outside agency or court case, just as it will not tolerate the misuse of such complaints or this procedure for an improper purpose. MTS's collective goal is to ensure that the Seminary community is one where all members can work, live, and learn with dignity and in freedom.

## **OUTSIDE REMEDIES**

Nothing in this policy is intended to restrict an individual's right to pursue legal remedies in any agency or court and a person is not required to use this complaint resolution procedure before pursuing outside remedies. The right of a member of the MTS community to prompt and equitable resolution of complaints under this policy is not withdrawn by the individual's concurrent pursuit of legal remedies, such as the filing of a charge with federal, state or local agencies, initiating a lawsuit, or pursuit of a criminal complaint. However, external proceedings may take precedence over internal procedures in those instances where access to all relevant information is limited as a result of the external proceeding.

## **INVOLUNTARY WITHDRAWAL AND APPEAL**

If disciplinary action is determined to warrant Involuntary Withdrawal, the following options may be imposed:

**Required Leave of Absence.** The student is granted a leave of absence for a specific period of time during which the student is given responsibility for fulfilling specific conditions. Readmission is usually granted when the conditions are met.

**Suspension.** The student is suspended from the Seminary for a specified period of time. Readmission is possible but is subject to normal admission procedures and must involve the Academic Dean, the Registrar, and the Director of Student Services.

## **DISMISSAL/EXPULSION**

**Dismissal.** The student is terminated from the Seminary. Readmission is not possible. Disciplinary dismissal is noted on the student's official transcript from the Seminary and becomes a part of the student's permanent record.

The Director of Student Services will notify the student of a decision of Involuntary Withdrawal no later than five calendar days following the decision.

An appeal of a decision of Involuntary Withdrawal must be made in writing to the Academic Dean. Such an appeal must be received within five calendar days of the date on the written notice of the decision and will conclude the appeal process.



## COMPLAINT PROCEDURES CONCERNING PROFESSIONAL STANDARDS

As required by the Tennessee Higher Education Commission, if a student is unable to resolve any grievance at the institutional level, the student may contact the:

Tennessee Higher Education Commission, 404 James Robertson Pkwy #1900, Nashville, TN 37219 or at 615-741-5293.

If a student is not satisfied with the response to a grievance and believes that the Seminary is out of compliance with the criteria, the student may file a complaint in writing with the:

Association of Theological Schools in the United States and Canada, 10 Summit Park Drive, Pittsburgh, PA 15275-1103.

A student may also file a complaint with the Seminary's regional accrediting agency, SACSCOC. Information can be found online at [https://sacscoc.org/institutions/?institution\\_name=File+a+Complaint&results\\_per\\_page=25&curpage=1](https://sacscoc.org/institutions/?institution_name=File+a+Complaint&results_per_page=25&curpage=1)

Download a complaint form and send two print copies to President, Southern Association of Colleges and Schools Commission on Colleges, 1866 Southern Lane, Decatur, GA 30033-4097.

The Seminary complies fully with the Family Educational Rights and Privacy Act of 1974 (FERPA) as amended.

More information can be found online at <https://studentprivacy.ed.gov/>

The right to file a complaint with the U.S. Department of Education concerning alleged failures by the Seminary to comply with the requirements of FERPA.

The name and address of the office that administers FERPA is:

Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW., Washington, DC 20202.

The Office for Civil Rights enforces several Federal civil rights laws that prohibit discrimination on the basis of race, color, national origin, sex, disability, and age in programs or activities that receive federal financial assistance from the Department of Education.

It is the mission of the Office for Civil Rights is to ensure equal access to education and to promote educational excellence throughout the nation through vigorous enforcement of civil rights.

Information on filing a complaint with OCR can be found at <https://www2.ed.gov/about/offices/list/ocr/docs/howto.html>



## VIOLENCE AGAINST WOMEN ACT

The **Violence Against Women Act of 1994 (VAWA)**, signed as Pub.L. 103–322 by President Bill Clinton on September 13, 1994 (codified in part at 42 U.S.C. sections 13701 through 14040). The Act provided \$1.6 billion toward investigation and prosecution of violent crimes against women, imposed automatic and mandatory restitution on those convicted, and allowed civil redress in cases prosecutors chose to leave unprosecuted.

The Act also established the Office on Violence Against Women within the Department of Justice. VAWA was drafted by the office of Senator Joe Biden and co-written by Democrat Louise Slaughter, the Representative from New York, The Act passed through Congress with bipartisan support in 1994 was reauthorized by bipartisan majorities in Congress in 2000 and again in December 2005, which was signed by President George W. Bush. Ultimately, VAWA was again reauthorized in 2013.

**The Violence Against Women Reauthorization Act of 2013 (VAWA)**, which President Obama signed into law on March 7, 2013, imposed new obligations on colleges and universities under its **Campus Sexual Violence Elimination Act (SAVE Act)** provision, Section 304.

Under VAWA, these changes require institutions to disclose statistics, policies, and programs related to dating violence, domestic violence, sexual assault, and stalking, among other changes. Specifically, these changes added or modified requirements related to:

- disclosure of statistics of the number of dating violence, domestic violence, sexual assault and stalking incidents;
- disclosure of statistics of new categories of Hate Crimes;
- implementation by institutions and disclosure of programs to prevent dating violence, domestic violence, sexual assault and stalking, including
  - primary prevention and awareness programs for incoming students and employees; and
  - ongoing prevention and awareness campaigns for students and employees;
- disclosure of procedures victims should follow if a crime of dating violence, domestic violence, sexual assault or stalking has occurred; and
- implementation by institutions and disclosure of procedures for institutional disciplinary action in cases of dating violence, domestic violence, sexual assault and stalking, including
  - descriptions of each disciplinary proceeding used by the institution, the standard of evidence used during each disciplinary proceeding, possible sanctions imposed following the results of disciplinary proceedings, and the range of protective measures that the institution may offer a victim;

- provisions to ensure that proceedings will be prompt, fair and impartial;
- provisions that state that proceedings will be conducted by officials who receive annual training; and
- ensuring equal opportunities for the accuser and accused to have others present during proceedings, including an advisor of their choice.



## CAMPUS SEXUAL VIOLENCE ELIMINATION ACT (Campus SAVE Act)

Campus SAVE was signed into law in March 2013 as part of the Reauthorization of the Violence Against Woman Act.

It amends the Clery Act to include domestic violence, dating violence, and stalking statistics to be collected and disclosed.

It also requires higher education institutions to hold educational programs to promote awareness of domestic violence, dating violence, sexual assault, and stalking. This requires institutions of Higher Education to develop and distribute the procedures we will follow when an incident of domestic violence, dating violence, and sexual assault or stalking are reported.

## SEMINARY POLICIES AND RESPONSE TO SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING

### THE SEMINARY'S COMMITMENT TO ADDRESSING SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING

Memphis Theological Seminary (MTS) is committed to creating and maintaining a learning, living, and working environment free from sexual misconduct (sexual assault, sexual harassment, sexual exploitation, sex offense crimes), relationship violence (dating violence, domestic violence, relationship violence crimes), stalking, and retaliation.





## **THE SEMINARY'S COMMITMENT TO ADDRESSING SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING**

The Seminary does not discriminate on the basis of sex in its educational programs. In accordance with this commitment and its mission, Memphis Theological Seminary issues this statement of policy to inform the Seminary community of our comprehensive plan addressing sexual misconduct, educational programs, and procedures that relating to sexual assault, domestic violence, dating violence, and stalking, whether incidents occurs on-campus or off-campus and are reported to a Seminary official(s). In this context, Memphis Theological Seminary prohibits the offenses of domestic violence, dating violence, sexual assault and stalking. These types of prohibited behavior are and will not be tolerated and will be grounds for disciplinary action up to, and including, permanent dismissal from MTS and/or termination of employment. MTS reaffirms its commitment to maintaining a campus environment emphasizing the dignity and worth of all members of the Seminary community.

MTS has established a *Coordinated Community Response Team*. The team consists of members from Student Services, the Title IX Coordinator, Department of Facilities and Safety, and Dean of Students and the Vice President of Operations. The team is responsible for developing, reviewing, and revising protocols, policies, and procedures for addressing violence against women on campus.

### **WHAT IS CONSENT?**

Tennessee does not define consent in reference to sexual activity. However, in the statute, 39-13-104 (2024), state law defines "effective consent" as follows:

Tennessee law doesn't explicitly define consent, but it does define rape and sexual battery as unlawful sexual contact or penetration. Consent is generally defined as agreeing to an action or condition. In Tennessee, consent is important in a number of contexts, including sexual activity, DUI laws, and informed consent:

#### **Sexual activity**

Consent is an active agreement to participate in a sexual act, which can be communicated through words or conduct. Consent can be revoked at any time.

"Effective consent" means assent in fact, whether express or apparent, including assent by one legally authorized to act for another. Consent is not effective when:

- A. Induced by deception or coercion;
- B. Given by a person the defendant knows is not authorized to act as an agent;
- C. Given by a person who, by reason of youth, mental disease or defect, or intoxication, is known by the defendant to be unable to make reasonable decisions regarding the subject matter; or
- D. Given solely to detect the commission of an offense;

Under Tennessee law, the age of consent varies depending on the age of the partner. Statutory rape occurs if the victim is at least thirteen (13) but less than eighteen (18) years of age, and the defendant is at least four (4) years older than the victim. Statutory rape also occurs if the victim is less than thirteen (13) years of age.

Consent for this policy is defined as:

*Voluntary acquiescence to the proposal of another; the act or result of reaching an accord; a concurrence of minds; actual willingness that an act or an infringement of an interest shall occur.* Consent is an act of reason and deliberation. A person who possesses and exercises sufficient mental capacity to make an intelligent decision demonstrates consent by performing an act recommended by another. Consent assumes a physical power to act and a reflective, determined, and unencumbered exertion of these powers. It is an act unaffected by fraud, duress, or sometimes even mistake when these factors are not the reason for the consent. In the context of rape, submission due to apprehension or terror is not real consent. There must be a choice between resistance and acquiescence. If a woman resists to the point where additional resistance would be futile or until her resistance is forcibly overcome, submission thereafter is not consent. Consent must be informed, freely given and mutual. If coercion, intimidation, threats or physical force are used, there is no consent. If a person is mentally or physically incapacitated or impaired so that such person cannot understand the fact, nature or extent of the sexual situation, there is no consent: this includes impairment or incapacitation due to alcohol or drug consumption, or being asleep or unconscious, where the respondent knew or reasonably should have known that the person was incapacitated. Inducement of incapacitation of another with the intent to affect the ability of an individual to consent or refuse to consent to sexual contact almost always, if not always, negates consent. Silence does not necessarily constitute consent. Whether a person has taken advantage of a position of influence over an alleged victim may be a factor in determining consent.

### **DEFINING SEXUAL ASSAULT/RAPE, DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING**

VAWA defines the crimes of dating violence, domestic violence, sexual assault, and stalking based on the definitions provided in the Clery Act.



## DEFINING SEXUAL ASSAULT/RAPE, DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING

Those definitions are as follows:

**Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

For the purposes of this definition,

Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

Dating violence does not include acts covered under the definition of domestic violence.

**Domestic Violence:** Tn Code 39-13-111

(a) As used in this section, "domestic abuse victim" means any person who falls within the following categories:

- (1) Adults or minors who are current or former spouses;
- (2) Adults or minors who live together or who have lived together;
- (3) Adults or minors who are dating or who have dated or who have or had a sexual relationship, but does not include fraternization between two (2) individuals in a business or social context;
- (4) Adults or minors related by blood or adoption;
- (5) Adults or minors who are related or were formerly related by marriage; or
- (6) Adult or minor children of a person in a relationship that is described in subdivisions (a)(1)-(5).

(b) A person commits domestic assault who commits an assault as defined in § 39-13-101 against a domestic abuse victim.

**Sexual Assault:** Tn Code 39-13-505

(a) Rape is unlawful sexual penetration of a victim by the defendant or of the defendant by a victim accompanied by any of the following circumstances:

- (1) Force or coercion is used to accomplish the act;
- (2) The sexual penetration is accomplished without the consent of the victim and the defendant knows or has reason to know at the time of the penetration that the victim did not consent;
- (3) The defendant knows or has reason to know that the victim is:
  - (A) Mentally defective;
  - (B) Mentally incapacitated;
  - (C) Physically helpless; or
  - (D) A vulnerable adult, as defined in § 39-15-501, with an intellectual disability; or
- (4) The sexual penetration is accomplished by fraud.

(A) Except as provided in subdivision (b)(1)(B), rape is a Class B felony.

(B) If the victim of the offense is at least thirteen (13) years of age but less than eighteen (18) years of age, rape is a Class B felony and, notwithstanding title 40, chapter 35, the defendant shall be punished as a Range II offender; however, the sentence imposed upon the defendant may, if appropriate, be within Range III but in no case shall it be lower than Range II.

(2) Notwithstanding title 40, chapter 35, a person convicted of a violation of this section shall be punished as a Range II offender; however, the sentence imposed upon such person may, if appropriate, be within Range III but in no case shall it be lower than Range II.

**Fondling:** 39-13-505 The touching of the private parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

**Incest: 39-15-302 (a)** A person commits **incest** who engages in sexual penetration as **defined** in § 39-13-501, with a person, knowing the person to be, without regard to legitimacy:

(1) The person's natural parent, child, grandparent, grandchild, uncle, aunt, nephew, niece, stepparent, stepchild, adoptive parent, adoptive child; or

(2) The person's brother or sister of the whole or half-blood or by adoption.

(b)

(1) Except as provided in subdivision (b)(2), **incest** is a Class C felony.

(2) If the victim of the offense is a minor, **incest** is a Class B felony and, notwithstanding title 40, chapter 35, the defendant shall be punished as a Range II offender; however, the sentence imposed upon the defendant may, if appropriate, be within Range III but in no case shall it be lower than Range II.

**Statutory Rape: 39-13-506 (a)** Mitigated **statutory rape** is the unlawful sexual penetration of a victim by the defendant, or of the defendant by the victim when the victim is at least fifteen (15) but less than eighteen (18) years of age and the defendant is at least four (4) but not more than five (5) years older than the victim.

(b) **Statutory rape** is the unlawful sexual penetration of a victim by the defendant or of the defendant by the victim when:

(1) The victim is at least thirteen (13) but less than fifteen (15) years of age and the defendant is at least four (4) years but less than ten (10) years older than the victim; or



### **Statutory Rape: 39-13-506**

(2) The victim is at least fifteen (15) but less than eighteen (18) years of age and the defendant is more than five (5) but less than ten (10) years older than the victim.

(c) Aggravated **statutory rape** is the unlawful sexual penetration of a victim by the defendant, or of the defendant by the victim when the victim is at least thirteen (13) but less than eighteen (18) years of age and the defendant is at least ten (10) years older than the victim.

(d)

(1) Mitigated **statutory rape** is a Class E felony.

(2)

(A) **Statutory rape** is a Class E felony.

(B) In addition to the punishment provided for a person who commits **statutory rape** for the first time, the trial judge may order, after taking into account the facts and circumstances surrounding the offense, including the offense for which the person was originally charged and whether the conviction was the result of a plea bargain agreement, that the person be required to register as a sexual offender pursuant to title 40, chapter 39, part 2.

(3) Aggravated **statutory rape** is a Class D felony.

### **Stalking, Aggravated Stalking and especially aggravated stalking. Tn. Code 39-17-315**

a) As used in this section, unless the context otherwise requires:

(1) "Course of conduct":

(A) Means a pattern of conduct composed of a series of two (2) or more separate, noncontinuous acts evidencing a continuity of purpose, including, but not limited to, acts in which the defendant directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to a person, or interferes with a person's property;

(B) Notwithstanding subdivision (a)(1)(A), includes one (1) instance of placing an electronic tracking device, without the consent of a person, on the person or in or on the person's property; and

(C) Does not include the installing, concealing, or placing of an electronic tracking device by or at the direction of a law enforcement officer in furtherance of a criminal investigation that is carried out in accordance with applicable state or federal law;

(2) "Emotional distress" means significant mental suffering or distress that may, but does not necessarily, require medical or other professional treatment or counseling;

(3) "Harassment":

(A) Means:

(i) Conduct directed toward a victim that includes, but is not limited to, repeated or continuing unconsented contact;

(ii) The conduct is committed with reckless disregard for whether the victim will suffer emotional distress as a result of the conduct; and

(iii) The victim suffers emotional distress as a result of the conduct; and

(B) Does not include constitutionally protected activity or conduct that serves a legitimate purpose;

(4) "**Stalking**" means a willful course of conduct involving repeated or continuing harassment of another individual that would cause a reasonable person to feel terrorized, frightened, intimidated, threatened, harassed, or molested, and that actually causes the victim to feel terrorized, frightened, intimidated, threatened, harassed, or molested;

(5) "Unconsented contact" means any contact with another person that is initiated or continued without that person's consent, or in disregard of that person's expressed desire that the contact be avoided or discontinued. Unconsented contact includes, but is not limited to, any of the following:

(A) Following or appearing within the sight of that person;

(B) Approaching or confronting that person in a public place or on private property;

(C) Appearing at that person's workplace or residence;

(D) Entering onto or remaining on property owned, leased, or occupied by that person;

(E) Contacting that person by telephone;

(F) Sending to that person mail or any electronic communications, including, but not limited to, electronic mail, text messages, or any other type of electronic message sent using the internet, websites, or a social media platform; or

(G) Placing an object on, or delivering an object to, property owned, leased, or occupied by that person; and

(6) "Victim" means an individual who is the target of a willful course of conduct involving repeated or continuing harassment.

(b)

(1) A person commits an offense who intentionally engages in **stalking**.

(2) **Stalking** is a Class A misdemeanor.

(3) **Stalking** is a Class E felony if the defendant, at the time of the offense, was required to or was registered with the Tennessee bureau of investigation as a sexual offender, violent sexual offender or violent juvenile sexual offender, as defined in § 40-39-202.

(c)

(1) A person commits aggravated **stalking** who commits the offense of **stalking** as prohibited by subsection (b), and:

(A) In the course and furtherance of **stalking**, displays a deadly weapon;

(B)

(i) The victim of the offense was less than eighteen (18) years of age at any time during the person's course of conduct, and the person is five (5) or more years older than the victim; or

(ii) The victim of the offense was sixty-five (65) years of age or older at any time during the person's course of conduct;

(C) Has previously been convicted of **stalking** within seven (7) years of the instant offense;



## Stalking, Aggravated Stalking and especially aggravated stalking. Tn. Code 39-17-315

(D) Makes a credible threat to the victim, the victim's child, sibling, spouse, parent or dependents with the intent to place any such person in reasonable fear of death or bodily injury; or

(E) At the time of the offense, was prohibited from making contact with the victim under a restraining order or injunction for protection, an order of protection, or any other court-imposed prohibition of conduct toward the victim or the victim's property, and the person knowingly violates the injunction, order or court-imposed prohibition.

(2) Aggravated **stalking** is a Class E felony.

(d)

(1) A person commits especially aggravated **stalking** who:

(A) Commits the offense of **stalking** or aggravated **stalking**, and has previously been convicted of **stalking** or aggravated **stalking** involving the same victim of the instant offense;

(B) Commits the offense of aggravated **stalking**, and intentionally or recklessly causes serious bodily injury to the victim of the offense or to the victim's child, sibling, spouse, parent or dependent; or

(C) Commits the offense of **stalking** or aggravated **stalking**, the person is eighteen (18) years of age or older, and the victim of the offense was less than twelve (12) years of age at any time during the person's course of conduct.

(2) Especially aggravated **stalking** is a Class C felony.

(e) Notwithstanding any other law, if the court grants probation to a person convicted of **stalking**, aggravated **stalking** or especially aggravated **stalking**, the court may keep the person on probation for a period not to exceed the maximum punishment for the appropriate classification of offense. Regardless of whether a term of probation is ordered, the court may, in addition to any other punishment otherwise authorized by law, order the defendant to do the following:

(1) Refrain from **stalking** any individual during the term of probation;

(2) Refrain from having any contact with the victim of the offense or the victim's child, sibling, spouse, parent or dependent;

(3) Be evaluated to determine the need for psychiatric, psychological, or social counseling, and, if determined appropriate by the court, to receive psychiatric, psychological or social counseling at the defendant's own expense;

(4) If, as the result of such treatment or otherwise, the defendant is required to take medication, order that the defendant submit to drug testing or some other method by which the court can monitor whether the defendant is taking the required medication; and

(5) Submit to the use of an electronic tracking device, with the cost of the device and monitoring the defendant's whereabouts, to be paid by the defendant.

(f) In a prosecution for a violation of this section, evidence that the defendant continued to engage in a course of conduct involving repeated unconsented

contact with the victim after having been requested by the victim to discontinue the conduct or a different form of unconsented contact, and to refrain from any further unconsented contact with the victim, is prima facie evidence that the continuation of the course of conduct caused the victim to feel terrorized, frightened, intimidated, threatened, harassed, or molested.

(g)

(1) If a person is convicted of aggravated or especially aggravated **stalking**, or another felony offense arising out of a charge based on this section, the court may order an independent professional mental health assessment of the defendant's need for mental health treatment. The court may waive the assessment, if an adequate assessment was conducted prior to the conviction.

(2) If the assessment indicates that the defendant is in need of and amenable to mental health treatment, the court may include in the sentence a requirement that the offender undergo treatment, and that the drug intake of the defendant be monitored in the manner best suited to the particular situation. Monitoring may include periodic determinations as to whether the defendant is ingesting any illegal controlled substances or controlled substance analogues, as well as determinations as to whether the defendant is complying with any required or recommended course of treatment that includes the taking of medications.

(3) The court shall order the offender to pay the costs of assessment under this subsection (g), unless the offender is indigent under § 40-14-202.

(h) Any person who reasonably believes they are a victim of an offense under this section, regardless of whether the alleged perpetrator has been arrested, charged or convicted of a **stalking**-related offense, shall be entitled to seek and obtain an order of protection in the same manner, and under the same circumstances, as is provided for victims of domestic abuse by title 36, chapter 3, part 6.

(i) When a person is charged and arrested for the offense of **stalking**, aggravated **stalking** or especially aggravated **stalking**, the arresting law enforcement officer shall inform the victim that the person arrested may be eligible to post bail for the offense and to be released until the date of trial for the offense.

(j) If a law enforcement officer or district attorney general believes that the life of a possible victim of **stalking** is in immediate danger, unless and until sufficient evidence can be processed linking a particular person to the offense, the district attorney general may petition the judge of a court of record having criminal jurisdiction in that district to enter an order expediting the processing of any evidence in a particular **stalking** case. If, after hearing the petition, the court is of the opinion that the life of the victim may be in immediate danger if the alleged perpetrator is not apprehended, the court may enter such an order, directed to the Tennessee bureau of investigation, or any other agency or laboratory that may be in the process of analyzing evidence for that particular investigation.



## Stalking, Aggravated Stalking and especially aggravated stalking. Tn. Code 39-17-315

(k)

(1) For purposes of determining if a course of conduct amounting to **stalking** is a single offense or multiple offenses, the occurrence of any of the following events breaks the continuous course of conduct, with respect to the same victim, that constitutes the offense:

(A) The defendant is arrested and charged with **stalking**, aggravated **stalking** or especially aggravated **stalking**;

(B) The defendant is found by a court of competent jurisdiction to have violated an order of protection issued to prohibit the defendant from engaging in the conduct of **stalking**; or

(C) The defendant is convicted of the offense of **stalking**, aggravated **stalking** or especially aggravated **stalking**.

(2) If a continuing course of conduct amounting to **stalking** engaged in by a defendant against the same victim is broken by any of the events set out in subdivision (k)(1), any such conduct that occurs after that event commences a new and separate offense.

(f) **Stalking** may be prosecuted pursuant to § 39-11-103(d).

(m) This section does not prohibit prosecution and conviction under another criminal statute.

## TENNESSEE STATE LAW DEFINITIONS OF DOMESTIC VIOLENCE, DATING VIOLENCE, AND SEXUAL ASSAULT

**Domestic Violence:** The state of Tennessee defines domestic violence as follows:

### TCA § 39-13-111. Domestic assault.

(a) As used in this section, "domestic abuse victim" means any person who falls within the following categories:

(1) Adults or minors who are current or former spouses;

(2) Adults or minors who live together or who have lived together;

(3) Adults or minors who are dating or who have dated or who have or had a sexual relationship, but does not include fraternization between two (2) individuals in a business or social context;

(4) Adults or minors related by blood or adoption;

(5) Adults or minors who are related or were formerly related by marriage; or

(6) Adult or minor children of a person in a relationship that is described in subdivisions (a)(1)-(5).

(b) A person commits domestic assault who commits an assault as defined in § 39-13-101 against a domestic abuse victim.

(c)

(1) A first conviction for domestic assault and a second or subsequent conviction for domestic assault committed in a manner prohibited by § 39-13-101(a)(2) and (a)(3) is punishable the same as assault under § 39-13-101, and additionally, as provided in

### TCA § 39-13-111. Domestic assault.

subdivisions (c)(2) and (c)(3) and subsections (d) and (e) of this section.

(2) A second conviction for domestic assault committed in a manner prohibited by § 39-13-101(a)(1) is punishable by a fine of not less than three hundred fifty dollars (\$350) nor more than three thousand five hundred dollars (\$3,500), and by confinement in the county jail or workhouse for not less than thirty (30) consecutive days, nor more than eleven (11) months and twenty-nine (29) days.

(3) A third or subsequent conviction for domestic assault, under § 39-13-101(a)(1), is a Class E felony. The defendant must be sentenced to mandatory confinement of not less than ninety (90) consecutive days in the county jail or workhouse. The defendant must pay a fine of not less than one thousand one hundred dollars (\$1,100) nor more than five thousand dollars (\$5,000).

(4) For purposes of this section, a person who is convicted of a violation of § 39-13-111 committed in a manner prohibited by § 39-13-101(a)(1), shall not be subject to the enhanced penalties prescribed in this subsection (c), if ten (10) or more years have elapsed between the date of the present violation and the date of any immediately preceding violation of § 39-13-111, committed in a manner prohibited by § 39-13-101(a)(1), that resulted in a conviction for such offense.

(5) In addition to any other punishment that may be imposed for a violation of this section, if, as determined by the court, the defendant possesses the ability to pay a fine in an amount not in excess of two hundred twenty-five dollars (\$225), then the court shall impose a fine at the level of the defendant's ability to pay, but not in excess of two hundred twenty-five dollars (\$225). The additional fine shall be paid to the clerk of the court imposing sentence, who shall transfer it to the state treasurer, who shall credit the fine to the general fund. All fines so credited to the general fund shall be subject to appropriation by the general assembly for the exclusive purpose of funding family violence shelters and shelter services. This appropriation shall be in addition to any amount appropriated pursuant to § 67-4-411.

(6) If a defendant pleads guilty or is found guilty of a domestic violence offense, as defined by this section or in § 40-14-109, the judge shall immediately order that the defendant:

(A) Terminate physical possession of all firearms in the defendant's possession within forty-eight (48) hours of the conviction by any lawful means, such as transferring possession to a third party who is not prohibited from possessing firearms; and

(B)

(i) Complete an affidavit of firearms dispossession form and return it to the court in which the defendant was convicted when all firearms have been lawfully dispossessed as required by subdivision (c)(6)(A);



**TCA § 39-13-111. Domestic assault.**

(ii) The defendant may obtain the affidavit of dispossession from the court or court clerk or the defendant may be directed to obtain a copy from the website of the administrative office of the courts.

(7) In addition to all other fines, fees, costs, and punishments now prescribed by law, the court shall assess each person convicted of domestic assault an electronic monitoring indigency fee of ten dollars (\$10.00). All proceeds collected pursuant to this subdivision (c)(7) shall be transmitted to the treasurer for deposit in the electronic monitoring indigency fund, established in § 55-10-419.

(d) As part of a defendant's alternative sentencing for a violation of this section, the sentencing judge may direct the defendant to complete a drug or alcohol treatment program or available counseling programs that address violence and control issues including, but not limited to, a batterer's intervention program that has been certified by the domestic violence state coordinating council. Completion of a noncertified batterer's intervention program shall only be ordered if no certified program is available in the sentencing county. No batterer's intervention program, certified or noncertified, shall be deemed complete until the full term of the program is complete, and a judge may not require a defendant to attend less than the full term of a program as part of a plea agreement or otherwise. The defendant's knowing failure to complete such an intervention program shall be considered a violation of the defendant's alternative sentence program and the sentencing judge may revoke the defendant's participation in such program and order execution of sentence.

(e) A person convicted of a violation under this section shall be required to serve at least the minimum sentence day for day. All persons sentenced under this section shall, in addition to service of at least the minimum sentence, be required to serve the difference between the time actually served and the maximum sentence on supervised probation.

(f) A person convicted of a violation of this section involving strangulation or attempted strangulation shall be punished by a mandatory minimum sentence of thirty (30) days incarceration, which includes participation in programming that is evidence-based for domestic violence.

**TCA § 39-13-504. Aggravated sexual battery.**

(a) Aggravated sexual battery is unlawful sexual contact with a victim by the defendant or the defendant by a victim accompanied by any of the following circumstances:

(1) Force or coercion is used to accomplish the act and the defendant is armed with a weapon or any article used or fashioned in a manner to lead the victim reasonably to believe it to be a weapon;

(2) The defendant causes bodily injury to the victim;

(3) The defendant is aided or abetted by one (1) or more other persons; and

(A) Force or coercion is used to accomplish the act; or

**TCA § 39-13-504. Aggravated sexual battery.**

(B) The defendant knows or has reason to know that the victim is mentally defective, mentally incapacitated or physically helpless; or

(4) The victim is less than thirteen (13) years of age.

(b) Aggravated sexual battery is a Class B felony.

**TCA § 39-13-503. Rape.**

(a) Rape is unlawful sexual penetration of a victim by the defendant or of the defendant by a victim accompanied by any of the following circumstances:

(1) Force or coercion is used to accomplish the act;

(2) The sexual penetration is accomplished without the consent of the victim and the defendant knows or has reason to know at the time of the penetration that the victim did not consent;

(3) The defendant knows or has reason to know that the victim is:

(A) Mentally defective;

(B) Mentally incapacitated;

(C) Physically helpless; or

(D) A vulnerable adult, as defined in § 39-15-501, with an intellectual disability; or

(4) The sexual penetration is accomplished by fraud.

(b)

(1)

(A) Except as provided in subdivision (b)(1)(B), rape is a Class B felony.

(B) If the victim of the offense is at least thirteen (13) years of age but less than eighteen (18) years of age, rape is a Class B felony and, notwithstanding title 40, chapter 35, the defendant shall be punished as a Range II offender; however, the sentence imposed upon the defendant may, if appropriate, be within Range III but in no case shall it be lower than Range II.

(2) Notwithstanding title 40, chapter 35, a person convicted of a violation of this section shall be punished as a Range II offender; however, the sentence imposed upon such person may, if appropriate, be within Range III but in no case shall it be lower than Range II.

**TCA § 39-13-502. Aggravated Rape.**

(a) Aggravated rape is unlawful sexual penetration of a victim by the defendant or the defendant by a victim accompanied by any of the following circumstances:

(1) Force or coercion is used to accomplish the act and the defendant is armed with a weapon or any article used or fashioned in a manner to lead the victim reasonably to believe it to be a weapon;

(2) The defendant causes bodily injury to the victim;

(3) The defendant is aided or abetted by one (1) or more other persons; and

(A) Force or coercion is used to accomplish the act; or

(B) The defendant knows or has reason to know that the victim is:

(i) Mentally defective;

(ii) Mentally incapacitated;

(iii) Physically helpless;



## **TCA § 39-13-502. Aggravated Rape.**

(iv) A vulnerable adult, as defined in § 39-15-501, with an intellectual disability; or  
(4) The defendant knows that the defendant is infected with HIV. As used in this subdivision (a)(4), "HIV" means the human immunodeficiency virus or any other identified causative agent of acquired immunodeficiency syndrome.

**(b)**

(1) Aggravated rape is a Class A felony.  
(2) Notwithstanding title 40, chapter 35, a person convicted of a violation of this section shall be punished as a Range II offender; however, the sentence imposed upon such person may, if appropriate, be within Range III but in no case shall it be lower than Range II.

## **TCA § 39-13-506. Mitigated statutory rape -- Statutory rape -- Aggravated statutory rape.**

a) Mitigated statutory rape is the unlawful sexual penetration of a victim by the defendant, or of the defendant by the victim when the victim is at least fifteen (15) but less than eighteen (18) years of age and the defendant is at least four (4) but not more than five (5) years older than the victim.

(b) Statutory rape is the unlawful sexual penetration of a victim by the defendant or of the defendant by the victim when:

(1) The victim is at least thirteen (13) but less than fifteen (15) years of age and the defendant is at least four (4) years but less than ten (10) years older than the victim; or

(2) The victim is at least fifteen (15) but less than eighteen (18) years of age and the defendant is more than five (5) but less than ten (10) years older than the victim.

(c) Aggravated statutory rape is the unlawful sexual penetration of a victim by the defendant, or of the defendant by the victim when the victim is at least thirteen (13) but less than eighteen (18) years of age and the defendant is at least ten (10) years older than the victim.

**(d)**

(1) Mitigated statutory rape is a Class E felony.

**(2)**

(A) Statutory rape is a Class E felony.

(B) In addition to the punishment provided for a person who commits statutory rape for the first time, the trial judge may order, after taking into account the facts and circumstances surrounding the offense, including the offense for which the person was originally charged and whether the conviction was the result of a plea bargain agreement, that the person be required to register as a sexual offender pursuant to title 40, chapter 39, part 2.

(3) Aggravated statutory rape is a Class D felony.

## **TCA § 39-13-532. Statutory rape by an authority figure.**

(a) Statutory rape by an authority figure is the unlawful sexual penetration of a victim by the defendant or of the defendant by the victim when:

(1) The victim is at least thirteen (13) but less than eighteen (18) years of age;

(2) The defendant is at least four (4) years older than the victim; and

**(3)**

(A) The defendant was, at the time of the offense, in a position of trust, or had supervisory or disciplinary power over the victim by virtue of the defendant's legal, professional, or occupational status and used the position of trust or power to accomplish the sexual penetration; or

(B) The defendant had, at the time of the offense, parental or custodial authority over the victim by virtue of the defendant's legal, professional, or occupational status and used the position to accomplish the sexual penetration.

(b) Statutory rape by an authority figure is a Class B felony.

(c) No person who is found guilty of or pleads guilty to the offense shall be eligible for probation pursuant to § 40-35-303 or judicial diversion pursuant to § 40-35-313.

## **WHAT TO DO IF YOU HAVE BEEN THE VICTIM OF SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE, OR STALKING**

### **Sexual Assault Protocol and Information**

If you are a victim of rape while on the MTS campus or in Shelby County, Tennessee, contact:

**Crime Victim and Rape Crisis Center**, regardless of your law enforcement reporting status.

**The Crisis Center 1060 Madison Ave. Memphis, Tn. Tennessee 38104.**

**The Centers 24hour help line 901-222-3950**

Hours- Monday through Friday 8:00 AM - 4:30 PM.

**With 24 hour response on call**

**24-Hour Sexual Assault Hotline: 901-222-4350**

Email: <https://shelbycountyttn.gov/737/Crime-Victims-Rape-Crisis-Center>

During weekends and outside of regular business hours, emergency only access is through Memphis Police Department Dispatch. The telephone is answered after hours by the Crisis Center.

After an incident of sexual assault and domestic violence, the victim should consider seeking medical attention as soon as possible. In Tennessee, evidence may be collected even if you choose not to make a report to law enforcement.



## Importance of Evidence Preservation

It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours so that evidence, as may be necessary to the proof of criminal activity, may be preserved.

In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease.

Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to Seminary hearing boards/investigators or police.

### **TCA § 39-13-519. Forensic medical examination of victims of sexually oriented crime – Protocol for collection and processing of sexual assault evidence kits and hold kits.**

#### **Electronic Tracking System -Notification Regarding DNA sample and match.**

(a) As used in this section, unless the context otherwise requires:

(1) "Forensic medical examination" means an examination by any healthcare provider who provides medical care and gathers evidence of a sexually oriented crime in a manner suitable for use in a court of law, provided to a victim reporting a sexually oriented crime to a healthcare provider;

(2) "Hold kit" means a sexual assault evidence collection kit of an adult victim that is coded with a number rather than a name pending the victim's decision to report the crime to law enforcement authorities, and has not been submitted to the state crime lab or similar qualified laboratory;

(3) "Law enforcement agency" means:

(A) An established state or local agency that:

(i) Is responsible and has the duty to prevent and detect crime and enforce laws or local ordinances; and  
(ii) Has employees who are authorized to make arrests for crimes while acting within the scope of their authority; and

(B) A campus security force created by an institution of higher education pursuant to § 49-7-118;

(4) "Sexual assault evidence collection kit" means evidence collected from the victim of a sexually oriented crime with a sexual assault evidence collection kit provided by the state;

(5) "Sexually oriented crime" means those crimes listed in § 29-13-118(b); and

(6) "Victim" means a victim of a sexually oriented crime as defined in § 29-13-118(b).

(b) A victim of a sexually-oriented crime is entitled to a forensic medical examination without charge to the

victim as provided in § 29-13-118. Within twenty-four (24) hours of the conclusion of the forensic examination, the healthcare provider shall notify the applicable law enforcement agency that a sexual assault evidence collection kit or hold kit is ready for release. Within seven (7) days of being notified, the law enforcement agency shall pick up the sexual assault evidence collection kit or hold kit for storage or transmission to the state crime lab or other similar qualified laboratory for either serology or deoxyribonucleic acid (DNA) testing.

(c)

(1) If an adult victim elects not to report the alleged offense to police at the time of the forensic medical examination, the sexual assault evidence collection kit becomes a hold kit, and the healthcare provider shall assign a number to identify the kit rather than use the victim's name. The healthcare provider shall provide the victim with the identifying number placed on the victim's hold kit; information about where and how long the kit will be stored; procedures for making a police report and information about the electronic tracking system procured by the Tennessee bureau of investigation pursuant to § 38-6-128; contact information for local rape crisis centers, if any; and a copy of the rights of a victim of a sexually-oriented crime as set forth in § 40-38-119. The hold kit must be released to the appropriate law enforcement agency for storage pursuant to subdivision (d)(2). Once a victim makes a police report, the law enforcement agency shall change the kit status in the system prior to submitting the kit to the state crime lab or other similar qualified laboratory for either serology or DNA testing.

(2) If an adult victim reports the alleged offense to the police, or the victim is a minor, the healthcare provider shall attach the victim's name to the sexual assault evidence collection kit, and it shall be released to the appropriate law enforcement agency.

(d)

(1) The law enforcement agency shall, within thirty (30) days of taking possession of the sexual assault evidence collection kit with the victim's name affixed to it, submit the kit to the Tennessee bureau of investigation or similar qualified laboratory for either serology or deoxyribonucleic acid (DNA) testing.

(2) Upon receipt of a hold kit with only an identification number attached to it, the law enforcement agency shall store the hold kit for a minimum of ten (10) years or until the victim makes a police report, whichever event occurs first. Once the victim makes a police report, the law enforcement agency shall have thirty (30) days from the date of the police report to send the sexual assault evidence collection kit to the state crime lab or other similar qualified laboratory for either serology or deoxyribonucleic acid (DNA) testing. However, no hold kit shall be submitted to the state crime lab or similar laboratory for testing until the victim has made a police report.

(e) Beginning July 1, 2022:





**TCA § 39-13-519. Forensic medical examination of victims of sexually oriented crime – Protocol for collection and processing of sexual assault evidence kits and hold kits.**

**Electronic Tracking System -Notification Regarding DNA sample and match.**

**(1)** A law enforcement agency, the state crime lab, and any other similar qualified laboratory that receives, maintains, stores, or preserves sexual assault evidence collection kits or hold kits must participate in the electronic tracking system administered by the Tennessee bureau of investigation pursuant to § 38-6-128;

**(2)** A law enforcement agency receiving a sexual assault evidence collection kit after the conclusion of the forensic medical examination must provide the victim with a tracking number for the sexual assault evidence collection kit, and a copy of the pamphlet created by the Tennessee bureau of investigation pursuant to § 38-6-128 explaining how to access and use the tracking system and the victim's right to receive testing status updates of the victim's sexual assault evidence collection kit generated by the Tennessee bureau of investigation or similar qualified laboratory; and

**(3)** A law enforcement agency receiving a sexual assault evidence collection kit or hold kit from a healthcare provider must enter the sexual assault evidence collection kit or hold kit into the tracking system within ten (10) days of receipt of the evidence from the healthcare provider. The location and status of the evidence must be updated in the tracking system by the law enforcement agency and the state crime lab or other similar qualified laboratory taking possession of the kit at each step of the process, including submission of the evidence to the laboratory for testing, laboratory testing status, and evidence disposition following laboratory testing.

**(f)** Upon receipt of DNA data analysis results from the Tennessee bureau of investigation pursuant to § 38-6-113(d) or similar qualified laboratory, the investigating agency must, upon a victim's request and within a reasonable time, notify the victim of whether a DNA sample was obtained from the analysis and whether the analysis resulted in a match to a DNA profile in state or federal databases, unless disclosure of the information would impede or compromise the investigation.

**RISK REDUCTION, WARNING SIGNS OF ABUSIVE BEHAVIOR AND FUTURE ATTACKS**

No victim is EVER to blame for being assaulted or abused. Unfortunately, studies show that a person who is the victim of sexual or dating violence is more likely to be re-victimized. Below are some tips to help reduce your risk, to recognize warnings signs of abusive behavior and how to reduce the risk of a potential attack.

**Warning Signs of Abusive Behavior**

Domestic and dating abuse often escalates from threats and verbal abuse to violence. And, while physical injury may be the most obvious danger, the emotional and psychological consequences of domestic and dating violence are also severe.

Warning signs of dating and domestic violence include:

1. Being afraid of your partner;
2. Constantly watching what you say to avoid a “blow up;”
3. Feelings of low self-worth and helplessness about your relationship;
4. Feeling isolated from family or friends because of your relationship;
5. Hiding bruises or other injuries from family or friends
6. Being prevented from working, studying, going home, and/or using technology (including your cell phone);
7. Being monitored by your partner at home, work or school; and
8. Being forced to do things you don't want to do.

**Help Reduce Your Risk and Avoid Potential Attacks**

1. If you are being abused or suspect that someone you know is being abused, speak up or intervene.
2. Get help by contacting a Campus Security Authority or pastoral counselor at MTS.
3. Learn how to look for “red flags” in relationships so you can learn to avoid some of those characteristics in future partners
4. Consider making a report with Seminary Police and/or the Title IX Coordinator and ask for a “no contact” directive from the Seminary to prevent future contact
5. Consider getting a protection from abuse order or no contact order from a local judge or magisterial justice
6. Learn more about what behaviors constitute dating and domestic violence, understand it is not your fault, and talk with friends and family members about ways you can be supported.
7. Trust your instincts—if something doesn't feel right in a relationship, speak up or end it.

**Sexual Assault Prevention (From RAINN)**

Again, with the understanding that no victim is EVER to blame for an assault or abuse and recognizing that only sexual offenders are responsible for sexual assault, the following are some strategies to reduce one's risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, [www.rainn.org](http://www.rainn.org))

## Sexual Assault Prevention (From RAINN)

1. Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. Try to avoid isolated areas. It is more difficult to get help if no one is around.
3. Walk with purpose. Even if you don't know where you are going, act as you do.
4. Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.
5. Try not to load yourself down with packages or bags as this can make you appear more vulnerable.
6. Make sure your cell phone is with you and charged and that you have cash money.
7. Don't allow yourself to be isolated with someone you don't trust or someone you don't know.
8. Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
9. When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
10. Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
11. Don't leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you've left your drink alone, just get a new one.
12. Don't accept drinks from people you don't know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from the punch bowls or other large, common open containers.
13. Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately.
14. If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
15. If you need to get out of an uncomfortable or scary situation here are some things that you can try:
  - a. Remember that being in this situation is not your fault. You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.
  - b. Be true to yourself. Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good

enough reason. Do what feels right to you and what you are comfortable with.

- c. Have a code word with your friends or family so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
  - d. Lie. If you don't want to hurt the person's feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.
16. Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
  17. If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

### Traveling around campus (walking)

1. Make sure your cell phone is easily accessible and fully charged
2. Take major, public paths rather than less populated shortcuts
3. Avoid dimly lit places and notify the Facilities and Safety Department or on-duty Campus Monitor if you believe that lights need to be installed in an area
4. Be alert and aware of your surroundings and avoid unnecessary distractions
5. Travel in groups when possible
6. Carry a noisemaker (like a whistle) on your keychain
7. Carry a small flashlight on your keychain
8. If walking feels unsafe, call the on-duty Campus Monitor at 901-436-3064 for an safety escort.

### BYSTANDER INTERVENTION

As a Seminary and community of faith based on the principles of scholarship, piety, and justice, we all have a role to play in watching out for each other. We can do this do this by stepping in safely if they ever encounter violence on campus and showing the people around the potential situation that they aren't okay with violence (through conversations, attending/supporting violence prevention events, posting to social media, etc.).



**BYSTANDER INTERVENTION**

- Grab some friends and check in together
- “Are you OK?”
- “I’m worried about you, can I get you home?”
- Say their friends have been looking for them
- Offer an alternative activity
- Just stick around and don’t leave the two alone

**Delegate:** Asking someone else to help because you are uncomfortable intervening. This also notifies someone else of what is going on and that something needs to be done. If you ever feel unsafe, delegate.

- Examples: Talk to their friends, ask them to check in
- Tell a resident assistant
- Call 911 or on-duty Campus Monitor 901-436-3064

**Distract:** When you do not want to express you’re concerned, but still want to defuse the situation.

**How to Report an Incident of Sexual Assault, Domestic Violence, Dating Violence, or Stalking**

If the threat is present or in an emergency, call **911** (or **9-911** if you are dialing from a Seminary landline phone).

If you have been the victim of domestic violence, dating violence, sexual assault, or stalking, you should report the incident promptly to the following:

Agency/Contact	Phone Number	Address	Email
Memphis Police Department (MPD)	901-545-2677	170 North Main Street Memphis, TN 38103	n/a
Tillman Station	901-636-3000	426 Tillman St Memp	n/a
On-Guard Campus Security Guard	901-436-3064	1 <sup>st</sup> Floor Brown Shannon Hall	n/a
Director of Facilities and Safety	901-334-5870 901-262-1111 (after hours emergency)	139 Roberta Dr. Memphis, TN 38112	gspencer@MemphisSeminary.edu
Title IX Coordinator	901-334-5814	168 E Parkway S Memphis, TN 38104	ehughes@MemphisSeminary.edu

**Proactive Ways to Create a Safer Community**

No one can do everything, but everyone can do something. When enough people do things to show that they do not tolerate violence at MTS, it will create an environment where violence is unacceptable, and fewer people are hurt.

- Educate yourself about sexual assault, dating violence and stalking, and how to be an active bystander
- Use social media to educate others and let them know you don’t tolerate violence
- Make it the norm in your friend group to check in with each other
- Wear a t-shirt with an anti-violence stance

# RESPONDING TO REPORTS OF SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING

## Seminary Procedure for Sexual Assault

1. Depending on when reported (immediate vs delayed report), the institution will provide the complainant with access to medical care
2. The institution will assess the immediate safety needs of complainant
3. The institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for the local police department
4. The institution will provide the complainant with referrals to on and off campus mental health providers
5. The institution will assess the need to implement interim or long-term protective measures, such as housing changes, change in class schedule, “No Contact” directive between both parties
6. The institution will provide a “No trespass” (PNG) directive to accused party if deemed appropriate
7. The institution will provide written instructions on how to apply for Protective Order
8. The institution will provide a copy of the Sexual Misconduct Policy to the complainant and inform the complainant regarding timeframes for inquiry, investigation, and resolution
9. The institution will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is
10. The institution will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.

## Evidentiary Standard for Sexual Assault

Sexual assault cases are referred to the Title IX Coordinator and/or the Manager of Facilities and Safety are adjudicated by the institution’s Sexual Misconduct Board using the preponderance of the evidence standard.

## Seminary Procedure for Domestic Violence

1. The institution will assess the immediate safety needs of complainant
2. The institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for the local police department

3. The institution will provide written instructions on how to apply for Protective Order
4. The institution will provide written information to complainant on how to preserve evidence
5. The institution will assess the need to implement interim or long-term protective measures to protect the complainant, if appropriate
6. The institution will provide a “No trespass” (PNG) directive to accused party if deemed appropriate

## Evidentiary Standard for Domestic Violence

Domestic Violence Cases are referred to the Title IX Coordinator and the Manager of Facilities and Safety and adjudicated using the clear and convincing evidentiary standard. If the act of domestic violence is sexually based, it may fall under the institution’s Sexual Misconduct Policy and if so, would be referred to the Title IX Coordinator and adjudicated under the institution’s Sexual Misconduct Board using the preponderance of the evidence standard

## Seminary Procedure for Dating Violence

1. The institution will assess the immediate safety needs of complainant
2. The institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for the local police department
3. The institution will provide written instructions on how to apply for Protective Order
4. The institution will provide written information to complainant on how to preserve evidence
5. The institution will assess the need to implement interim or long-term protective measures to protect the complainant, if appropriate
6. The institution will provide a “No trespass” (PNG) directive to accused party if deemed appropriate

## Evidentiary Standard for Dating Violence

Dating Violence cases are referred to the Title IX Coordinator and the Manager of Facilities and Safety and adjudicated using the clear and convincing evidentiary standard. If the dating violence incident is sexually based, it may fall under the institution’s Sexual Misconduct Policy and if so, would be referred to the Title IX Coordinator and adjudicated under the institution’s Sexual Misconduct Board using the preponderance of the evidence standard.



## Seminary Procedure for Stalking

1. The institution will assess the immediate safety needs of complainant
2. The institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for the local police department
3. The institution will provide written instructions on how to apply for Protective Order
4. The institution will provide written information to complainant on how to preserve evidence
5. The institution will assess the need to implement interim or long-term protective measures to protect the complainant, if appropriate
6. The institution will provide a "No trespass" (PNG) directive to accused party if deemed appropriate

## Evidentiary Standard for Stalking

Stalking cases are referred to the Title IX Coordinator and the Manager of Facilities and Safety and adjudicated using the clear and convincing evidentiary standard. If the stalking is sexually based, it may fall under the institution's Sexual Misconduct Policy and if so, would be referred to the Title IX Coordinator and adjudicated under the institution's Sexual Misconduct Board using the preponderance of the evidence standard.

## ASSISTANCE FOR VICTIMS: RIGHTS AND OPTIONS

To the extent of the victim's cooperation and consent, Seminary offices, including the Manager of Facilities and Safety, the Title IX Coordinator as well as the Administrative Offices of the Seminary will work cooperatively to ensure that the complainant's health, physical safety, work, and academic status are protected, pending the outcome of a formal investigation of the complaint. For example, if reasonably available, a complainant may be offered changes to academic, living, or working situations in addition to counseling, health services and assistance in notifying appropriate local law enforcement. The Manager of Facilities and Safety, The Office of Student Services and the Title IX Coordinator will aid the student in obtaining these services.

MTS has procedures in place that serve to be sensitive to those who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of medical, counseling and support services, and additional remedies to prevent contact between a complainant and an accused party, such as housing,

academic, transportation and working accommodations, if reasonably available.

MTS will provide resources to persons who have been victims of sexual assault, domestic violence, dating violence, or stalking, and will apply appropriate disciplinary procedures to those who violate this policy.

The procedures set forth below are intended to afford a prompt response to charges of sexual assault, domestic or dating violence, and stalking, to maintain confidentiality and fairness consistent with applicable legal requirements, and to impose appropriate sanctions on violators of this policy. Although MTS strongly encourages all members of its community to report violations of this policy to law enforcement, it is the victim's choice whether or not to make such a report as well as the right to decline involvement with the police.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, he or she nevertheless should consider speaking with Campus Security Authorities or other law enforcement to preserve evidence in the event that the victim changes her/his mind at a later date.

Regardless of whether a victim elects to pursue a criminal complaint, the Seminary will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of their rights.

For more information about crime victim's rights in the state of Tennessee, please see the *Campus Security Policies – Tennessee Crime Victims' Rights* section on page 41-42.

MTS, Gregory Spencer, Manager of Facilities and Safety and or Ed Hughes, Title IX Coordinator will assist any victim with notifying local police if they so desire. If the student feels more comfortable in speaking to a female Campus Security Authority, then provisions will be made to offer that.

The main concern is for the victim to seek assistance and to be provided as much help as possible.

Memphis Police Department may also be reached directly by calling 911 or 901.545.2677 (non-emergency number), in person at 201 Poplar Ave, Memphis, TN 38103, Suite 1200.

Additional information about the Memphis Police Department may be found online at <http://www.memphispolice.org>.



## Obtaining a Protective Order

To obtain an Order of Protection in Shelby County you may contact the Orders of Protection Department at (901) 222-4013.

<https://www.shelbycountyttn.gov/3771/Orders-of-Protection>

Additional resources may be found at the Shelby County Crime Victims Center at 901-222-3950.

Any person who obtains an order of protection from Tennessee or any state in accordance with Tennessee Code 36-3-622 should provide a copy to the Manager of Facilities and Safety and the Office of the Title IX Coordinator. A complainant may then meet with Campus Authorities to develop a Safety Action Plan, which is a plan for local law enforcement officers and the campus security and the victim to reduce risk of harm while on campus or coming and going from campus. This plan may include, but is not limited to escorts, special parking arrangements, providing a temporary cellphone, changing classroom location or allowing a student to complete assignments from home, etc.)

Further, Memphis Theological Seminary complies with Tennessee law in recognizing orders of protection per Tennessee Code 36-3-622. Out-of-state protection orders.

(a) Any valid protection order related to abuse, domestic abuse, or domestic or family violence, issued by a court of another state, tribe or territory shall be afforded full faith and credit by the courts of this state and enforced as if it were issued in this state.

### ADJUDICATION OF VIOLATIONS

Whether or not criminal charges are filed, MTS or its authorized representative may file a complaint under the rules of Students Rights and Responsibilities as listed in the student handbook alleging that a student or employee violated MTS's policy Code of Conduct. Reports of all domestic violence, dating violence, sexual assault, and stalking made to a Seminary official will automatically be referred to the Title IX Coordinator for investigation regardless of if the complainant chooses to pursue criminal charges.

The Seminaries disciplinary process in accordance with Title IX and the Student Handbook as listed in Discrimination, Harassment, and Retaliation Policy will include a prompt, fair, and impartial investigation and resolution process. Investigators and hearing board members have trained annually on the issues related to domestic violence, dating violence, sexual assault, and stalking and taught how to conduct an investigation and hearing process that protects the safety of the victim and promotes accountability.

### The Complaint procedures provide that:

- a. The accuser and the accused student each have the opportunity to attend a hearing before a properly trained hearing board;
- b. The accuser and the accused student each have the opportunity to be advised by a personal advisor of their choice, at their expense, at any stage of the process and to be accompanied by that advisor at any meeting or hearing. An advisor may only consult and advise his or her advisee, but not speak for the advisee at any meeting or hearing;
- c. A student conduct decision is based on the preponderance of evidence standard, i.e. "more likely than not to have occurred" standard. In other words, the conduct process asks: "is it more likely than not that the accused student violated the Seminary's Student Conduct Code.
- d. The accuser and the accused will be notified simultaneously in writing of the outcome of any disciplinary proceeding, as well as any changes to those result or disciplinary actions prior to the time that such results become final; and
- e. The accuser and the accused each have the right to appeal the outcome of the hearing in accordance with the Complaint Procedures and Policy as listed and defined in the Student Handbook and will be notified simultaneously in writing of the final outcome after the appeal is resolved.
- f. A person alleging sexual assault, domestic violence, dating violence, or stalking may also utilize the complaint and investigatory procedures set forth in the Seminaries policy against Sexual Harassment located in the Student Handbook, Title IX rules and regulations and the Seminaries Violence Against Women Policy.
- g. All conduct proceedings against students involving a crime of persons will be resolved through the Formal Complaint Procedures.
- h. When a complainant does not consent to the disclosure of his or her name or other identifiable information to the alleged perpetrator, the Seminaries ability to respond to the complaint may be limited.

### POSSIBLE SANCTIONS OR PROTECTIVE MEASURES MTS MAY IMPOSE FOLLOWING A FINAL DETERMINATION OF AN INSTITUTIONAL PROCEDURE

#### Sanctions and Protective Measures

- a. In all cases, investigations that result in a finding of more likely than not that a violation of the Seminaries Code of Conduct occurred will lead to the initiation of disciplinary procedures against the accused individual.
- b. Seminary sanctions including, expulsion may be imposed upon those determined to have violated this policy.
- c. In the case of violence against persons will be referred to the local law enforcement authorities for criminal prosecution.



## Sanctions and Protective Measures

- d. The Seminary may implement protective measures following the report of domestic violence, dating violence, sexual assault and/or stalking which may include some or all of the following actions: Suspension, Order of Protection for the alleged victim, and Criminal Prosecution.
- e. For students, sexual assault, domestic violence, dating violence, and stalking are violations of the Student Conduct Code.
- f. Employees who violate this policy will be subject to discipline, up to and including termination of employment. Sexual assault, domestic violence, dating violence, and stalking are criminal acts which also may subject the perpetrator to criminal and civil penalties under federal and state law.
- g. The Title IX Coordinator will determine whether interim interventions and protective measure should be implemented, and, if so, take steps to implement those protective measures as soon as possible. Examples of interim protective measures include, but are not limited to: an order of no contact, student housing relocation, adjustment of course schedules, a leave of absence, or reassignment to a different supervisor or position. These remedies may be applied to one, both, or multiple parties involved.
- h. Applicable law requires that, when taking such steps to separate the complainant and the accused, the Seminary must minimize the burden on the complainant and thus should not, as a matter of course, remove the complainant from his or her job, classes or housing while allowing the accused to remain.
- i. Violations of the Title IX Coordinator's directives and/or protective measures will constitute related violations that may lead to additional disciplinary action.
- j. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by MTS.

## PROTECTING THE CONFIDENTIALITY OF VICTIMS

The Campus Sex Crimes Prevention Act (section 1601 of Public Law 106-386) is a federal law enacted on October 28, 2000, which provides for the tracking of convicted, registered sex offenders enrolled as students at institutions of higher education, or working or volunteering on campus. violence, dating violence, or stalking to the fullest extent of the law. Additionally, personally identifiable information about the victim will be treated as confidential and only shared with persons with a specific need to know who are

The Seminary will protect the identity of persons who report having been victims of sexual assault, domestic

## EDUCATION AND PREVENTION PROGRAMS

MTS engages in comprehensive educational programming to prevent domestic violence, dating violence, sexual assault, and stalking. Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students and faculty that:

- a. Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct;
- b. Defines what behavior constitutes domestic violence, dating violence, sexual assault, and stalking;
- c. Defines what behavior and actions constitute consent to sexual activity in the State of Tennessee;
- d. Provides safe and positive options for bystander intervention that may be carried out by an individual to prevent harm or intervene when there is a risk of domestic violence, dating violence, sexual assault, or stalking against a person other than the bystander;
- e. Provides information on risk reduction so that students and employees may recognize warning signs of abusive behavior and how to avoid potential attacks.
- f. Provides an overview of the information contained in the Annual Security Report in compliance with the Clery Act.

MTS is developing for implementation for the FALL SEMESTER 2024 an educational campaign in accordance with the Violence Against Women Act. This campaign will consist of presentations that will include the distribution of educational materials to new and current students. Additionally, the usage of Safe Colleges Training Modules will be aiding the Seminary in presentations on topics addressing VAWA issues. Participation is mandatory for Students-Staff and Faculty.



## **CAMPUS SEX CRIMES PREVENTION ACT**

The Act amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act to require sex offenders already required to register in a state to provide notice, as required under state law, of each institution of higher education in that state at which the person is employed, carries on a vocation, or is a student.

It also mandates that state procedures ensure that this registration information is promptly made available to law enforcement agencies with the jurisdiction where the institutions of higher education are located and that it is entered into appropriate state records or data systems.

A listing of all registered sex offenders in Tennessee State is maintained by the Tennessee Bureau of Investigation.

### **Direct Link to the TBI Sex Offender Registry:**

<https://www.tn.gov/tbi/law-enforcement-resources/law-enforcement-resources0/tennessee-sex-offender-registry.html>

### **Direct Link to the TBI Sex Offender Registry – Map Offenders:**

<http://tnmap.tn.gov/sor/>

<https://sor.tbi.tn.gov/disclaim?url=https://tnmap.tn.gov/sor/>

The Memphis Police Department also has sex offender information at the Police Department.

**Memphis Police Dept - Special Victims Unit - Sex Crime Reporting. Address. 170 N Main Street 8th Floor Room 817. Memphis, TN 38103. (901) 636-3330.**





## SEX OFFENDER REGISTRY STATEMENTS

### TBI Sex Offender Registry Statement

Tennessee Bureau of Investigation (TBI): The Tennessee Sexual Offender and Violent Sexual Offender Registration, Verification and Tracking Act of 2004, was established in TCA 40-39-201 et. seq. and became effective on August 1, 2004.

All persons, who meet the definition of a sexual offender or violent sexual offender, and who live, work, attend a school or establish a physical presence in Tennessee, must register with the appropriate registering agencies as defined by law.

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 Memphis Theological Seminary is providing a link to the Tennessee Bureau of Investigation (TBI) Sex Offender Registry.

This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by the State concerning registered sex offenders may be obtained.

It also requires sex offenders, already required to register in the State, to provide notice to any institute of higher education in this State at which the person is employed, carries a vocation, or is a student.

In the State of Tennessee, those convicted as sex offenders must register with a Law Enforcement Agency as required by law.



## ON-CAMPUS RESOURCES

### Campus Safety Contact, Manager of Facilities and Safety

- Accept formal reports and/or complaints.
- Provide referral for on campus resources.
- May assist with housing adjustments
- Provide information about Clery Act compliance
- Provide a copy of annual security and safety reports
- Address campus security and safety concerns
- Address: 168 E Pkwy S, Memphis, TN 38104
- Location: 139 Roberta Dr. Memphis, TN 38112
- Phone: 901-334-5870
- Email: [gspencer@MemphisSeminary.edu](mailto:gspencer@MemphisSeminary.edu)

### Title IX Coordinator/

#### Director of Library Services, Ed Hughes

- May provide information about rights and responsibilities concerning discriminatory behavior, including the application of Title IX
- May answer questions about the Seminary's Compliance with Title IX
- Provide information for resources on campus.
- Accept formal reports and/or complaints.
- Address: 168 E Parkway S, Memphis, TN 38104
- Phone: 901-334-5814
- Email: [ehughes@MemphisSeminary.edu](mailto:ehughes@MemphisSeminary.edu)

### Dean Vice President of Academic Affairs/Dean

Dr. Carmichael Crutchfield

#### Advocate for Victims of Sexual Harassment, Abuse

- Provide information on Code of Conduct processes, legal and criminal options
- Address: 168 E Pkwy S, Memphis, TN 38104
- Phone: 901-334-5832
- Email: [ccrutchfield@MemphisSeminary.edu](mailto:ccrutchfield@MemphisSeminary.edu)

### MTS Campus Monitors

- Accept formal reports and/or complaints.
- Provide referral for on campus resources.
- Location: 1<sup>st</sup> Floor of Brown Shannon Hall
- Phone: 901-436-3064

### Pastoral Counselor -Dr. Johnny Jeffords

[jjeffords@memphisseminary.edu](mailto:jjeffords@memphisseminary.edu)

901-334-5809

## OFF CAMPUS RESOURCES

### Memphis (In Metro/City Area)

- Emergency Services: 911 (Dial 9-911 when dialing from Seminary landline phone)
- Memphis Police Department: 901-545-2677
- Family Safety Center: 901-222-4400  
24-Hour Hotline: 901-249-7611
- Shelby County Rape Crisis Center: 901-222-4350 or 901-222-3950 (Nearest crisis center to MTS campus where a SANE nurse may be located)
- YWCA Women's Advocacy Group: 901-458-2550  
24-Hour Hotline: 901-725-4277
- OUTMemphis LGBTQ Alliance: 901-278-6422
- Domestic Violence Intake Center (Protective Orders): 901-222-4400
- Shelby County Courthouse Community Services: 901-222-4013

### McKenzie, Tennessee – Bethel University

- Safety and Security Office: 731-352-4222
- 24/7 Cell Phone: 731-415-7599
- Email: [safetyconcerns@bethelu.edu](mailto:safetyconcerns@bethelu.edu)
- WRAP: Women's Resource and Rape Assistance Program: 1-800-273-8712 (located in Jackson, TN, serving the McKenzie, TN area)
- McKenzie Regional Hospital: 731-352-5344
- Baptist Memorial Hospital (Carroll County): 731-986-4461
- Jackson General Hospital: 731-423-5000 (Nearest hospital to McKenzie, TN where a SANE nurse may be located)

### State/National Resources:

- Tennessee Coalition to End Domestic & Sexual Violence  
1-800-356-6767  
<http://www.tncoalition.org/>
- National Domestic Violence Hotline  
1-800-799-7233  
<http://www.thehotline.org/>
- Rape, Abuse, and Incest National Network (RAINN)  
1-800-656-HOPE (4673)  
<http://www.rainn.org/>
- Office of Women's Health (OWH) – Survivor of Sexual or Domestic Abuse  
<http://www.womenshealth.gov/>
- Department of Justice – Office on Violence Against Women  
<https://www.justice.gov/ovw/sexual-assault/>
- Department of Education – Office of Civil Rights  
<http://www2.ed.gov/about/offices/list/ocr/index.html>



# CAMPUS SECURITY

## CAMPUS SECURITY POLICIES

### WEAPONS POLICY

Weapons are not allowed on Memphis Theological Seminary campus, in any Memphis Theological Seminary owned building or vehicle, or in any space otherwise occupied, used or leased by Memphis Theological Seminary, including student housing. Possession of all firearms is forbidden in Memphis Theological Seminary buildings unless you are a duly sworn local law enforcement officer in Shelby County, Tennessee or the City of Memphis. These rules apply to all including individuals properly licensed to carry firearms.

Possession, use or sale of weapons, firearms or explosives on MTS property, is forbidden. This policy applies to all employees, students, donors, vendors, and visitors to the campus. Employees who are aware of violations or threats of violations of this policy are required to report such violations or threats of violations to your supervisor immediately. Violations of this policy will result in disciplinary action, up to and including discharge.

### TENNESSEE CRIME VICTIMS' RIGHTS

Crime victims' rights as defined by the Tennessee Constitution Article I, § 35 – Rights of victims of crimes

To preserve and protect the rights of victims of crime to justice and due process, victims shall be entitled to the following basic rights:

1. The right to confer with the prosecution.
2. The right to be free from intimidation, harassment and abuse throughout the criminal justice system.

3. The right to be present at all proceedings where the defendant has the right to be present.
4. The right to be heard, when relevant, at all critical stages of the criminal justice process as defined by the General Assembly.
5. The right to be informed of all proceedings, and of the release, transfer or escape of the accused or convicted person.
6. The right to a speedy trial or disposition and a prompt and final conclusion of the case after the conviction or sentence.
7. The right to restitution from the offender.
8. The right to be informed of each of the rights established for victims.

The General Assembly has the authority to enact substantive and procedural laws to define, implement, preserve and protect the rights guaranteed to victims by this section.

### TCA § 40-38-103. Rights of crime victims – Generally.

- (a) All victims of crime shall, upon their request, have the right to:
  - (1) Be fully informed orally, in writing or by videotape by the office of the district attorney general, acting through the appropriate victim-witness coordinator, of the following:
    - (A) The various steps and procedures involved in the criminal justice system;
    - (B) The procedure and the basis for continuances in the proceedings;
    - (C) The procedure involved in the plea-bargaining process and how to request input into the process;
    - (D) The times, dates and locations of all pertinent stages in the proceedings following presentment or indictment by the grand jury;
    - (E) The methods by which the victim may have input into a convicted defendant's sentence, including the presentence report and the sentencing hearing;



## TENNESSEE CRIME VICTIMS' RIGHTS

<https://shelbycountyttn.gov/737/Crime-Victims-Rape-Crisis-Center>

(G) The stages in the appellate process and how to obtain information concerning appellate action that has an effect on the defendant's conviction or sentence and the date a defendant's sentence becomes final;

(F) How to obtain pertinent information relating to the possible release of an appropriate inmate, including notification of any department of correction decision permitting the inmate's release into the community or any scheduled hearing by the board of parole concerning the inmate's parole or application for executive clemency;

(G) The methods by which the victim may obtain restitution directly from the defendant and information about obtaining assistance in obtaining restitution; and

(H) The methods by which the victim may obtain a monetary award or other benefits from the criminal injuries compensation fund and information about obtaining assistance in securing the award or benefits;

(2) Whenever possible, be advised and informed of plea bargaining discussions and agreements prior to the entry of any plea agreement where the victim is a victim of violent crime involving the death of a family member or serious bodily injury, speak at parole hearings, submit a victim impact statement to the courts and the board of parole and give impact testimony at court sentencing hearings;

(3) Be informed that § 41-21-240 requires the department to notify them, upon their request, at least ninety (90) days prior to the date an inmate with a sentence of two (2) years or more is scheduled to be released by reason of expiration of the inmate's sentence and be informed how the request of the department is made; and

(4) Be compensated for expenses actually and reasonably incurred as the result of traveling to and from the trial of the defendant or defendants and traveling to and from appellate, post-conviction or habeas corpus proceedings resulting from the trial of the defendant or defendants alleged to have committed a compensable offense subject to the provisions of title 29, chapter 13, part 1, and the availability of funds in the criminal injuries compensation fund.

(b) Upon the request of a victim of violent crime involving serious bodily injury or death of a relative, the victim shall be supplied information and a request form by the law enforcement agency responsible for the investigation of the crime or the arrest of the defendant, the sheriff or other custodian of the defendant or the victim-witness coordinator as to how the victim or relative of a victim may request and secure notification of the release from custody of an offender from a jail or detention facility prior to trial. The jailer, sheriff or another custodian of criminal offenders shall maintain a record or file of the request forms and, prior to the release of an offender about whom a notification request has been made, give immediate and prompt notice of

the release to the requesting victim or family member of a victim by the most direct means available, including telephone, messenger or telegram. Any identifying information contained in the request forms shall be confidential.

### For purposes of this subsection:

(b), "identifying information" means the name, home and work addresses, telephone numbers and social security number of the person being notified or requesting that notification be provided.

(c) In a prosecution for any criminal homicide, an appropriate photograph of the victim while alive shall be admissible evidence when offered by the district attorney general to show the general appearance and condition of the victim while alive. Be fully informed orally, in writing or by videotape by the office of the district attorney general, acting through the appropriate victim-witness coordinator, of the following:

## STUDENT CODE OF CONDUCT

All Seminary students even when they are not on campus and are responsible for compliance with seminary policies and all federal, state, and local laws. Students should at all times conduct themselves in such a way that does not violate the condition of their enrollment at MTS, including but not limited to compliance with policies and laws related to sexual harassment or any other form of harassment. MTS students are also responsible for complying with all state, federal, and local laws related to their enrollment at the Seminary.

### Students' Rights and Responsibilities

Memphis Theological Seminary was founded on Christian principals by the Cumberland Presbyterian Church and proudly continues its church relationship as an institution dedicated to seeking and imparting truth.

Memphis Theological Seminary does not discriminate on the basis of race, color, national or ethnic origin, sex, age, or handicap in administering its educational policies and school-related programs. Attendance at Memphis Theological Seminary is a privilege and not a right. No student will be dismissed except in accordance with prescribed procedures.

Students applying for admissions do so voluntarily and are free to withdraw at their pleasure, subject to compliance with the regulations governing withdrawal and to the fulfillment of their financial obligations to the seminary. Upon matriculation at Memphis Theological Seminary, each student agrees to be bound by the rules, policies, procedures, and administrative regulations in effect at the time of admission and as changed by duly constituted authorities.



## Students' Rights and Responsibilities

By admission as a student at Memphis Theological Seminary, a person acquires the right to pursue the course of study to which he or she is admitted, and to be treated with the dignity appropriate to an adult person in all matters relating to the seminary. In the same spirit, the student shall comply with the rules and regulations of the Seminary.

Students will be provided with the opportunity to participate in the development of rules and procedures pertaining to seminary affairs to the extent that such participation and the results thereof, as determined by the board of trustees or its designated agent, are consistent with the orderly process and with the policies and administrative responsibilities of the board of trustees and the administration. The seminary expects students to conduct themselves with dignity, courtesy, responsibility, and integrity, and with due respect for the rights of others, realizing that sobriety and morality are not the only characteristics of a mature and responsible person, but are also essential to the maintenance of a free and orderly society.

Individuals associated with Memphis Theological Seminary represent a variety of viewpoints. The seminary fosters the free expression and interchange of differing views through oral and written discourse and logical persuasion. Dissent, to be acceptable, must be orderly and peaceful and represent constructive alternatives reasonably presented. Coercion, threats, demands, vulgarity, obstructionism, and violence are not acceptable. Demonstrations, marches, sit-ins or noisy protests that are designed or intended to disrupt normal institutional pursuits will not be permitted. However, academic and administrative procedures will protect individuals in the right of free expression and provide for prompt and appropriate action against those individuals who abuse such rights. Classes and routine operations will not be suspended except for reasonable cause as determined by the President.

## EMPLOYEE STANDARD OF CONDUCT

Each employee has an obligation to observe and follow the Seminary's policies and to maintain proper standards of conduct at all times. If an individual's behavior interferes with the orderly and efficient operation of a department, corrective disciplinary measures will be taken.

Disciplinary action may include a verbal warning, written warning, suspension with or without pay, and/or discharge. The appropriate disciplinary action imposed will be determined by the Seminary. The Seminary does not guarantee that one form of action will necessarily precede another.

The following may result in disciplinary action, up to and including discharge: violation of the Seminary's policies or safety rules; insubordination; unauthorized or illegal possession, use or sale of alcohol or controlled substances on work premises or during working hours, while engaged in Seminary activities or in Seminary vehicles; unauthorized possession, use or sale of weapons, firearms or explosives on work premises; theft or dishonesty; physical harassment; sexual harassment; disrespect toward fellow employees, visitors or other members of the public; performing outside work or use of Seminary property, equipment or facilities in connection with outside work while on Seminary time; poor attendance or poor performance. These examples are not all-inclusive. We emphasize that discharge decisions will be based on an assessment of all relevant factors.

## MISSING STUDENT POLICY AND NOTIFICATION PROCEDURES

### Overview

The purpose of this policy is to establish policies and procedures, in compliance with Higher Education Act of 2008, for the Memphis Theological Seminary community regarding the reporting, investigation, and required emergency notification of any residential student of the Seminary who, based on the facts and circumstances known to the Seminary, has been determined to be missing for 24 hours or more.

**This policy only applies to residential students.** For the purpose of this policy, a residential student is a currently enrolled student who resides in Seminary-owned, on-campus student housing under a housing contract. All reports on students suspected to be missing for 24 hours or more should be directed to the Manager of Facilities and Safety at 901-334-5870.

It is the responsibility of all members of the academic community, including students, faculty, and staff, to report to the Department of Facilities and Safety when they believe that a student is missing. Notification of this policy will be made directly to all students residing in on-campus housing annually and be available in conjunction with the "Annual Security and Fire Safety Report" that provides information in compliance with the Clery Act. **No residential housing of students is provided**

### Identification of Emergency Contacts

All Seminary students applying for on-campus housing will have the option, in addition to providing an emergency contact, of identifying one or more individuals to be contacted by the Seminary within 24 hours of a determination that the student is missing in accordance with this policy. The missing person contact information will be



## Identification of Emergency Contacts

registered confidentially, and will not be disclosed externally except to authorized campus officials, including Seminary police, and law enforcement agencies in furtherance of a missing person investigation.

If a residential student is under 18 years of age and not an emancipated minor, the Seminary is required to notify a custodial parent or guardian within 24 hours of the determination that the student is missing, in addition to notifying any other contact person designated by the student.

All missing person contact information will be maintained by the Facilities and Safety Department. Students can submit revised missing person contact information at any time by notifying the Facilities and Safety Office at [facilitieshelpdesk@MemphisSeminary.edu](mailto:facilitieshelpdesk@MemphisSeminary.edu) or 901-334-5870.

## Procedures for Reporting Missing Students

Students, employees, staff, or any other members of the Seminary community who have reason to believe that a residential student is missing should immediately notify the Manager of Facilities and Safety at 901-334-5870 will generate a missing person report and initiate an investigation. Individuals may report a residential student missing at any time; there is no requirement for the individual to wait until he or she believes the residential student has been missing for 24 hours.

## Investigating a Missing Student Report

Upon receipt of a report of a possible missing residential student, will immediately initiate a missing person investigation. A residential student is determined to be missing when the Seminary police have verified that the reported information is credible and the circumstances warrant declaring the student missing.

Should the Seminary officials determine that a residential student has been missing for 24 hours or more, the Manager of Facilities and Safety will notify the Director of Student Services at 901-334-5806 and also verify the student's appropriate missing person contact information. The Department of Facilities and Safety will then notify the following individuals no later than 24 hours after the student is determined to be missing:

1. If the student is 18 years or older, the Department of Facilities and Safety will notify the student's missing person contact, if one has been provided, and the Memphis Police Department or other appropriate law enforcement agencies.

2. If the student is under 18 years old and emancipated, Department of Facilities and Safety will notify the student's missing person contact, if one has been provided, and the Memphis Police Department or other appropriate law enforcement agencies.
3. If the student is under 18 years of age and not emancipated, Department of Facilities and Safety will notify the student's custodial parent or guardian and any other designated contact person, as well as the Memphis Police Department or other appropriate law enforcement agencies.

If the student is not a residential student, the Manager for Facilities and Department will make a determination if additional action is needed.

Nothing in this policy restricts the Seminary from making notifications earlier than noted above if deemed appropriate under the circumstances. Nothing in this policy restricts the Seminary from contacting other individuals if deemed necessary to prevent harm to a student or others, necessary to the investigation, or otherwise appropriate under the circumstances.

Regardless of whether the student who has identified a missing person contact is above the age of 18, or is an emancipated minor, the Department of Facilities and Safety will inform the Memphis Police Department or other appropriate law enforcement agencies within 24 hours of the determination that the student is missing. The law enforcement agency, however, will not be notified if the law enforcement agency was the entity that made the determination that the student was missing.

The determination of whether a student is emancipated will be based on the information available at the time the contract is required.

**NOTICE: The Seminary does not provide student housing at this time.**

## DAILY CRIME AND FIRE LOGS

The Seminary maintains a public crime log and fire log in the Facilities and Safety office located at 139 Roberta Dr. These logs are continuously updated and are available for inspection during business hours. Additionally, daily Campus Monitor reports are also available by contacting [gspencer@memphisseminary.edu](mailto:gspencer@memphisseminary.edu)



**DRUG  
FREE  
CAMPUS  
& WORKPLACE**



## SEMINARY POLICIES AND PROCEDURES GOVERNING ALCOHOL AND OTHER DRUGS

### DRUG-FREE SCHOOLS AND COMMUNITIES ACT (DFSCA)

On December 12, 1989, President Bush signed the Drug-Free Schools and Communities Act Amendments of 1989 (Amendments) Public Law 101-226. Section 22 of the Amendments amends provisions for the Drug-Free Schools and Communities Act of 1986 and the Higher Education Act of 1965 to require that, as a condition of receiving funds or any other form of financial assistance under any federal program after Oct. 1, 1990, a university or college must submit certification that it has adopted and implemented a drug prevention program.

As set forth in the Drug-Free Schools and Campuses Regulations (34 CFR Part 86) of the Drug-Free Schools and Communities Act (DFSCA), MTS is required to provide at a minimum, an annual distribution in writing to each employee and student the following information:

1. Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by employees and students on its property or as part of its activities;
2. A description of applicable legal sanctions under local, state, or federal law for the unlawful possession or distribution of illicit drugs and alcohol;
3. A description of health risks associated with the use of illicit drugs and the abuse of alcohol;
4. A description of available drug or alcohol counseling, treatment, or rehabilitation or re-entry programs;
5. A clear statement of the disciplinary sanctions that MTS will impose on employees and students and a description of termination of employment and referral for prosecution for the unlawful possession, use, or distribution of illicit drugs and alcohol. Disciplinary sanctions may also include completing an appropriate rehabilitation program; and
6. A biennial review by MTS of its program to determine the effectiveness, implement needed changes, and ensure that disciplinary sanctions are consistently enforced.

### BIENNIAL REVIEW OF THE MTS ALCOHOL AND OTHER DRUG PREVENTION PROGRAM AND POLICY

The Seminary acknowledges its obligation to conduct a biennial review of compliance with the DFSCA and authorizes an administrative review to be conducted to determine if the Seminary fulfills the requirements of these federal regulations. The Department of Facilities and Safety, together with an interdepartmental committee, is responsible for conducting the review and reporting on the findings. The intention of the Biennial Review Report is to summarize and evaluate the effectiveness of the programs and activities related to alcohol and drug prevention during the most recent two calendar years. The most recent biennial review was conducted during the Spring 2017 semester.

The most Biennial Review report can be found at [https://drive.google.com/file/d/1dZsM2Ts1oQmQGHABmHlgsZDRQQfqRv\\_d/view](https://drive.google.com/file/d/1dZsM2Ts1oQmQGHABmHlgsZDRQQfqRv_d/view)

### SMOKING POLICY

Smoking is prohibited in the facilities of Memphis Theological Seminary. For those who wish to smoke outside, there is designated area on the east side of the Brown Shannon building. Smoking must be done 25 feet from any entrance to seminary doors.

### SEMINARY ALCOHOL AND DRUG POLICIES

Illicit drugs and alcohol are dangerous because they are addictive both physically and psychologically. Memphis Theological Seminary has established itself as a Drug-Free Campus and Drug and Alcohol Workplace in accordance with the Drug-Free Schools and Communities Act of 1989 and the Drug-Free Workplace Act of 1988.

Accordingly, Memphis Theological Seminary has adopted the following policies, consistent with federal, state and local laws. These drug and alcohol policies are intended to accomplish the following:

1. Prevent substance abuse through strong educational efforts.
2. Encourage and facilitate the use of counseling services and rehabilitation programs by those members of the MTS community who require assistance in stopping substance abuse.
3. Discipline appropriately those members of the MTS community who engage in illegal substance-related behaviors.



## **Drug-Free Campus Policy**

As a federal contractor and/or grantee Memphis Theological Seminary complies with the requirements of the Drug-Free Schools and Communities Act of 1989 and the Drug-Free Workplace Act of 1988, MTS has established as a condition of enrollment in or employment with the Seminary the following drug and alcohol-free campus policy.

MTS prohibits the possession, use or distribution of alcohol and illegal drugs by students or employees on seminary property (including but not limited to Founders Hall, Cumberland Hall, Hilliard Hall, Brown Shannon Hall, Maintenance Office Facilities, campus grounds, and parking lots) or as any part of the seminary's social functions. Communion wine may be used in chapel services with prior approval of the President. Students are to notify the MTS President or VPAA/Dean within five (5) days of any observed violation of this policy.

All students are subject to applicable federal, state, and local laws related to this matter. Disciplinary action related to any MTS student/student employee who is in violation of this policy may include oral reprimand, written reprimand, suspension mandatory successful participation in a drug abuse assistance or rehabilitation program or termination of student tenure student employment with the seminary.

The MTS staff and faculty stand ready to assist students who may need counseling and treatment for drug/alcohol-related problems.

## **Drug and Alcohol-Free Workplace Policy**

Memphis Theological Seminary has vital interests in ensuring a safe, healthy and efficient working environment for our employees, their colleagues and the students we serve. The unlawful or improper use of controlled substances or alcohol in the workplace presents a danger to everyone.

In addition, as a federal contractor and/or grantee we have a duty to comply with the requirement of the Drug-Free Workplace Act of 1988. For these reasons, we have established as a condition of employment and continued employment with MTS the following drug and alcohol-free workplace policy.

MTS prohibits the possession, use or distribution of alcohol and illegal drugs by students or employees on seminary property (including but not limited to Founders Hall, Cumberland Hall, Hilliard Hall, Brown Shannon Hall, Maintenance Office Facilities, campus grounds, and parking lots) or as any part of the seminary's social

functions. Communion wine may be used in chapel services with prior approval of the President.

In addition, employees are prohibited from reporting to work or working when the employee uses any drugs, except when the use is pursuant to a doctor's orders and the doctor has advised the employee that the substance does not adversely affect the employee's ability to safely perform his or her job duties. Employees are also prohibited from reporting to work or remaining on the job with any alcohol in their systems. Employees are also prohibited from consuming alcohol during working hours, including meal and break periods. In addition, employees are prohibited from engaging in the unlawful or unauthorized manufacture, distribution, sale or possession of illegal or unauthorized substances and alcohol in the workplace including: on student-paid time, on student premises, in student vehicles or while engaged in student activities. Employees (including regular and temporary employees, student employees and employees working at MTS under the guidelines of federal contract or grant are required to comply with this policy) are bound by this obligation.

In accordance with the Drug-Free Workplace Act of 1988, employees must notify their immediate supervisor of any criminal drug statute conviction for a violation occurring within the workplace within five days of such conviction. As a condition of employment, each employee must abide by the terms of this statement and must notify the Manager of Safety and the Human Resources Representative of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction. Failure to provide this notification within five days after conviction will result in termination of employment. A conviction includes a finding of guilt, a plea of nolo contendere, or imposition of a sentence by any state or federal judicial body.

Annually, each MTS employee is required to complete and sign the MTS DRUG-FREE WORKPLACE AGREEMENT found in the Employee Handbook. The original, signed copy of the agreement is kept in the Employee's personnel file.

## **Disciplinary Actions to Prevent Substance Abuse**

Disciplinary action will be taken with any employee or student who is in violation of these policies and regulations. This action may include the following:

1. Oral reprimand
2. Written reprimand
3. Suspension
4. Expulsion/Termination





## **Disciplinary Actions to Prevent Substance Abuse**

MTS further reserves the right to take any and all appropriate and lawful actions necessary to enforce all drug and alcohol free workplace and drug and alcohol free campus policies including, but not limited to, the inspection of Seminary issued lockers, desks, mailboxes or other suspected areas of concealment, as well as an employee's personal property when MTS has reasonable suspicion to believe that the employee or student has violated its drug and alcohol free workplace policy or drug and alcohol free campus policy.

It is expected that Memphis Theological Seminary students, faculty and staff who use or possess alcoholic beverages will do so as legally prescribed by the laws of the state of Tennessee, within the regulations of Memphis Theological Seminary and live in a manner that does not disrupt the lives of others.

A person whose conduct is outside these parameters will be subject to the judicial rules and procedures of MTS.

It is not "double jeopardy" for both the civil authorities and MTS to proceed against and punish a person for the same specified conduct. MTS will initiate its own disciplinary proceeding against a student or employee when the alleged conduct is deemed to affect the interests of MTS.

Sanctions will be imposed by MTS in accordance with this policy, Staff Handbook, Faculty Handbook, Student Code of Conduct and other appropriate Seminary policies.

Any member of the MTS community who violates laws regarding possession of a controlled substance is subject both to prosecution and punishment by the civil authorities and to disciplinary proceedings by MTS.

## **Counseling and Rehabilitation Services to Prevent Substance Abuse**

Those faculties, staff or students who seek assistance with a substance abuse-related problem will be provided with information about alcohol and other drug counseling and rehabilitation services through Memphis Theological Seminary and also through community organizations. Those who choose to utilize Seminary services can be assured that all applicable professional standards of confidentiality will be observed.

## **Recommendations for Treatment**

Any student or employee who violates MTS drug and alcohol policies who is subject to termination may be permitted in lieu of expulsion or termination, at MTS's sole discretion, to participate in and successfully complete an appropriate treatment, counseling or rehabilitation program

as recommended by a Seminary official and substance abuse professional as a condition of continued employment or enrollment and in accordance with applicable federal, state and local laws.

We encourage employees to seek assistance before their drug and alcohol use renders them unable to perform their essential job functions or jeopardizes the health and safety of themselves, or others.

MTS will attempt to assist its employees through referrals to rehabilitation, appropriate leaves of absence and other measures, consistent with MTS's policies and applicable federal, state or local laws.

This policy does NOT punish people who seek rehabilitation. All information provided by people who voluntarily avail themselves of alcohol or other drug counseling or rehabilitation services will be confidential. It will NOT be used against the individual seeking assistance.



## **Employment Policy Concerning Those in Recovery or with Treatment History**

Consistent with its fair employment policy, MTS maintains a policy of non-discrimination and reasonable accommodation with respect to recovering addicts and alcoholics and those having a medical history reflecting treatment for substance abuse conditions.

## **Educational Efforts to Prevent Substance Abuse**

In keeping with its primary mission, Memphis Theological Seminary will conduct a strong educational program through the Safe Colleges training and education modules aimed at preventing drug abuse and illegal drug or alcohol use.

Educational efforts shall be directed toward all members of the MTS community and will include information about the incompatibility of the use or sale of illegal substances with the goals of Memphis Theological Seminary, the health hazards associated with illegal drugs or alcohol use, the incompatibility of substance abuse with the maximum achievement of education, career and other personal goals and the potential legal consequences of involvement with illegal drugs or alcohol.

## **TYPES OF DRUGS AND HEALTH RISKS**

### **Schedule I**

Schedule I drugs, substances, or chemicals are defined as drugs with no currently accepted medical use and a high potential for abuse. Schedule I drugs are the most dangerous drugs of all the drug schedules with potentially severe psychological or physical dependence. Some examples of Schedule I drugs are:

Heroin, lysergic acid diethylamide (LSD), marijuana (cannabis), 3,4-methylenedioxymethamphetamine (ecstasy), methaqualone, and peyote

Health Risks: Psychologically and physically addictive; depression, withdrawal symptoms – convulsions, death, unpredictable behavior with hallucinogens; possible damage to the unborn fetus.

### **Schedule II**

Schedule II drugs, substances, or chemicals are defined as drugs with a high potential for abuse, less abuse potential than Schedule I drugs, with use potentially leading to severe psychological or physical dependence. These drugs are also considered dangerous. Some examples of Schedule II drugs are:

Combination products with less than 15 milligrams of hydrocodone per dosage unit (Vicodin), cocaine, methamphetamine, methadone, hydromorphone (Dilaudid), meperidine (Demerol), oxycodone (OxyContin), fentanyl, Dexedrine, Adderall, and Ritalin

Health Risks: Psychologically and physically addictive; withdrawal symptoms – convulsions, respiratory failure, frequent accidents; possible damage to unborn fetus; death; cocaine and amphetamines increase blood pressure which can lead to irregular heartbeat and death; amphetamines can cause agitation, increase in body temperature, hallucinations, convulsions, possible death.

### **Schedule III**

Schedule III drugs, substances, or chemicals are defined as drugs with a moderate to low potential for physical and psychological dependence. Schedule III drugs abuse potential is less than Schedule I and Schedule II drugs but more than Schedule IV. Some examples of Schedule III drugs are:

Products containing less than 90 milligrams of codeine per dosage unit (Tylenol with codeine), ketamine, anabolic steroids, testosterone

Health Risks: Psychologically and physically addictive; potential liver damage, nausea, and vomiting; dizziness, disorientation, shallow breathing, cold and clammy skin, coma, possible death; withdrawal symptoms – anxiety, tremors, insomnia, convulsions; possible damage to the unborn fetus

### **Schedule IV**

Schedule IV drugs, substances, or chemicals are defined as drugs with a low potential for abuse and low risk of dependence. Some examples of Schedule IV drugs are:

Xanax, Soma, Darvon, Darvocet, Valium, Ativan, Talwin, Ambien, Tramadol

Health Risks: Psychologically and physically addictive; drowsiness, withdrawal symptoms – tremors, abdominal and muscle cramps, insomnia, anxiety, convulsions, possible death; possible damage to the unborn fetus. =

### **Schedule V**

Schedule V drugs, substances, or chemicals are defined as drugs with lower potential for abuse than Schedule IV and consist of preparations containing limited quantities of certain narcotics. Schedule V drugs are generally used for antidiarrheal, antitussive, and analgesic purposes. Some examples of Schedule V drugs are:



cough preparations with less than 200 milligrams of codeine or per 100 milliliters (Robitussin AC), Lomotil, Motofen, Lyrica, Parepectolin Stimulants

Health Risks: Psychologically and physically addictive; nausea, gastrointestinal symptoms, drowsiness, withdrawal symptoms – runny nose, watery eyes, panic, chills, cramps, irritability, nausea; possible damage to the unborn fetus.

### **Schedule VI**

Schedule VI drugs are:

Marijuana, Tetrahydrocannabinols, Synthetic equivalents of the substances contained in the plant, or in the resinous extractives of Cannabis

Health Risks: Psychologically addictive; increased risk of lung cancer, bronchitis, and emphysema; contributes to heart disease, fatigue, paranoia, possible psychosis; withdrawal symptoms – insomnia, hyperactivity, and decreased appetite; depression of the immune system; decrease sperm count in men and irregular ovulation in women.

Notes:

- Alcohol and other drug use during pregnancy increase the risk of physical harm to the fetus.
- Additional risks of harm may occur from toxic impurities present in street drugs.
- Additional risks of harm may occur from the use of prescription drugs in ways other than prescribed.
- Drugs taken by injection can increase the risk of infection (e.g., HIV, hepatitis, etc.) through needle contamination.

For more information, visit:

[www.drugabuse.gov](http://www.drugabuse.gov)

[www.samhsa.gov](http://www.samhsa.gov)

### **TYPES OF ALCOHOL AND HEALTH RISKS**

Malt beverage is beer, ½ of 1% to 6% alcohol.

Unfortified wine is wine not more than 17% alcohol.

Fortified wine is wine not more than 24% alcohol.

Spirituos liquor is distilled spirits or ethyl alcohol, including spirits of wine, whiskey, rum, brandy, gin, etc.

The mixed beverage is a drink composed in whole or part of spirituous liquor.

Health Risks: Psychologically and physically addictive; respiratory depression; depression of the immune system; increase risk of heart disease, cancer, accidents, hypertension; brain damage; liver damage; damage to the unborn fetus; impotence at high dosage levels.

### **TENNESSEE REGULATIONS AND PENALTIES**

#### **TYPES OF DRUGS**

**Schedule I:** High potential for abuse; and no accepted medical use in the US or lacks accepted safety for use in treatment under medical supervision. Specific drugs refer to TCA 39-17-406.

**Schedule II:** High potential for abuse; then the substance has currently accepted medical use in treatment in the US, or currently accepted medical use with severe restrictions, and the abuse of the substance may lead to severe psychic or physical dependence. Specific drugs refer to TCA 39- 17-408.

**Schedule III:** Less potential for abuse than the substances listed in Schedules I and II; the substance has currently accepted medical use in treatment in the US, and abuse of the substance may lead to moderate or low physical dependence or high psychological dependence. Specific drugs refer to TCA 39-17-410 (includes anabolic steroids).

**Schedule IV:** Low potential for abuse relative to substances in Schedule III; the substance has currently accepted medical in treatment in the US, and abuse of the substance may lead to limited physical dependence or psychological dependence relative to the substances in Schedule III. Specific drugs refer to TCA 39-17-412.



**Schedule V:** Low potential for abuse relative to the substances in Schedule IV; the substance has currently accepted medical use in treatment in the US; and the substance has limited physical dependence or psychological dependence liability relative to the substance in Schedule IV. Specific drugs refer to TCA 39-17-414.

**Schedule VI:** Substances not included in Schedules I through V and include marijuana; Tetrahydrocannabinol; and synthetic equivalents of the substances contained in the plant, or in the resinous extractives of Cannabis, sp. and/or synthetic substances, derivatives and their isomers with similar chemical structure and pharmacological activity. TCA 39-17-415.

**Schedule VII:** Substance not included in Schedules I through VI, the controlled substances include is Butlynitrate and any isomer thereof. Class X: Designated amounts of certain drugs within multiple Schedules Amounts refer to TCA 39-17-417 2)(j)(1-13).

"Mega Drug" Offense: Designated amounts of certain drugs within multiple Schedules. Amounts refer to TCA 39-17-417 (2)(j)(1-13). Deliver or sale of a Schedule I-V to a minor under the age of 12 yrs.

### **Alcohol**

TCA 57-3-412(3)(A): It is unlawful for any person under the age of 21 years to have in such person's possession and/or transport any intoxicating liquor for any purpose, whether the same be possessed in a dry county or a wet county. Any person 18 yrs. of age or older may, in the course of such person's employment transport, possess, sell and/or dispense intoxicating liquors.

### **Penalties**

Class A Misdemeanor: Punished by a fine of not less than \$25 nor more than \$500 and by not more than 30 days of community service work. Upon a person's second or subsequent conviction for such offense, such person shall be punished by a fine of not less than \$50 nor more than \$1,000 and by not more than 30 days of community service work.

### **Alcohol**

TCA 57-3-412(4): Any person who purchases an alcoholic beverage for or at the request of a person under 21 years of age commits a Class A Misdemeanor.

### **Penalties**

Class A Misdemeanor: jail time of up to 11 months and 29 days.

### **Alcohol**

TCA 57-3-412(5)(A): It is unlawful for any person who is younger than 21 years of age to purchase or attempt to purchase or attempt to purchase any alcoholic beverage.

### **Penalties**

Class A Misdemeanor: A person younger than 21 year of age but 18 years of age or older is convicted of the purchase or attempt to purchase or possess alcoholic beverages shall prepare and send to the department of safety, driver control division, within 5 working days of the conviction, an order of denial of driving privileges for the offender.

### **Alcohol**

TCA 57-3-412(2)(c): Any person under 21 years of age who knowingly makes a false statement or exhibits false identification of the effect that he is 21 or older to any person engaged in the sale of alcoholic beverages for the purpose of purchasing or obtaining the same commits a Class A Misdemeanor.

### **Penalties**

If the person violating is less than 18 years of age, that person shall be punished by a fine of \$50 or not less than 20 hours of community service work, which fine or penalty shall not be suspended or waived. If the person violating is 18 years of age or older but less than 21, that person shall be punished by a fine of not less than \$50 nor more than \$200 or imprisonment in the county jail or workhouse for not less than 5 days nor more than 30 days.



TCA 39-17-418 states it is an offense for a person to knowingly possess or casually exchange a controlled substance unless the substance was obtained directly from, or pursuant to, a valid prescription order of a medical practitioner. In addition, it is an offense for a person to distribute marijuana, not in excess of a ½ ounce. A violation of the statute is a Class A Misdemeanor with penalties of up to 11 months and 29 days of jail time and/or a requirement to attend a drug offender school or perform community service work at such a school.

### **Alcohol**

TCA 57-4-203(C)(c) It is unlawful for any licensee or other person to sell or furnish any alcoholic beverage to any person who is known to be insane or mentally defective, or to any person who is visibly intoxicated, or to any person who is known to habitually drink alcoholic beverages to excess, to any person who is known to be a habitual user of narcotics or other habit-forming drugs.

### **Penalties**

Class A Misdemeanor, jail time of up to 11 months and 29 days.

### **Driving**

TCA 55-10-401 Driving under the influence of intoxicant or drug prohibited: It is unlawful for any person or persons to drive or to be in physical control of any automobile or other motor vehicle on any of the public roads and highways of the state of Tennessee, or on any streets or alleys, or while on the premises of any shopping center, trailer park or any apartment house complex, or any other premise which is generally frequented by the public at large, while under the influence of any intoxicant, marijuana, narcotic drug, or drug producing stimulating effects on the central nervous system.

### **Driving Under the Influence Penalty**

First Offense: Fine of not less than \$350 nor more than \$1,500 and such person or persons shall be confined in the county jail or workhouse for not less than 48 hours nor more than 11 months and 29 days; and loss of driver's license for 1 year.

Second Offense: Fine of not than \$600 nor more than \$3,500 and the person or persons shall be confined in the county jail or workhouse for not less than 45 days nor more than 11 months and 29 days; and loss of driver's license for 2 years. In addition, for a second offense inpatient alcohol or drug treatment.

Third and subsequent offense: Fine of not less than \$1,100 nor more than \$10,000 and the person or persons shall be confined in the county jail or workhouse for not less than 120 days nor more than 11 months and 29 days and the court shall prohibit such person or persons from driving a vehicle for a period of time of not less than 3 years nor more than 10 years.

### **Driving Under the Influence Penalty**

All persons sentenced under TCA 55-10-403(a) shall, in addition to service of at least the minimum sentence, be required to serve the difference between the time actually served and the minimum sentence on probation.

The judge shall impose the following conditions: participation in an alcohol or drug safety DUI school and/or drug offender school program, if available; or upon second or subsequent conviction for violating the provisions of TCA 55-10-401 or 39-17-418, involving the possession of a controlled substance, participation in a program of rehabilitation for alcohol and other drug treatment; and the payment of restitution to any person suffering physical injury or person losses as the result of such an offense. Driving while restriction of license in place is a Class E Felony; 1-6 years in jail.

TCA 55-10-406 Tests for alcohol or drug content of the blood. Any person who drives any motor vehicle in the state of Tennessee shall be deemed to have given consent to a test for the purpose of determining the alcohol or drug content of that person's blood; provided that such test is administered at the direction of a law enforcement officer having reasonable grounds to believe such person to have been driving while under the influence of an intoxicant or drug. Any law enforcement officer who requires that the driver of a motor vehicle submit to a test for the purpose of determining the alcohol or the drug content of the driver's blood shall, prior to conducting such test, advise the driver that refusal to submit to such test will result in the suspension of the driver's operator's license by the court. If such person having been placed under arrest and thereafter having



been requested by a law enforcement officer to submit to such test and advised of the consequences for refusing to do so, refuses to submit, the test shall not be given and such person shall be charged with driving under the influence.

TCA 55-10-408 Tests for alcohol or drug content of blood— Presumption of intoxication and impairment: Evidence that there was, at the time alleged, .05%, or less, by weight of alcohol in the blood of the defendant, shall create no presumption.

Evidence that there was, at the time alleged, .10% or more by weight of alcohol in the defendant's blood shall create a presumption that the defendant was under the influence of such intoxicant and that the defendant's ability to drive was impaired thereby, sufficiently to constitute a violation of TCA 55-10-401.

If the defendant has been convicted 1 or more times of violating TCA 55-10-401, a presumption that the defendant is under the influence shall be made if the blood alcohol content is .08%.

TCA 55-10-412 Additional penalties—Ignition interlock devices: The court may order the person to operate only a motor vehicle which is equipped with a functioning ignition interlock device and this restriction may continue with a period up to 1 year after such person's license is no longer suspended or restricted.

55-10-416 Open container law: No driver shall consume any alcoholic beverage or beer or possess an open container of alcoholic beverage or beer while operating a motor vehicle.

*Class C Misdemeanor: punishable by fine only*

### **Driving Under the Influence Penalty**

TCA 55-10-414 Child endangerment - Drunk driving child protection: A person who violated TCA 55-10-410 and who at the time of the offense was accompanied by a child under 13 years of age commits the offense of child endangerment, a Class A misdemeanor commits a Class D Felony of aggravated child endangerment when the child suffers serious bodily injury as a result of the violation; and commits a Class C Felony of especially aggravated child endangerment when the death of the child is the result of the violation.

*Class A Misdemeanor: up to 11 months and 29 days of jail time.*

*Class D Felony: 2-12 years of jail time.*

*Class C Felony: 3-15 years of jail time.*

TCA 55-10-415 Driving while impaired - Penalties Person age 16 or older but under age 21 may not drive or be in physical control of an automobile or another motor-driven vehicle while the alcohol concentration in the person's blood is more than .02%; or under the influence of alcohol; or under the influence of any intoxicant, marijuana, narcotic drug, or drug producing stimulating effects on the central nervous system; or under the combined effects.

Person 18 or older but less than 21 years of age is a Class A misdemeanor punishable only by a driver license suspension of 1 year and by a fine of \$250. As an additional punishment, the court may assign public service hours. Person 16 or over but under 18 years of age commits a delinquent act and is punishable only by a driver license suspension of 1 year and by a fine of \$250. As an additional punishment, the court may impose public service hours.



## FEDERAL DRUG REGULATIONS AND PENALTIES

To possess with intent to sell or deliver to manufacture; or to sell and/or deliver:

One year in prison and/or \$500 fine. (Misdemeanor)

Two years in prison and/or \$1,000 fine (Misdemeanor)

-However-

Delivery of drug paraphernalia by a person over age eighteen to a person under age eighteen who is at least three years younger than the defendant. Five years of imprisonment and/or fine. (Felony)

### Federal Trafficking Penalties – Narcotics Penalties & Enforcement Act of 1986

Federal Trafficking Penalties for Marijuana			
Drug	Quantity	1 <sup>st</sup> Offense	2 <sup>nd</sup> Offense*
Marijuana (Schedule I)	1,000 kg or more mixture; or 1,000 or more plants	Not less than 10 years, not more than life If the death or serious injury, not less than 20 years, not more than life Fine not more than \$10 million if an individual, \$50 million if other than an individual	<ul style="list-style-type: none"> <li>• Not less than 20 yrs., not more than life</li> <li>• If death or serious injury, mandatory life</li> <li>• Fine not more than \$20 million if an individual, \$75 million if other than an individual</li> </ul>
Marijuana (Schedule I)	100 kg to 999 kg mixture; or 100 to 999 kg plants	<ul style="list-style-type: none"> <li>• Not less than 5 yrs., not more than 40 yrs.</li> <li>• If death or serious injury, not less than 20 yrs., not more than life</li> <li>• Fine not more than \$5 million if an individual, \$25 million if other than an individual</li> </ul>	<ul style="list-style-type: none"> <li>• Not less than 10 years, not more than life</li> <li>• If death or serious injury, mandatory life</li> <li>• Fine not more than \$8 million if an individual, \$50 million if other than an individual</li> </ul>
Marijuana (Schedule I)	More than 10kgs hashish; 50 to 99 kg mixture  More than 1 kg of hashish oil; 50 to 99 plants	<ul style="list-style-type: none"> <li>• Not more than 20 yrs.</li> <li>• If death or serious injury, not less than 20 yrs., not more than life</li> <li>• Fine \$1 million if an individual, \$5 million if other than an individual</li> </ul>	<ul style="list-style-type: none"> <li>• Not more than 30 years</li> <li>• If death or serious injury, mandatory life</li> <li>• Fine \$2 million if an individual, \$10 million if other than individual</li> </ul>
Marijuana (Schedule I)	1 to 49 plants; less than 50 kg	<ul style="list-style-type: none"> <li>• Not more than 5 years</li> <li>• Fine not more than \$250,000, \$1 million other than individual</li> </ul>	<ul style="list-style-type: none"> <li>• Not more than 10 years</li> <li>• Fine \$500,000 if an individual, \$2 million if other than individual</li> </ul>
Hashish (Schedule I)	10 kg or less		
Hashish Oil (Schedule I)	1kg of less		

\*The minimum sentence for a violation after two or more prior convictions for a felony drug offense has become final is a mandatory term of life imprisonment without release and a fine up to \$8 million if an individual and \$20 million if other than an individual.



## FEDERAL DRUG REGULATIONS AND PENALTIES

### Federal Trafficking Penalties – Narcotics Penalties & Enforcement Act of 1986

Federal Trafficking Penalties for Schedules I, II, III, IV, and V (except Marijuana)				
Schedule	Substance/Quantity	Penalty	Substance/Quantity	Penalty
II	Cocaine 500-4999 grams mixture	<p>First Offense: Not less than 5 yrs. and not more than 40 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine of not more than \$5 million if an individual, \$25 million if not an individual.</p> <p>Second Offense: Not less than 10 yrs. and not more than life. If death or serious bodily injury, life imprisonment. Fine of not more than \$8 million if an individual, \$50 million if not an individual.</p>	Cocaine 5 kilograms or more mixture	<p>First Offense: Not less than 10 yrs. and not more than life. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine of not more than \$10 million if an individual, \$50 million if not an individual.</p> <p>Second Offense: Not less than 20 yrs., and not more than life. If death or serious bodily injury, life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual.</p> <p>2 or More Prior Offenses: Life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual.</p>
II	Cocaine Base 28-279 grams mixture		Cocaine Base 280 grams or more mixture	
IV	Fentanyl 40-399 grams mixture		Fentanyl 400 grams or more mixture	
I	Fentanyl Analogue 10-99 grams mixture		Fentanyl Analogue 100 grams or more mixture	
I	Heroin 100-999 grams mixture		Heroin 1 kilogram or more mixture	
I	LSD 1-9 grams mixture		LSD 10 grams or more mixture	
II	Methamphetamine 5-49 grams pure or 50-499 grams mixture		Methamphetamine 50 grams or purer or 500 grams or more mixture	
II	PCP 10-99 grams pure or 100-999 grams mixture	PCP 100 grams or purer or 1 kilogram or more mixture		
Substance/Quantity		Penalty		
Any Amount Of Other Schedule I & II Substances		First Offense: Not more than 20 yrs. If death or serious bodily injury, not less than 20 yrs. or more than Life. Fine \$1 million if an individual, \$5 million if not an individual.		
Any Drug Product Containing Gamma Hydroxybutyric Acid		Second Offense: Not more than 30 yrs. If death or serious bodily injury, life imprisonment. Fine \$2 million if an individual, \$10 million if not an individual.		
Flunitrazepam (Schedule IV) 1 Gram		First Offense: Not more than 10 yrs. If death or serious bodily injury, not more than 15 yrs. Fine not more than \$500,000 if an individual, \$2.5 million if not an individual.		
Any Amount Of Other Schedule III Drugs		Second Offense: Not more than 20 yrs. If death or serious injury, not more than 30 yrs. Fine not more than \$1 million if an individual, \$5 million if not an individual.		
Any Amount Of All Other Schedule IV Drugs (other than one gram or more of Flunitrazepam)		First Offense: Not more than 5 yrs. Fine not more than \$250,000 if an individual, \$1 million if not an individual.		
		Second Offense: Not more than 10 yrs. Fine not more than \$500,000 if an individual, \$2 million if other than an individual.		
Any Amount Of All Schedule V Drugs F		First Offense: Not more than 1 yr. Fine not more than \$100,000 if an individual, \$250,000 if not an individual.		
		Second Offense: Not more than 4 yrs. Fine not more than \$200,000 if an individual, \$500,000 if not an individual.		





## ALCOHOL AND DRUG RESOURCES

Note: The resources listed below are informational only. Memphis Theological Seminary does not endorse nor oppose the services offered by the listed organizations. It is our hope that individuals with substance abuse issues will seek help in addressing substance abuse problems.

Alcoholics Anonymous – Shelby County 901.452.0923

Alcoholics Anonymous – Desoto County 662.280.3435

Grace House (Women)

329 N Bellevue Blvd.

Memphis, TN 38105

901.722.8460

[www.gracehouseofmemphis.org](http://www.gracehouseofmemphis.org)

Harbor House Alcohol and Drug for Men

1979 E Alcy Road

Memphis, TN 38114

901.743.1836

[www.harborhousememphis.org](http://www.harborhousememphis.org)

Serenity Recovery Centers

1094 Poplar Avenue

Memphis, TN 38105

901.521.1131

[www.serenityrecovery.org](http://www.serenityrecovery.org)

Memphis Recovery Centers

219 N Montgomery Street

Memphis, TN 38104

901.272.7751

[www.memphisrecovery.com](http://www.memphisrecovery.com)

La Paloma

1248 LaPaloma Street

Memphis, TN 38114

901.505.6518

<http://theoakstreatment.com/>



## ANNUAL CRIME AWARENESS AND CAMPUS SECURITY REPORT

In fulfillment of the U. S. Department of Education's regulations under the Jeanne Clery Disclosure of Campus Security Policy & Campus Crime Statistics relating to the Student Right-to-Know and Campus Security Act (Public Law 101-542, amended by Public Law 102-26), [formerly the Campus Security Act]. Memphis Theological Seminary provides its students, faculty, and staff with the following information. Each year the U.S. Department of Education collects crime statistics and publishes data for colleges and universities at its web site: <https://ope.ed.gov/campus-safety/>. This policy sets forth the provisions of compliance of this act in order to provide necessary information about college crime. Reportable crimes included in this act are murder, non-negligent manslaughter, negligent manslaughter, forcible/non-forcible sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, and arson. The Seminary is concerned with the well-being and safety of all students and will strictly enforce regulations necessary for the protection of all. All incidences of unlawful acts should be reported to the Manager of Facilities and Safety. The Department of Facilities and Safety, with assistance from other departments within MTS, prepares the annual report in compliance with federal and state law. Statistics are compiled from reports made directly to the Manager of Facilities and Safety or other Campus Safety Authorities. Information regarding campus disciplinary referrals is obtained from Student Services. Information about crimes occurring at an off-campus property owned, leased, or controlled by Memphis Theological Seminary is solicited from the respective agencies. Data received from these sources is compiled with and included in the annual disclosure of crime statistics.

## ANNUAL DISCLOSURE OF CRIME STATISTICS

The Department of Facilities and Safety prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of this report including crime statistic from the three previous calendar years can be located at

<https://memphisseminary.edu/campuslife/campus-safety/>

This report is composed in cooperation with local law enforcement agencies surrounding the MTS main campus and alternate sites. Crime statistics information is compiled using a daily reporting system for the MTS Campus and public information resources from the Memphis Police Department, Shelby County Sheriff's Office and the Tennessee Bureau of Investigations for crime in the MTS Clery geographic area. Tennessee Penal Code requires prompt, mandatory reporting to the local law enforcement agency when medical services are provided to a person they know or reasonably suspect is suffering from a wound inflicted by a firearm or is a result of assault or abusive conduct. It is the responsibility of the Title IX Coordinator and/or the Manager of Facilities and Safety to inform students of the procedure to report the crime to the Memphis Police Department on a voluntary or confidential basis, should they feel it is in the best interest of the student. A procedure is in place to anonymously capture crime statistics disclosed confidentially. Each year, an e-mail notification is made to all enrolled students, faculty, and staff that provide the web site to access the report. Hard copies of the report may also be obtained in the Office of the Manager of Facilities and Safety located on the MTS main campus, by calling 901-334-5834, 901-334-5870 or sending an email request. [gspencer@memphisseminary.edu](mailto:gspencer@memphisseminary.edu)

Prospective employees may obtain a hard copy from the President's office located in Founder's Hall outside the President's Office or by calling 901-334-5809.

The web site address will be attached to the Memphis Theological Seminary employment application.



## CLERY REPORTABLE CRIMES

### Criminal Offenses

- Criminal homicide: murder and non-negligent manslaughter, manslaughter by negligence
- Sexual assault: rape, fondling, incest, statutory rape
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson

Hate Crimes (any of the above-mentioned offenses, and any incidents of)

- Larceny-theft
- Simple assault
- Intimidation
- Destruction/damage/vandalism of property

### VAWA Offenses

- Domestic violence
- Dating violence
- Stalking

### Arrests and Referrals for Disciplinary Action

- Weapons law violations
- Drug abuse violations
- Liquor law violations

## DEFINITIONS OF CLERY REPORTABLE CRIMES

- **Criminal Homicide (Manslaughter by Negligence):** The killing of another person through gross negligence. (Attempts are classified as aggravated assaults)
- **Criminal Homicide (Murder and Non-negligent Manslaughter):** The willful (non-negligent) killing of a human being by another. (Attempts are classified as aggravated assaults)
- **Sex Offenses:** Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.
  - **Rape:** the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. The definition of rape includes forcible rape, sodomy, and sexual assault with an object.
    - **Forcible rape:** The carnal knowledge of a person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity.
  - **Sodomy:** Oral or anal sexual intercourse with another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity.
  - **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, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity.
  - **Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental capacity.
  - **Incest:** Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
  - **Statutory Rape:** Nonforcible sexual intercourse with a person who is under the statutory age of consent.
  - **Robbery:** The taking or attempting to take anything of value from the care, custody, or control of a person(s) by force or threat of violence and/or fear.
  - **Aggravated Assault:** An unlawful attack of another for the purpose of inflicting severe or aggravated bodily injury accomplished by the use of a weapon or means likely to produce death or great bodily harm. It is not necessary that an injury results when a gun, knife or other weapon was used but which could have resulted in serious injury. (Includes attempts)
  - **Burglary:** The unlawful entry (or attempt to enter) into a defined structure with the intent to commit a theft or any felony. (Includes attempts, but excludes vehicle burglary.)
  - **Motor Vehicle Theft:** Taking of a motor vehicle (as defined) without the consent of the owner with the intent to either permanently or temporarily deprive the owner of the vehicle. (Includes attempts and joyriding)
  - **Arson:** The willful or malicious burning or attempt to burn (w/o the intent to defraud) a dwelling house, public building, motor vehicle or aircraft, or personal property of another, etc. (Includes attempts)
  - **Dating Violence:** The term “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: (1)the existence of such a relationship shall be determined based on the reporting party’s statement and with consideration of the length of the relationship,



- **DEFINITIONS OF CLERY REPORTABLE CRIMES**

- **Dating Violence: Continued**

the type of relationship and the frequency of interaction between the persons involved in the relationship (2) for the purposes of this definition: (i) dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse (ii) dating violence does not include acts covered under the definition of domestic violence.

- **Domestic Violence:** The term “domestic violence” includes felony or misdemeanor crimes of violence committed: (i) by a current or former spouse or intimate partner of the victim, (ii) by a person with whom the victim shares a child in common, (iii) by a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner, (iv) by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, (v) by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
- **Stalking:** “Stalking” means (1) Engaging in a course of conduct directed at a specific person that would cause a reasonable person to: (i) Fear for his/her safety or the safety of others; or (ii) Suffer substantial emotional distress (2) For the purposes of this definition – (i) Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device or means – follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property; (ii) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily require medical or other professional treatment or counseling; (iii) Reasonable person means—a reasonable person under similar circumstances and with similar identities to the victim.
- **Hate Crime:** A criminal act which was motivated by bias against any person or group of persons, or the property of any person or group of persons because of the ethnicity/race, national origin, religion, gender, gender identity, sexual orientation, or disability of the person or group, or bias based upon the perception that the person or group has one or more of those characteristics.

The following crimes are only reportable if bias-motivated:

- **Larceny-Theft (Except Motor Vehicle Theft):** The unlawful taking, carrying, leading, or riding away of

property from the possession or constructive possession of another. Attempted larcenies are included. Embezzlement, confidence games, forgery, worthless checks, etc., are excluded.

- **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.
- **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.
- **Destruction/Damage/Vandalism of Property:** To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

### Categories of Prejudice

**Race** -- A preformed negative attitude toward a group of persons who possess common physical characteristics genetically transmitted by descent and heredity that distinguish them as a distinct division of humankind.

**Gender** – A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.

**Religion** – A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being.

**Sexual Orientation** – A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation.

**Ethnicity** – A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. **National Origin** – A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.

**Disability** – A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age, or illness.

**Gender Identity** – A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming Individuals educational purposes, including residence halls; and is frequently used by students and supports institutional purposes.



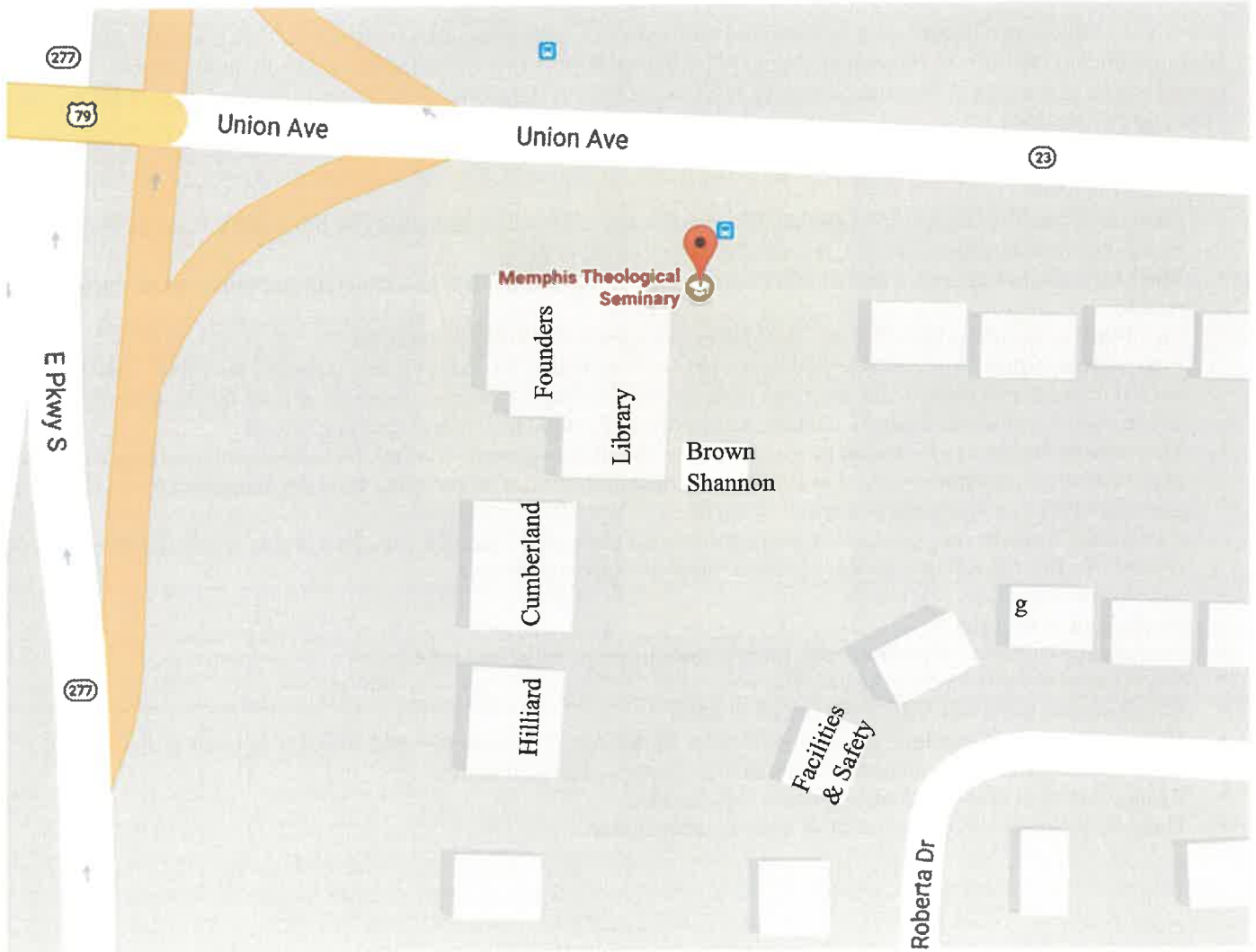
## DEFINITIONS OF CLERY GEOGRAPHY

**On-Campus:** 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

**On-Campus Residential Facilities:** Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility.

**Public Property:** All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

**Non-Campus:** Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is 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.



# Annual Fire Safety Report



The Higher Education Opportunity Act enacted on August 14, 2008, requires institutions that maintain on-campus student housing facilities to publish an Annual Fire Safety Report that contains information about campus fire safety practices and standards of the institution. The following Report details all information required by this Act for Memphis Theological Seminary.

## DEFINITIONS

- **Cause of Fire:** The factor or factors that give rise to a fire. The causal factor may be but is not limited to, the result of intentional or unintentional action, mechanical failure or act of nature.
- **Fire:** Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.
- **Fire Drill:** A supervised practice of a mandatory evacuation of a building for a fire.
- **Fire-related Injury:** Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term person may include students, faculty, staff, visitors, firefighters, or any other individuals.
- **Fire-related Death:** Any instance in which a person is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire. Dies within one year of injuries sustained as a result of the fire.
- **Fire Safety System:** Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire, including: Sprinkler or other fire extinguishing systems
- Fire detection devices
- Stand-alone smoke alarms
- Devices that alert one to the presence of a fire, such as horns, bells, or strobe lights
- Smoke-control and reduction mechanisms
- Fire doors and walls that reduce the spread of a fire
- **Value of Property Damage:** The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity, including: Contents damaged by fire.
- Related damages caused by smoke, water, and overhaul
- Does not include indirect loss, such as business interruption



## FIRE SAFETY

Memphis Theological Seminary takes Fire Safety very seriously and continues to enhance its programs to the Seminary community through education and enforcement. Educational programs are presented throughout the year to faculty, staff, and students so they are aware of the rules and safe practices. These programs include identification and prevention of fire hazards and actual building evacuation procedures and drills, specific occupant response to fire emergencies and hands-on use of fire extinguishers.

The Seminary maintains and tests all fire alarms and automatic fire suppression systems to ensure system readiness and proper operation in the event of a fire emergency.

The Seminary has adopted and developed numerous Safety Policies and Guidelines to help promote safe work environments for the MTS community.

### PROCEDURE DURING AN EMERGENCY INCLUDING FIRE OR EXPLOSION

**Situation:** An incident requiring rescue, emergency medical care or fire suppression may be caused by various events on campus including but not limited to an explosion or a fire. Such incidents may cause serious injuries, deaths, and property damage.

**Planned Response:** The primary consideration for emergency responders is the lives of the campus community and others involved in the incident. In-house emergency apparatus and personnel are available to respond to some emergencies, however, immediate assistance may be required from municipal and county emergency services. **The Emergency Command Center** The Manager of Safety will request assistance as needed from the appropriate agency. The Facilities and Safety Manager will make an immediate initial assessment and notify the Command Center of the situation and potential threats.

As emergency equipment is moving to the scene, an accurate appraisal of the conditions is necessary to determine where fire and rescue equipment is most needed. It is imperative that community members remain calm and follow issued instructions. Panic can be partially avoided by an immediate decision on the need to evacuate a building or area.

Activating the fire alarm to evacuate a building will be used whenever there is a threat of smoke or fire. Once the safety of personnel is ensured and the danger to property and equipment is reduced, recovery and repair operations will receive primary consideration. Priorities of work will be assigned to restore utilities at the earliest

practicable time. Completion of this effort will involve the restoration of public utilities, electrical and machinery areas, specialized areas involved and other support facilities. Assistance required at this time, in addition to an increase in personnel, will be food services, shelter, emergency procurement and provision for the emergency expenditure of funds. Security of all areas may be required on a 24-hour basis and the EOC Director or their designee will be responsible for notifying the as soon as practical of the need.

### DAILY FIRE LOG

Memphis Theological Seminary is required by the Higher Education Association to maintain a daily fire log. The Daily Fire Log is maintained and prepared daily and submitted with the daily crime log. The fire log is maintained and made available thru the Manager of Facilities and Safety.



KEEP  
it  
SIMPLE  
and  
SAFE

- S** Store things safely: keep corridors, stairs and exits clear.
- I** Identify alarm points, so you can warn others.
- M** Make sure doors are closed to stop fires from spreading.
- P** Place things that catch fire away from things that cause fire.
- L** Let someone know if you spot fire safety problems.
- E** Ensure everyone knows what to do if a fire alarm sounds.



# PROHIBITION ON PORTABLE ELECTRICAL APPLIANCES, SMOKING, AND OPEN FLAMES

1. Smoking is not permitted in any building.
2. The presence or use of candles, incense burners, oil lamps, and
3. The presence or use of torchiere halogen floor lamps is not permitted in any building.
4. Individuals shall not obstruct or tamper with fire safety equipment (e.g., sprinklers, fire alarms, fire extinguishers).
5. The possession or use of fireworks is not permitted.

The Facilities and Safety Department performs monthly Health and Safety Inspections.

## EVACUATION PROCEDURES

MTS expects that all community members will evacuate by the nearest exit, closing doors as they leave. Once you are safely out of the building, it is appropriate to dial 911 and the Director of Safety at 901-334-5870 or 901-262-1111. Students and staff are informed where to relocate at the time of the alarm. The policy of Memphis Theological Seminary is that all occupants must evacuate from the building, closing doors as they leave. No training is provided to students or employees in firefighting or suppressions activity as this is inherently dangerous and each community member's only duty is to exit safely and quickly, shutting doors along the exit path as they go to contain the spread of flames and smoke and to activate the alarm as they exit if available. At no time should the closing of doors or the activation of the alarm delay the exit from the building?

Fire/Emergency Drill/Event Form	
Year	# of Fire Drills per Year
2021	1
2022	1
2023	1

## FIRE INCIDENT REPORTING

Students, faculty, and staff are instructed to call 911 (or 9-911 if dialing from a Seminary landline phone) to report a fire emergency. Immediate notification for a non-emergency incident (e.g., fire is out, evidence that something burned, attempted intentional burning of material) shall be made to:

Official or Agency	Phone Number
Mangaer of Facilities and Safety	901-334-5870 901-262-1111 (after hours emergency)
Director of Student Services	901-334-5806
Department of Facilities and Safety (Main Line)	901-334-5870
Memphis Fire Department (Non-emergency)	901-527-1400
Campus Monitor	901-436-3064

## PLANS FOR FUTURE IMPROVEMENTS IN FIRE SAFETY

MTS continues to monitor trends related to fire incidents and alarms to provide a fire safe environment for all students. New programs and policies are developed as needed to help ensure the safety of all students, faculty, and staff.







## MEMPHIS THEOLOGICAL SEMINARY

168 East Parkway South  
Memphis, TN 38104

# Campus Security Authorities Contact List

Under the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*, also known as the Clery Act, the Seminary must compile and publish crime statistics in an Annual Security Report.

As part of that obligation, members of the Seminary's community who are considered Campus Security Authorities (CSAs) must report crime statistics for inclusion in the Seminary's Report. The law defines the "Campus Security Authority" as "An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings." CSAs include, but are not limited to, faculty advisors to student organizations, police and security departments, personnel in the Dean of Students Office, Student Housing office, and other officials who have significant responsibility for student and campus activities.

By the Clery Act, the following MTS faculty and staff are Campus Security Authorities (CSAs):

### Ed Hughes Title IX Coordinator

Director of Library Services

[ehughes@memphisseminary.edu](mailto:ehughes@memphisseminary.edu)

Evenings & Weekends: [library@memphisseminary.edu](mailto:library@memphisseminary.edu)

901-334-5814 or 715-401-0287 cell

Office Hrs.: M, T, W, 11:00 - 3:00

### Dr. Jonathan Jeffords

**PASTORAL PRIVELEGE**

901-334-5809

[jjeffords@memphisseminary.edu](mailto:jjeffords@memphisseminary.edu)

Rev. Dr. Jody Hill

President Memphis Theological Seminary

[jhill@memphisseminary.edu](mailto:jhill@memphisseminary.edu)

(901) 334-5810

Dr. Carmichael Crutchfield

Vice President of Academic Affairs-Dean

(901) 334-5842

[ccrutchfield@memphisseminary.edu](mailto:ccrutchfield@memphisseminary.edu)

Cassandra Price-Perry

Vice-President of Operations/ CFO

[cfpperry@memphisseminary.edu](mailto:cfpperry@memphisseminary.edu)

(901)-334-5821

Dr. Michael Qualls

Vice President Cumberland Presbyterian Studies

PAS Director

[mqualls@memphisseminary.edu](mailto:mqualls@memphisseminary.edu)

901-334-5853

Dr. Christy Woodbury-Moore

Associate Dean of Doctoral Studies

[cwoodbury@memphisseminary.edu](mailto:cwoodbury@memphisseminary.edu)

901-334-5831

### Greg Spencer

**CSA Campus Coordinator**

Facilities & Safety

[gspencer@memphisseminary.edu](mailto:gspencer@memphisseminary.edu)

(901) 334-5870

(901) 262-1111 Emergency After Hours

Sam Albright

CSA-Campus Monitor

[salbright@memphisseminary.edu](mailto:salbright@memphisseminary.edu)

(901) 436-3064

Chandra Willbourn

CSA Campus Monitor "Evenings"

[cwilbourn@memphisseminary.edu](mailto:cwilbourn@memphisseminary.edu)

(901) 436-3064

Karen Patten

Administrative Assistant to the PAS Director

[kpatten@memphisseminary.edu](mailto:kpatten@memphisseminary.edu)

(901) 334-5854

Dr. Scott Henke

Registrar

[slencke@memphisseminary.edu](mailto:slencke@memphisseminary.edu)

901-334-5805

Rev. Fekecia Gunn

Associate Dean for Students

[figunn@memphisseminary.edu](mailto:figunn@memphisseminary.edu)

(901) 334-5887

### Confidential Reporting Procedures

The victim of a crime who does not want to pursue action within the College's judicial system or the criminal justice system may still consider making a confidential report. A student or employee can seek counsel with one of the CSA's about a crime, and they can file internal personal information without revealing their identity.



## **CRIME STATISTICS**

As reported to the Tennessee Bureau of Investigation's Crime On Campus Report published pursuant to the enactment of the "College and University Security Information Act of 1989" (Public Chapter No. 317) and to the Department of Education.

**The following are crime statistics for years 2021-2023.**

**Additional information regarding Fire statistics are also included.**

**The Seminary does not provide housing for students.**

**Included in the Crime Statistics under Non-Campus Buildings are the crime statistics for Bethel University.**

**The Seminary holds classes at Bethel as part of the Program of Alternate Studies. We have included a link to their Annual Security Report and the crimes are represented in Non-Campus Crimes.**

**We are providing a copy of the 2023 Annual Crime Statistics from Bethel University +**

**Campus Security Authorities are Listed Prior to the Statistics.**

**Additionally, we are publishing separately 3 years from 2021 through 2023 of Crime Statistics with arrest. This information was obtained and provided by the Memphis Police Departments Crime Statistics Cyberwatch Center.**



# Criminal Offenses - On campus

 screen instructions


For each of the following criminal offenses, enter the number reported to have occurred On Campus

Criminal offense	Total occurrences On campus		
	2021	2022	2023
a. <u>Murder/Non-negligent manslaughter</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
b. <u>Manslaughter by Negligence</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Rape</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
d. <u>Fondling</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
e. <u>Incest</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
f. <u>Statutory rape</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
g. <u>Robbery</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
h. <u>Aggravated assault</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
i. <u>Burglary</u>	<input type="text" value="0"/>	<input type="text" value="1"/>	<input type="text" value="1"/>
j. <u>Motor vehicle theft</u> (Do not include theft <i>from</i> a motor vehicle)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="1"/>
k. <u>Arson</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

# Criminal Offenses - Noncampus

 screen instructions

For each of the following criminal offenses, enter the number reported to have occurred in or on Noncampus buildings or property.

Criminal offense	Total occurrences in or on Noncampus buildings or property		
	2021	2022	2023
a. <u>Murder/Non-negligent manslaughter</u>			<input type="text" value="0"/>
b. <u>Manslaughter by Negligence</u>			<input type="text" value="0"/>
c. <u>Rape</u>			<input type="text" value="4"/>
d. <u>Fondling</u>			<input type="text" value="9"/>
e. <u>Incest</u>			<input type="text" value="0"/>
f. <u>Statutory rape</u>			<input type="text" value="0"/>
g. <u>Robbery</u>			<input type="text" value="0"/>
h. <u>Aggravated assault</u>			<input type="text" value="3"/>
i. <u>Burglary</u>			<input type="text" value="1"/>
j. <u>Motor vehicle theft</u> (Do not include theft <i>from</i> a motor vehicle)			<input type="text" value="1"/>
k. <u>Arson</u>			<input type="text" value="0"/>

**Caveat:**

# Criminal Offenses - Public Property

 screen instructions


For each of the following criminal offenses, enter the number reported to have occurred on Public Property.

Criminal offense	Total occurrences on Public Property		
	2021	2022	2023
a. <u>Murder/Non-negligent manslaughter</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
b. <u>Manslaughter by Negligence</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Rape</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
d. <u>Fondling</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
e. <u>Incest</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
f. <u>Statutory rape</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
g. <u>Robbery</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
h. <u>Aggravated assault</u>	<input type="text" value="0"/>	<input type="text" value="2"/>	<input type="text" value="3"/>
i. <u>Burglary</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
j. <u>Motor vehicle theft</u> (Do not include theft <i>from</i> a motor vehicle)	<input type="text" value="0"/>	<input type="text" value="1"/>	<input type="text" value="19"/>
k. <u>Arson</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

# Hate Crimes - On campus

 screen instructions

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred On campus. Then break down each total by category of bias (e.g., race, religion).

YEAR 2023

Criminal offense	Total	Occurrences of Hate crimes (Category of Bias for crimes)							
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. <u>Murder/ Non-negligent manslaughter</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Rape</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
d. <u>Fondling</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
e. <u>Incest</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
f. <u>Statutory rape</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
g. <u>Robbery</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
h. <u>Aggravated assault</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
i. <u>Burglary</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
j. <u>Motor vehicle theft</u> (Do not include theft <i>from</i> a motor vehicle)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
k. <u>Arson</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
l. <u>Simple assault</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
m. <u>Larceny-theft</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
n. <u>Intimidation</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
o. <u>Destruction/damage/ vandalism of property</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

YEAR 2022

Criminal offense	Total	Occurrences of Hate crimes (Category of Bias for crimes)							
		Race	Religion	Sexual	Gender	Gender	Disability	Ethnicity	National

Hate Crimes - On campus  
orientation

Identity

Origin

a.	<u>Murder/ Non-negligent manslaughter</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c.	<u>Rape</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
d.	<u>Fondling</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
e.	<u>Incest</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
f.	<u>Statutory rape</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
g.	<u>Robbery</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
h.	<u>Aggravated assault</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
i.	<u>Burglary</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
j.	<u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
k.	<u>Arson</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
l.	<u>Simple assault</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
m.	<u>Larceny-theft</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
n.	<u>Intimidation</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
o.	<u>Destruction/damage/ vandalism of property</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

YEAR 2021

Criminal offense	Total	Occurrences of Hate crimes (Category of Bias for crimes)							
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. <u>Murder/ Non-negligent manslaughter</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Rape</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
d. <u>Fondling</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
e. <u>Incest</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Hate Crimes - On campus


f. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0
g. <u>Robbery</u>	0	0	0	0	0	0	0	0	0
h. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0
i. <u>Burglary</u>	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u>	0	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0
o. <u>Destruction/damage/ vandalism of property</u>	0	0	0	0	0	0	0	0	0

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."



# Hate Crimes - Noncampus

 screen instructions


For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred in or on Noncampus buildings or property. Then break down each total by category of bias (e.g., race, religion).

YEAR 2023

Criminal offense	Total	Occurrences of Hate crimes (Category of Bias for crimes)							
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. <u>Murder/ Non-negligent manslaughter</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Rape</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
d. <u>Fondling</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
e. <u>Incest</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
f. <u>Statutory rape</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
g. <u>Robbery</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
h. <u>Aggravated assault</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
i. <u>Burglary</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
j. <u>Motor vehicle theft</u> (Do not include theft <i>from</i> a motor vehicle)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
k. <u>Arson</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
l. <u>Simple assault</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
m. <u>Larceny-theft</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
n. <u>Intimidation</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
o. <u>Destruction/damage/ vandalism of property.</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

**Caveat:**

# Hate Crimes - Public Property

 screen instructions

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred on Public Property. Then break down each total by category of bias (e.g., race, religion).

YEAR 2023

Criminal offense	Total	Occurrences of Hate crimes (Category of Bias for crimes)							
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. <u>Murder/ Non-negligent manslaughter</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Rape</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
d. <u>Fondling</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
e. <u>Incest</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
f. <u>Statutory rape</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
g. <u>Robbery</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
h. <u>Aggravated assault</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
i. <u>Burglary</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
j. <u>Motor vehicle theft</u> (Do not include theft <i>from</i> a motor vehicle)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
k. <u>Arson</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
l. <u>Simple assault</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
m. <u>Larceny-theft</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
n. <u>Intimidation</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
o. <u>Destruction/damage/ vandalism of property.</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

YEAR 2022

Criminal offense	Total	Occurrences of Hate crimes (Category of Bias for crimes)							
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Hate Crimes - Public Property

	Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0
c. <u>Rape</u>	0	0	0	0	0	0	0	0
d. <u>Fondling</u>	0	0	0	0	0	0	0	0
e. <u>Incest</u>	0	0	0	0	0	0	0	0
f. <u>Statutory rape</u>	0	0	0	0	0	0	0	0
g. <u>Robbery</u>	0	0	0	0	0	0	0	0
h. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0
i. <u>Burglary</u>	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	0	0	0	0	0	0	0	0
o. <u>Destruction/damage/ vandalism of property.</u>	0	0	0	0	0	0	0	0

YEAR 2021

Criminal offense	Total	Occurrences of Hate crimes (Category of Bias for crimes)							
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0	0
c. <u>Rape</u>	0	0	0	0	0	0	0	0	0
d. <u>Fondling</u>	0	0	0	0	0	0	0	0	0
e. <u>Incest</u>	0	0	0	0	0	0	0	0	0


Hate Crimes - Public Property

f. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0
g. <u>Robbery</u>	0	0	0	0	0	0	0	0	0
h. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0
i. <u>Burglary</u>	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u>	0	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0
o. <u>Destruction/damage/ vandalism of property.</u>	0	0	0	0	0	0	0	0	0

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

# VAWA Offenses - On Campus


 screen instructions

For each of the following crimes, enter the number reported to have occurred On Campus

Crime	Total occurrences On Campus		
	2021	2022	2023
a. <u>Domestic violence</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
b. <u>Dating violence</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Stalking</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

**Caveat:**  
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

# AWA Offenses - Noncampus

 screen instructions

For each of the following crimes, enter the number reported to have occurred in or on Noncampus buildings or property.

Crime	Total occurrences in or on Noncampus buildings or property		
	2021	2022	2023
a. <u>Domestic violence</u>			<input type="text" value="0"/>
b. <u>Dating violence</u>			<input type="text" value="5"/>
c. <u>Stalking</u>			<input type="text" value="6"/>

**Caveat:**

# VAWA Offenses - Public Property

 screen instructions

For each of the following crimes, enter the number reported to have occurred on Public Property.

Crime	Total occurrences on Public Property		
	2021	2022	2023
a. <u>Domestic violence</u>	<input type="text" value="0"/>	<input type="text" value="2"/>	<input type="text" value="6"/>
b. <u>Dating violence</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Stalking</u>	<input type="text" value="0"/>	<input type="text" value="1"/>	<input type="text" value="0"/>

**Caveat:**  
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

# Arrests - On campus

 screen instructions

Enter the number of Arrests for each of the following crimes that occurred On Campus .

Crime	Number of Arrests		
	2021	2022	2023
a. <u>Weapons: carrying, possessing, etc.</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
b. <u>Drug abuse violations</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Liquor law violations</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>



# Arrests - Noncampus

 screen instructions

Enter the number of Arrests for each of the following crimes that occurred in or on Noncampus buildings or property.

Crime	Number of Arrests		
	2021	2022	2023
a. <u>Weapons: carrying, possessing, etc.</u>			<input type="text" value="2"/>
b. <u>Drug abuse violations</u>			<input type="text" value="4"/>
c. <u>Liquor law violations</u>			<input type="text" value="2"/>

# Arrests - Public Property

 screen instructions

Enter the number of Arrests for each of the following crimes that occurred on Public Property.

Crime	Number of Arrests		
	2021	2022	2023
a. <u>Weapons: carrying, possessing, etc.</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="2"/>
b. <u>Drug abuse violations</u>	<input type="text" value="0"/>	<input type="text" value="2"/>	<input type="text" value="1"/>
c. <u>Liquor law violations</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

**Please Note:** Do NOT include drunkenness or driving under the influence in liquor law violations.

# Disciplinary Actions - On Campus

 screen instructions

Enter the number of persons referred for disciplinary action for crimes that occurred On Campus for each of the following categories.

Do not include disciplinary actions that were strictly for school policy violations.  
If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.

Crime	Number of persons referred for Disciplinary Action		
	2021	2022	2023
a. <u>Weapons: carrying, possessing, etc.</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
b. <u>Drug abuse violations</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Liquor law violations</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

# Disciplinary Actions - Noncampus

 screen instructions


Enter the number of persons referred for disciplinary action for crimes that occurred in or on Noncampus buildings or property for each of the following categories.

Do not include disciplinary actions that were strictly for school policy violations.

If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.

Crime	Number of persons referred for Disciplinary Action		
	2021	2022	2023
a. <u>Weapons: carrying, possessing, etc.</u>			<input type="text" value="2"/>
b. <u>Drug abuse violations</u>			<input type="text" value="19"/>
c. <u>Liquor law violations</u>			<input type="text" value="21"/>

# Disciplinary Actions - Public Property

 screen instructions

Enter the number of persons referred for disciplinary action for crimes that occurred on Public Property for each of the following categories.

Do not include disciplinary actions that were strictly for school policy violations.  
If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.

Crime	Number of persons referred for Disciplinary Action		
	2021	2022	2023
a. <u>Weapons: carrying, possessing, etc.</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
b. <u>Drug abuse violations</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Liquor law violations</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

# Unfounded Crimes

 screen instructions

Of those crimes that occurred On Campus , in On-campus Student Housing Facilities , on or in Noncampus property or buildings, and on

Public Property , enter the number of crimes that were unfounded.

The total number of unfounded crimes should include all criminal offenses, hate crimes, domestic violence, dating violence, or stalking incidents that have been unfounded. Arrests and disciplinary actions cannot be unfounded.

	Number		
	2021	2022	2023
a. <u>Total unfounded crimes</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

# Arrests - On campus

Enter the number of Arrests for each of the following crimes that occurred On Campus .

Crime	Number of Arrests		
	2021	2022	2023
a. <u>Weapons: carrying, possessing, etc.</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
b. <u>Drug abuse violations</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Liquor law violations</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

# Arrests - Public Property

Enter the number of Arrests for each of the following crimes that occurred on Public Property.

Crime	Number of Arrests		
	2021	2022	2023
a. <u>Weapons: carrying, possessing, etc.</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="2"/>
b. <u>Drug abuse violations</u>	<input type="text" value="0"/>	<input type="text" value="2"/>	<input type="text" value="1"/>
c. <u>Liquor law violations</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

**Please Note:** Do NOT include drunkenness or driving under the influence in liquor law violations.



# Unfounded Crimes

Of those crimes that occurred On Campus, in On-campus Student Housing Facilities, on or in Noncampus property or buildings, and on

Public Property, enter the number of crimes that were unfounded.

The total number of unfounded crimes should include all criminal offenses, hate crimes, domestic violence, dating violence, or stalking incidents that have been unfounded. Arrests and disciplinary actions cannot be unfounded.

Number

2021

2022

2023

a. Total unfounded crimes



2023 Daily Crime and Fire Log

This log is maintained in accordance with the Clery Act and §49-7-2206 of the Tennessee College and University Security Information Act.

The crime log offenses will not match the statistics reported in the Annual Security Report as this log uses the NIBRS Data Collection Guidelines as well as the Violence Against Women Act of 1994 as required by the Clery Act, and the Tennessee Code Annotated crime categories.

Classification	Case No.	Reported	Occured	General Location	Criminal Charges	Name and Address of Arrestee(s)	Disposition	
Vandalism	23-0273	11/15/23	1440 11/14/23 11/15/23	1900 0200	University Hall		Open	
Stalking (CSA Report)	23-0267	11/10/23	1536 10/01/23 11/10/23	0000 1526	University Hall		Closed	
Aggravated Assault	23-0265 MPD 23-013247	11/12/23	0101 11/12/23 11/12/23	0101 0404	Bethel Court		Closed	
Drug / Narcotic Violation Drug Paraphernalia	23-0261	11/06/23	2011 11/06/23 11/06/23	2011 2045	University Hall		Closed	
Fondling x2 (CSA Report)	23-0260 23-0263	11/06/23	1500 10/28/23 10/28/23	0100 0500	Prosser Hall		Closed	
Extortion / Blackmail	23-0258	11/03/23	1915 11/03/23 11/03/23	1915 1932	Vera Low Center		Open	
Drug / Narcotic Violation Drug Paraphernalia	23-0252	10/30/23	2038 10/30/23 10/30/23	2038 2059	University Hall		Closed	
Drug / Narcotic Violation Drug Paraphernalia	23-0251	10/30/23	1000 10/30/23 10/30/23	1000 1615	Vera Low Center	Simple Possession Drug Paraphernalia	Anthony Shipton 820 N. Adele Street Orange, CA 92867	Closed
Dating Violence x2	23-0248	10/29/23	0331 10/29/23 10/29/23	0331 0430	University Hall		Closed	
Theft from Building	23-0245	10/27/23	1458 10/26/23 10/27/23	1000 1100	Chick-Fil-A		Closed	
Drug / Narcotic Violation Drug Paraphernalia	23-0243	10/26/23	1900 10/26/23 10/26/23	1900 1935	Vera Low Center		Closed	
Dating Violence Simple Assault Public Intoxication	23-0242	10/26/23	0030 10/26/23 10/23/23	0020 0110	McDonald Hall	Domestic Assault Public Intoxication Assault on a Police Officer	Nayeli Vilchez 325 Cherry Avenue McKenzie, TN 38201	Closed
Drug / Narcotic Violation Drug Paraphernalia Liquor Law Violation Prohibited Possession	23-0240	10/24/23	1936 10/24/23 10/24/23	1936 2017	University Hall		Closed	
Liquor Law Violation x2	23-0235	10/18/23	1930 10/18/23 10/18/23	1930 2000	Heritage Hall		Closed	
Liquor Law Violation x7	23-0234	10/19/23	0130 10/19/23 10/19/23	0130 0200	Heritage Hall		Closed	
Burglary	23-0233	10/19/23	1912 10/08/23 10/18/23	1200 2359	Heritage Hall		Open	
Theft from Building	23-0232	10/18/23	1130 10/04/23 10/10/23	2100 1455	Wildcat Cove		Closed	
Theft of Property	23-0231	10/16/23	1900 10/15/23 10/16/23	0730 0955	Courtyard		Open	
Weapon Law Violation	MPD 23-012037 23-0226	10/11/23	0910 10/11/23 10/22/23	1025 1029	Burroughs Parking Lot		Closed	
Theft from a Motor Vehicle	23-0221	09/29/23	1115 09/27/23 09/28/23	1900 1303	Prosser Hall Parking Lot		Open	
Drug / Narcotic Violation Drug Equipment Violation	23-0219	09/27/23	1928 09/27/23 09/27/23	1928 2010	Bethel Court / Annex Parking Lot		Closed	
Drug / Narcotic Violation Drug Equipment Violation	23-0212	09/22/23	1001 09/22/23 09/22/23	1001 1030	Heritage Hall		Closed	
Outside Agency Assist	MPD 23-011187 23-0211	09/21/23	2307 09/21/23 09/22/23	2307 0152	McKenzie City Park	Criminal Trespass Resisting Arrest	Keshun Smith 306 North Main St. Lexington, TN 38351	Closed
Rape Dating Violence (CSA Report)	23-0208	09/19/23	1243 03/01/23 03/31/23	0000 0000	Heritage Hall		Closed	



2023 Daily Crime and Fire Log

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Classification	Case No.	Reported	Occured	General Location	Criminal Charges	Name and Address of Arrestee(s)	Disposition	
Vandalism	23-0273	11/15/23	1440 11/14/23 11/15/23	1900 0200	University Hall		Open	
Stalking (CSA Report)	23-0267	11/10/23	1536 10/01/23 11/10/23	0000 1526	University Hall		Closed	
Aggravated Assault	23-0265 MPD 23-013247	11/12/23	0101 11/12/23 11/12/23	0101 0404	Bethel Court		Closed	
Drug / Narcotic Violation Drug Paraphernalia	23-0261	11/06/23	2011 11/06/23 11/06/23	2011 2045	University Hall		Closed	
Fondling x2 (CSA Report)	23-0260 23-0263	11/06/23	1500 10/28/23 10/28/23	0100 0500	Prosser Hall		Closed	
Extortion / Blackmail	23-0258	11/03/23	1915 11/03/23 11/03/23	1915 1932	Vera Low Center		Open	
Drug / Narcotic Violation Drug Paraphernalia	23-0252	10/30/23	2038 10/30/23 10/30/23	2038 2059	University Hall		Closed	
Drug / Narcotic Violation Drug Paraphernalia	23-0251	10/30/23	1000 10/30/23 10/30/23	1000 1615	Vera Low Center	Simple Possession Drug Paraphernalia	Anthony Shipton 820 N. Adele Street Orange, CA 92867	Closed
Dating Violence x2	23-0248	10/29/23	0331 10/29/23 10/29/23	0331 0430	University Hall		Closed	
Theft from Building	23-0245	10/27/23	1458 10/26/23 10/27/23	1000 1100	Chick-Fil-A		Closed	
Drug / Narcotic Violation Drug Paraphernalia	23-0243	10/26/23	1900 10/26/23 10/26/23	1900 1935	Vera Low Center		Closed	
Dating Violence Simple Assault Public Intoxication	23-0242	10/26/23	0030 10/26/23 10/23/23	0020 0110	McDonald Hall	Domestic Assault Public Intoxication Assault on a Police Officer	Nayeli Vilchez 325 Cherry Avenue McKenzie, TN 38201	Closed
Drug / Narcotic Violation Drug Paraphernalia Liquor Law Violation Prohibited Possession	23-0240	10/24/23	1936 10/24/23 10/24/23	1936 2017	University Hall		Closed	
Liquor Law Violation x2	23-0235	10/18/23	1930 10/18/23 10/18/23	1930 2000	Heritage Hall		Closed	
Liquor Law Violation x7	23-0234	10/19/23	0130 10/19/23 10/19/23	0130 0200	Heritage Hall		Closed	
Burglary	23-0233	10/19/23	1912 10/08/23 10/18/23	1200 2359	Heritage Hall		Open	
Theft from Building	23-0232	10/18/23	1130 10/04/23 10/10/23	2100 1455	Wildcat Cove		Closed	
Theft of Property	23-0231	10/16/23	1900 10/15/23 10/16/23	0730 0955	Courtyard		Open	
Weapon Law Violation	MPD 23-012037 23-0226	10/11/23	0910 10/11/23 10/22/23	1025 1029	Burroughs Parking Lot		Monterrio Johnson 6740 Boylston Drive Memphis, TN 38141	Closed
Theft from a Motor Vehicle	23-0221	09/29/23	1115 09/27/23 09/28/23	1900 1303	Prosser Hall Parking Lot		Open	
Drug / Narcotic Violation Drug Equipment Violation	23-0219	09/27/23	1928 09/27/23 09/27/23	1928 2010	Bethel Court / Annex Parking Lot		Closed	
Drug / Narcotic Violation Drug Equipment Violation	23-0212	09/22/23	1001 09/22/23 09/22/23	1001 1030	Heritage Hall		Closed	
Outside Agency Assist	MPD 23-011187 23-0211	09/21/23	2307 09/21/23 09/22/23	2307 0152	McKenzie City Park	Criminal Trespass Resisting Arrest	Keshun Smith 306 North Main St. Lexington, TN 38351	Closed
Rape Dating Violence (CSA Report)	23-0208	09/19/23	1243 03/01/23 03/31/23	0000 0000	Heritage Hall		Closed	



2023 Daily Crime and Fire Log

This log is maintained in accordance with the Clery Act and §49-7-2206 of the Tennessee College and University Security Information Act.  
 The crime log offenses will not match the statistics reported in the Annual Security Report as this log uses the NIBRS Data Collection Guidelines as well as the Violence Against Women Act of 1994 as required by the Clery Act, and the Tennessee Code Annotated crime categories.

Classification	Case No.	Reported	Occured	General Location	Criminal Charges	Name and Address of Arrestee(s)	Disposition
Simple Assault	23-0204	09/18/23	2030 09/18/23	2034 2245	Heritage Hall	Simple Assault Lynette Taylor 388 Ridgeway Warrenton Rd. Warrenton, NC 27589	Closed
Aggravated Assault x2	23-0203	09/14/23	1653 09/14/23	1653 1730	University Drive	Aggravated Assault x2 Eric Robinson 324 Cherry Avenue McKenzie, TN 38201	Closed
Drug / Narcotic Violation Drug Equipment Violation	23-0202	09/14/23	0052 09/14/23	0052 0106	Prosser Hall Parking Lot		Closed
Dating Violence (CSA Report)	23-0200	09/13/23	1342 04/01/23	0000 05/31/23	Campus		Closed
Theft from Building	23-0197	09/08/23	1013 09/06/23	1600 1815	Wildcat Stadium		Open
Stalking	23-0196	09/07/23	1354 09/04/23	1130 2145	Heritage Hall		Closed
Dating Violence	23-0195	09/07/23	1351 09/05/23	2100 2200	Heritage Hall		Closed
Liquor Law Violation	23-0192	09/05/23	1952 09/05/23	1952 1952	Heritage Hall		Closed
Credit Card / ATM Fraud	23-0191	09/05/23	1505 09/05/23	1230 1232	University Hall		Closed
Liquor Law Violation	23-0190	09/05/23	2050 09/05/23	1930 2015	Heritage Hall		Closed
Fondling (CSA Report)	23-0185	08/29/23	1339 04/11/22	0000 04/11/22	Vera Low Center		Closed
Drug / Narcotic Violation Drug Equipment Violation	23-0179	08/26/23	1711 08/26/23	1711 1725	University Hall		Closed
Fondling x2 (CSA Report)	23-0178	08/26/23	1300 08/01/22	0000 12/01/22	McKenzie City Park		Closed
Leaving Scene of Accident	23-0167	08/17/23	2100 08/17/23	2254 2358	Heritage Hall Parking Lot	Leaving Scene of Accident Stian Andreassen 1041 Fleet Town Road Dickson, TN 37055	Closed
Sexual Harassment Stalking	23-0165	08/16/23	1902 08/09/23	1530 08/16/23	Chick-Fil-A		Closed
Vandalism	23-0164	08/16/23	1100 08/05/23	1820 1830	Prosser Hall		Closed
Drug/ Narcotic Violation Drug Equipment Violation	23-0160	08/14/23	0211 08/14/23	0211 0255	Prosser Hall Parking Lot		Closed
Liquor Law Violation	23-0127	05/22/23	2200 05/22/23	2200 2203	University Drive	Leaving the Scene of Accident Failure to Report Accident Driving on Suspended License Open Container Matthew Epperson 188 Young Lane McKenzie, Tn 38201	Closed
Intimidation	23-0125	05/11/23	1840 05/11/23	1822 1840	Campus		Open
Theft of Property	23-0123	05/04/23	1413 05/03/23	2135 2359	West Hall		Open
Leaving Scene of Accident	23-0121	05/01/23	2358 05/01/23	2254 2358	Vera Low Parking Lot	Leaving Scene of Accident Brandon Moore 6 Aspen Hills Drive Fayetteville, TN 37334	Closed
Drug/ Narcotic Violation Drug Equipment Violation	23-0117	04/26/23	0004 04/26/23	0004 0025	Heritage Hall Rear Parking Lot		Closed
Theft from Building	23-0111	04/23/23	1518 04/17/23	0000 0000	Heritage Hall		Open
Liquor Law Violation x5	23-0109	04/22/23	2359 04/23/23	2359 0031	Baker South Parking Lot		Closed



2023 Daily Crime and Fire Log

This log is maintained in accordance with the Clery Act and §49-7-2206 of the Tennessee College and University Security Information Act.

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Classification	Case No.	Reported	Occured	General Location	Criminal Charges	Name and Address of Arrestee(s)	Disposition		
Drug / Narcotic Violation Drug Equipment Violation Liquor Law Violation Weapons Law Violation	23-0106	04/16/23	2102	04/18/23 04/18/23	2102 2130	Heritage Hall	Closed		
Theft from Building	23-0105	04/17/23	1320	03/12/23 04/15/23	0000 0000	Heritage Hall	Open		
Vandalism	23-0104	04/13/23	1252	04/12/23 04/12/23	0051 0052	University Hall	Closed		
Drug / Narcotic Violation Drug Equipment Violation	23-0102	04/13/23	0315	04/13/23 04/13/23	0315 0420	Vera Low Parking Lot	Simple Possession / Casual Exchange	Aidan Vargason 66A Concord Moores Chapel Trenton, TN 38392	Closed
Drug / Narcotic Violation Drug Equipment Violation	23-0102	04/13/23	0315	04/13/23 04/13/23	0315 0420	Vera Low Parking Lot	Drug Paraphernalia	Colby Ford 2006 Chickadee Drive Milan, TN 38358	Closed
Theft from Coin Operated Machine	23-0101	04/11/23	2124	04/11/23 04/11/23	1732 1732	Baker Fieldhouse			Open
Drug / Narcotic Violation Drug Equipment Violation	23-0085	03/31/23	2004	03/31/23 03/31/23	2004 2100	Baker Fieldhouse Parking Lot			Closed
Arrest on Warrant / Other Agency Assist	23-0082	03/29/23	2130	03/29/23 03/29/23	2130 2200	Security Office	Failure to Appear	Kevon Keaton 7786 Ward Road Millington, TN 38053	Closed
Theft from Building	23-0080	03/27/23	1922	03/27/23 03/27/23	1758 1952	Fitness Center			Open
Stalking	23-0072	03/20/23	2100	03/01/23 03/20/23	0000 2100	Campus			Closed
Rape (CSA Report)	23-0075	03/23/23	1437	10/01/22 10/31/22	0000 0000	Morris Hall			Closed
Prohibited Possession x2 Drug / Narcotic Violation	23-0071	03/20/23	1745	03/20/23 03/23/23	1746 1818	Heritage Hall			Closed
Simple Assault x2	23-0064	03/13/23	2329	03/13/23 03/13/23	2315 2329	Heritage Hall			Open
Prohibited Possession x4 (Tobacco / Vape Devices)	23-0053	03/01/23	2207	03/01/23 03/01/23	2207 2220	Heritage Hall Parking Lot			Closed
Drug / Narcotic Violation Drug Equipment Violation	23-0046	02/21/23	1806	02/15/23 02/15/23	2011 2011	Bethel Court	Simple Possession Light Law	Cameron Palmer 3945 Havenhill Court Yorkville, IL 60560	Closed
Theft from Building	23-0041	02/12/23	2051	02/11/23 02/11/23	0229 0231	University Hall			Closed
Stalking	23-0028	02/06/23	1115	01/24/23 02/03/23	0000 0000	Heritage Hall			Closed
Liquor Law Violation	23-0023	01/27/23	1900	01/24/23 01/24/23	1900 1930	McDonald Hall			Closed
Drug / Narcotic Violation Drug Equipment Violation	23-0022	01/24/23	1938	01/24/23 01/24/23	1938 1948	Wildcat Cove			Closed
Rape	23-0021	01/24/23	1650	01/22/23 01/22/23	1800 2100	Wildcat Cove			Closed
Stalking	23-0019	01/23/23	1830	01/01/23 01/24/23	0000 1830	Various			Closed
Rape (CSA Report)	23-0015	01/19/23	1500	01/10/23 01/11/23	0000 0100	West Hall			Closed
Theft from Building	23-0010	01/12/23	0810	01/11/23 01/12/23	1900 0100	University Hall			Open
Burglary	23-0005	01/11/23	1300	01/06/23 01/08/23	0000 0000	University Hall			Open





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Fondling x2 (CSA Report)	23-0002	01/06/23 1330	08/20/22 08/20/22	0000 2359 University Hall			Closed
Fondling x2 (CSA Report)	23-0001	01/06/23 1330	09/15/22 10/15/22	0000 0000 Baker Fieldhouse			Closed

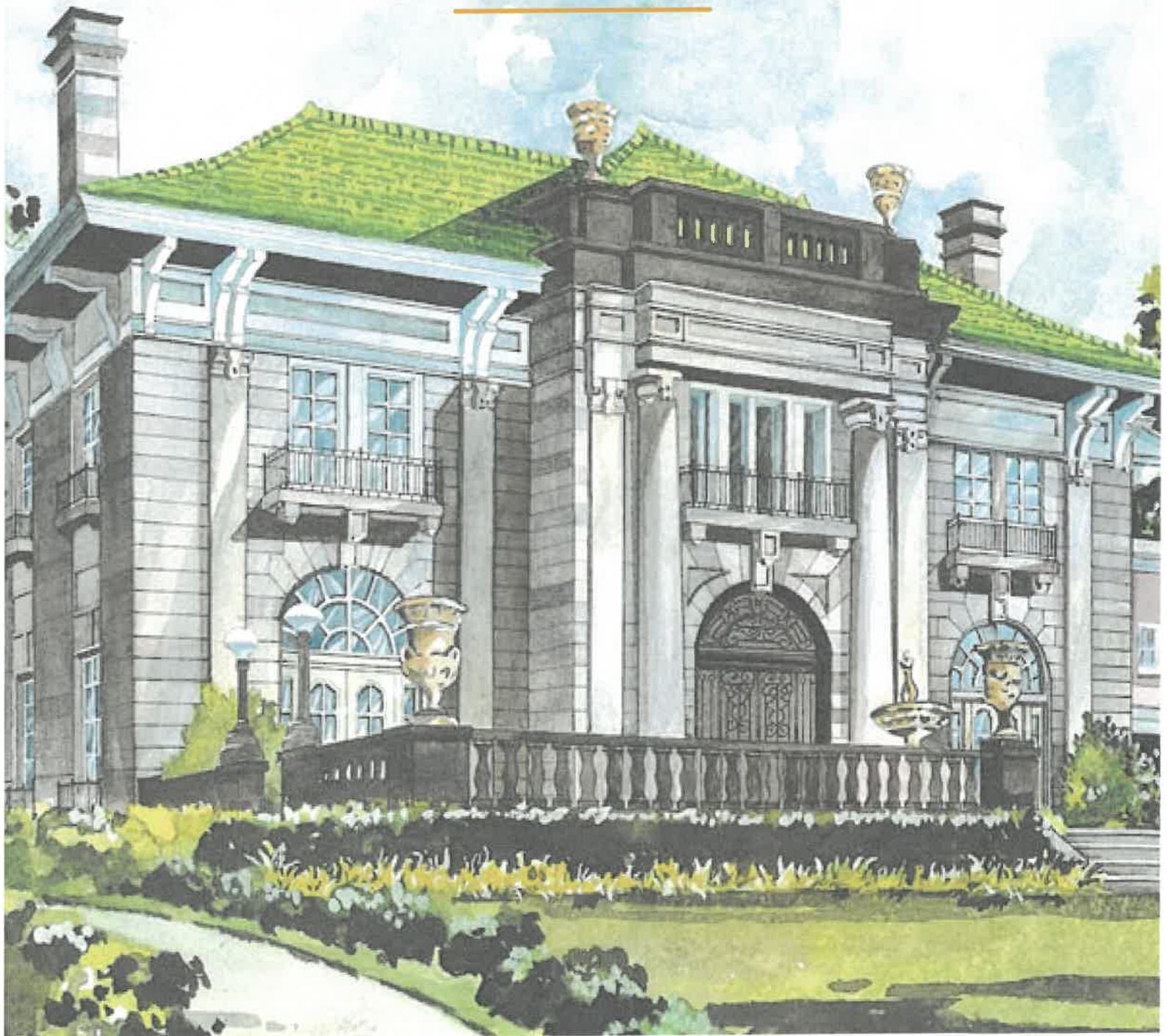
• A CSA Report is not a report to Campus Security. Due to its anonymity, limited information is available and will be listed as Closed.  
 • Disposition: Open - case is under investigation or pending formal review.  
 • Disposition: Closed - cleared by Disciplinary Referral, Arrest or is Exceptionally Cleared.







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