



OKLAHOMA CITY

Office of Safety and Security

2015

Campus Safety Report

TABLE OF CONTENTS

INTRODUCTION TO THE ANNUAL REPORT	Page 3	PREVENTION	Page 24
NOTICE OF AVAILABILITY OF ANNUAL SECURITY REPORT	Page 4	ALCOHOL & DRUG AWARENESS	Page 24
OVERVIEW SAFETY & SECURITY SERVICES	Page 4	CRIME PREVENTION TIPS	Page 25
RELATIONSHIP WITH OTHER LAW ENFORCEMENT AGENICES	Page 5	SEXUAL VIOLENCE	Page 28
EMERGENCY RESPONSE & EVACUATION STATEMENT	Page 7	ON & OFF CAMPUS RESOURCES	Page 35
SAFETY	Page 8	PREVENTIVE MEASURES	Page 37
NOTIFICATION TO OSU-OKC COMMUNITY OF IMMEDIATE THREAT	Page 9	STATISTICS	Page 38
CRIME REPORTING	Page 14	APPENDIX A: 2014 CAMPUS CLERY DATA	Page 46
CONFIDENTIAL REPORTING OF CRIME	Page 16	APPENDIX B: OCPD CRIME DATA	Page 51
CAMPUS SECURITY AUTHORITIES DEFINED	Page 18		
TIMELY WARNINGS	Page 19		
EMERGENCY NOTIFICATION SYSTEM	Page 21		
HOMELAND SECURITY	Page 22		

INTRODUCTION

INTRODUCTION TO THE ANNUAL REPORT

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act is the landmark federal law, originally known as the Campus Security Act, which requires college and universities across the United States to disclose information about crime on and around their campuses.

Because the law is tied to participation in federal student financial aid programs it applies to most institutions of higher education, both public and private. It is enforced by the U.S. Department of Education. The “Clery Act” is named in memory of 19 year old Lehigh University freshman Jeanne Ann Clery who was raped and murdered while asleep in her residence hall room on April 5, 1986.

The law was amended in 1992 to add a requirement that schools afford the victims of campus sexual assault certain basic rights, and was amended again in 1998 to expand the reporting requirements. The 1998 amendments also formally named the law in memory of Jeanne Clery. The law was amended again in 2000 to require schools beginning in 2003 to notify the campus community about where public “Megan’s Law” information about registered sex offenders on campus could be obtained. The most recent amendment was in 2014 and was a result of the reauthorization of the Violence against Women Act.

For more information about the Jeanne Clery Act, visit the Clery Center for Security on Campus website below:
<http://www.clery.org>.

NOTICE OF AVAILABILITY OF ANNUAL SECURITY REPORT

This report is required by federal law and contains policy statements and crime statistics for the school. The policy statements address the school's policies, procedures and programs concerning safety and security, for example, policies for responding to emergency situations and sexual offenses. Three years' worth of statistics are included for certain types of crimes that were reported to have occurred on campus, in or on off-campus buildings or property owned or controlled by the school and on public property within or immediately adjacent to the campus. You may also request, in person, a paper copy from the Office of Safety & Security, Business Technologies Building, Room 100, 900 N. Portland Ave., Oklahoma City, OK 73107. As a policy & practice the report and access is also sent via email to all OSU-OKC email opt-in subscribers. It is also placed on the OSU-OKC website: <http://www.osuokc.edu/security/> .

OVERVIEW SAFETY & SECURITY SERVICES

The OSU-Oklahoma City Office of Safety and Security derives its authority from Oklahoma state statutes (Article VI: Oklahoma Campus Security Act (74-360.15)). As established by these statutes, the Board of Regents for the Oklahoma State University/A & M Colleges and the Director/Chief of the OSU-Oklahoma City Security Office shall specify duties, appoint officers, designate uniforms and fix compensation for the OSU-Oklahoma City Office of Safety and Security. All Security Officers are certified by the Council on Law Enforcement and Training (CLEET).

The primary mission of officers serving in the OSU-Oklahoma City Office of Safety and Security shall be the protection of persons and property on the campus of OSU-Oklahoma City. Attention shall be directed toward the prevention of unlawful or otherwise improper conduct and trespassing on university property. As defined by statute, "campus" shall include all real property, buildings and improvements within the state of Oklahoma that are owned, leased or rented by OSU-Oklahoma City. With a new emphasis upon "customer service" the leadership in the Office of Safety & Security seeks to improve the culture of safety and security across the campus through the stakeholders – the campus community members. Students and staff find our office willing to share statistics, insights, and experiences as a basis for presentations, class reports or vocational interests. As this Department evolves with the needs of the community, improved processes and capabilities of its members will improve customer service.

Customer service necessarily includes taking enforcement actions. Officers are authorized to issue summons to, or to make arrests and take into custody, persons guilty of unlawful conduct or trespassing. OSU-Oklahoma City Security officers have jurisdiction over all parts and aspects of the OSU-Oklahoma City campus and any other area as authorized by law pursuant to an agreement or agreements as authorized by the Oklahoma Campus Security Act. The OSU-Oklahoma City Security Officers do not have arrest authority of law enforcement officers. Criminal incidents are referred to the local police (Oklahoma City Police) who have jurisdiction on campus.

SERVICES AND OTHER PROGRAMS

Other services provided by the Office of Safety & Security include:

- Safety & risk management
- Building & campus security
- University key issuance and management
- Inclement weather monitoring and notifications
- Response to medical emergencies
- Hazardous material response
- Lost and Found collection & retention
- Parking assistance and enforcement
- Traffic monitoring and enforcement
- Escorts services
- Motor pool management

RELATIONSHIP WITH OTHER LAW ENFORCEMENT AGENCIES

The OSU-OKC Office of Safety & Security maintains a close working relationship with the Oklahoma City Police Department (OCPD). Meetings are held as needed between the leaders of these agencies on both a formal and informal basis. The officers of OSU-OKC and OCPD communicate regularly on the scene of incidents that occur in and around the campus area. Investigators from OCPD work closely with the Director of OSU-OKC Security, or his designate, when incidents arise

that require joint investigative efforts, resources, crime related reports and exchanges of information, as deemed necessary. Currently, there is no written memorandum of understanding between OSU-OKC and OCPD.

ESCORT SERVICE

Upon request, the Office of Safety and Security provides an escort to all persons traveling across campus after dark. Call (405) 945-9111.

OFFICER TRAINING

Officers receive basic training from the Council on Law Enforcement Education and Training (CLEET). The mission of CLEET is to enhance public safety by providing education and training which promotes professionalism and enhances competency within the ranks of Oklahoma law enforcement; manage and regulate the licensing and training of private security. This requirement sets the minimum by which the Office of Safety and Security determines to exceed and provide superior services and capabilities to the OKC-OSU community.

Field Training programs and on-going professional training are provided to the officers and to the OSU-OKC community. They may include the following topics: fire safety, OSHA, emergency management, crisis intervention, and first aid / AED operation. Shift deployment training and regularly scheduled training is provided to help protect persons / property and improve customer service.

IDENTIFICATION CARDS

OSU-Oklahoma City identification cards are issued at the Information Desk in the Student Center, first floor, during working hours Monday through Friday. These are required for access to Business Services, Library, computer labs, and Wellness Center, as well as many other departments on campus. They are also used by Security for identification after hours and/or on weekends as authorization for your presence on campus. Students, as well as employees, are encouraged to obtain one.

MOTORIST ASSISTS

As a courtesy, the Office of Safety and Security gives assistance for “dead battery” vehicle starts, unlocks, and tire changes on campus provided the vehicle owner signs a “Release of Liability” form. Security will not perform mechanical repairs or maintenance on vehicles.

EMERGENCY RESPONSE & EVACUATION PROCEDURES STATEMENT

Response plans for emergency incidents at OSU-OKC are addressed in the Emergency Operations Plan (available in person, for cost of printing, at the Office of Safety & Security, BT 100, 8AM to 5PM week days). It includes information about incident teams, shelter-in-place and evacuation guidelines and local contingency and continuity planning requirements. University departments are responsible for developing contingency plans and continuity of operations plans for their staff and areas of responsibility. The university is mandated to conduct emergency response exercises, annually. Exercises include table top activities and tests of the emergency notification systems on campus. Results of these exercises are used to increase operational efficiency and to maintain a high level of preparedness and response. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution during each annual exercise.

Many situations require building evacuation. In the event that a fire alarm sounds or building evacuation is otherwise communicated to you:

- 1) Safely stop your work.
- 2) Remain calm and orderly. Gather your personal belongings quickly.
- 3) Close doors and windows.
- 4) Never prop stairwell doors open.
- 5) If time permits, turn off the power to all electrical equipment.
- 6) Walk quickly—but do not run—to the nearest safe exit.
- 7) Do not use elevators.
- 8) Follow instructions of security officers or other properly identified emergency personnel.
- 9) Go to predetermined departmental collection point to report your safety status.

Drills, exercises, table tops are conducted annually, documented as to date, time, and whether announced or not announced. Actual incidents/emergencies may count as drills, and all documentation is maintained by the Safety Department. After action reports are conducted for all drills, exercises, table tops, and incidents. Any and all corrective action is reviewed by the Safety and presented for Administrative review and actions.

SAFETY

SHELTER IN PLACE PROCEDURES

If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to "shelter-in-place" means to make a shelter of the building that you are in, and with a few adjustments this location can be made even safer and more comfortable until it is safe to go outside.

BASIC SHELTER IN PLACE GUIDANCE

If an incident occurs and the building you are in is not damaged, stay inside-seeking an interior room-until you are told it is safe to come out. If your building is damaged, take your personal belongings (purse, wallet, etc.) and follow the evacuation procedures for your building (close your door, proceed to the nearest exit, and use the stairs instead of the elevators). Once you have evacuated, seek shelter at the nearest University building quickly. If Security, police or fire department personnel are on the scene, follow their directions.

CHEMICAL SAFETY

Material Safety Data Sheets (MSDS) on all hazardous materials are collected and filed in the department where the materials are used. A master record of MSDSs is kept with the Office of Safety and Security. If an employee receives an MSDS, the Office of Safety and Security must be sent a copy of the MSDS, and the department's chemical inventory list must be updated. All existing labels on hazardous substance containers must remain intact. Chemical cleaners may not be brought from home or from stores.

Employees working in areas where exposure(s) to hazardous substance(s) exists shall be required to perform their jobs in accordance with precautions communicated in the Material Safety Data Sheets and Departmental Safety Manuals, if applicable. *Reference is made to Oklahoma State University Policy And Procedure Letter, Hazardous Material: Training HAZMAT Employees, 3-0535, as a source of information and clarification.*

FIRE SAFETY DRILLS

For the protection and safety of our community, announced and unannounced fire drills will be held at the direction of the OSU-OKC Office of Safety & Security on a regular basis during the academic year. Become familiar with evacuation routes. Cooperation is mandatory. Anytime the alarm sounds, all persons are to leave the buildings. Participation in fire evacuations is required by state law.

NOTIFICATION TO THE OSU-OKC COMMUNITY OF IMMEDIATE THREAT

If the Campus Security department confirms that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the OSU-OKC community, OSU-OKC Communications utilizes the systems described under the Timely Warning procedures to communicate the threat to the OSU-OKC community or appropriate segment of the community if the threat is limited to a particular building or segment of the population. The Safety & Security department without delay—and taking into account the safety of the community—collects all available information, and informs the OSU-OKC President, or designee. The OSU-OKC President initiates the notification system after consulting with Crisis Management Team as well as Oklahoma City first to contain, respond to or otherwise mitigate the emergency.

OSU-OKC utilizes several methods to communicate notifications of immediate threats to the campus community as well as the community at-large. Campus and community members are encouraged to provide their emergency contact telephone number through OKEY (<https://app.it.okstate.edu/okey/index.php>). Because of high volume of traffic through phone carriers, these messages are often delayed. Therefore, it is suggested that you to check social media sites Check OSU-OKC's social media sites, Facebook or Twitter, or www.osuokc.edu for the most updated information.

MEDICAL EMERGENCIES

All injuries occurring on campus need to be reported to the Office of Safety and Security immediately regardless of the severity at (405) 945-9111. A Security Officer will ask for your assistance in filling out the University Accident/Injury Report form. Please fill out this form in its entirety and return to Security without delay.

Steps to take in medical emergencies:

- 1) Do not move the patient unless his or her life is in danger.
- 2) Have someone stay with the patient until help arrives.
- 3) If on campus, call the OSU-OKC Officer of Safety & Security at (405) 945-9111. Tell them your name, your exact location, and a brief description of the problem. Do not hang up until told to do so
- 4) Meet emergency personnel to guide them to the patient.

NATURAL DISASTERS & EMERGENCY PREPAREDNESS

The following limited weather information is offered as a guideline to aid you in determining what action you should take in the event of severe weather.

Tornado WATCH: This means conditions are such that storms capable of producing a tornado may develop.

Tornado WARNING: This means that either a tornado has been sighted or it is highly probable that one will develop. A warning will be signaled by the storm warning sirens. Sirens for the city of Oklahoma City cover the campus.

Persons should seek IMMEDIATE refuge in a basement or lower floor, interior corridors, or interior rooms. If you are in an open-span area such as a gymnasium, auditorium, or warehouse, go to the wall farthest from windows or glass, crouch down against the wall, and protect your head with your arms. STAY AWAY from windows and exterior doors. If caught outside a building, lie flat on the ground, face down, preferably in a ditch or depression, but be alert for flash floods.

The Office of Safety & Security has designated “SEVERE WEATHER REFUGE” areas in case of storm activity. Use caution when traveling to these buildings. All University buildings have designated refuge rooms on the first floor of each building.

Persons with disabilities and persons who are mobility impaired must also make plans. If a power outage occurs during severe weather, elevators may not work. Always go to an interior room or closet. Do not remain outside. Follow the directions of Security Officers and staff members.

A decision to close the campus, or to cancel classes because of inclement weather or other adverse conditions, will be made as early as possible. Students should watch and listen for news broadcasts on local stations (listed in Timely Warnings section below). Also, the OSU-Oklahoma City web site (www.osuokc.edu) will detail whether the campus is closed, classes are cancelled or delayed. A decision to close the campus includes offices across the campus. If only classes are cancelled, campus offices remain open.

FACILITIES ACCESS

Oklahoma State University is comprised of many buildings that serve varied functions and satisfy the diverse needs of its students, faculty, and staff. These facilities are readily accessible to students, faculty, and staff during normal working hours.

It is OSU-OKC policy to lock the doors of buildings that are not in use. Many buildings have key or electronic door locks for after-hours security. However, when working or studying in buildings after normal working hours, it is suggested that individual offices be locked, based upon the assumption that unrestricted access to the building is possible. OSU-OKC does not have any on-campus residences.

PERSONS WITH DISABILITIES

If a classroom, office, or meeting space is physically inaccessible, contact the Advisor to Students with Disabilities for assistance at 405-945-3385.

LOST AND FOUND

The OSU-OKC Lost and Found is located at the Office of Safety & Security (BT-100). All departments and offices are required to forward any found items to a Security Officer or to the Office of Safety & Security Department.

The OSU Police Department will maintain a database of items reported missing and cross-check them with items submitted to lost and found. The identified owners will be notified immediately, and arrangements will be made to return the property.

Any unidentifiable or unclaimed property will be held for three months. Bicycles are held for nine months and then disposed of or sold at auction. Inquiries about lost and found property can be made at (405) 945-3253.

TRANSPORTATION

SAFETY TIPS FOR VEHICLE OPERATION

- Always stop for pedestrians in crosswalks.
- Watch your “blind spot” for other traffic, such as bicycles and pedestrians, overtaking you when making right turns.
- Always behave in a predictable manner and use turn signals. Other traffic may not always see you or recognize your intentions.
- Always be mindful of the speed limit. The posted speed limits on campus are much slower than regular city streets due to the close quarters of campus and the high volume of pedestrians.
- The State of Oklahoma currently has a “Distracted Driving” law. This law prohibits a driver from using anything which would distract the driver from devoting their full time and attention to the operation of the automobile.

PEDESTRIAN RIGHT OF WAY

Walking is a primary mode of transportation around Oklahoma State University, so it is important for pedestrians to remember that they are also subject to traffic control signals.

While vehicles must yield to pedestrians in a clearly marked crosswalk or intersection, pedestrians must yield to vehicles when crossing anywhere else. Even though vehicles are required to yield, always remember to make eye contact with the driver before proceeding into the path of an oncoming vehicle. Pedestrians are also required by law to obey Pedestrian Control Signals (PCS) when crossing at an intersection where those are in use. Only cross at an intersection when the PCS signifies for pedestrians to cross.

SEATBELT SAFETY

The state law in Oklahoma requires both the driver and the front seat passenger to have a properly fastened safety belt when the vehicle is in motion. Since this is a university owned by the State of Oklahoma, all traffic ways are considered public thus requiring seat belts at all times a vehicle is in motion.

BIKES ON CAMPUS

In Oklahoma, a bicycle is considered a vehicle when operated on the roadway. As a result, bicycles are subject to the same responsibilities and regulations as motorists. The same fines apply to motorists and bicyclists for traffic violations, such as failing to yield to pedestrians, running a stop sign or red light, going the wrong way on a one way street, or riding on the wrong side of the road. Additionally, there are laws specific to bicycle operators, such as a mandatory white front light and red rear light if the bicycle is being ridden between sunset and sunrise and an allowance for only one person per permanently affixed seat.

ROLLER SKATES, ROLLER BLADES AND SKATEBOARDS

With the increased recreational use of roller skates, roller blades, in-line skates, and skateboards, these guidelines should be followed. Roller skates, in-line skates, roller blades and skateboards ARE PERMITTED on campus EXCEPT in the following locations:

- On or in any University building, structures, stairways, elevated sidewalks, access ramps, steps, retaining walls, handrails, or other architectural elements
- On or in any planting area, grass area, or seeded area
- On streets open for vehicular traffic
- Where prohibited by sign or, by Security Officer, Roller skates, roller blades, and skateboards are to be used on campus as a mode of transportation only. No tricks or extracurricular activities are to be done while using these items.

WEAPONS, FIREARMS, AMMUNITION, FIREWORKS, EXPLOSIVES

The possession of weapons on campus is regulated by state law; all weapons are prohibited on any college or university campus by state law. This is to include, but is not limited to, the possession or use of weapons, firearms, ammunition, fireworks, explosives and dangerous chemicals on campus, in OSU-Oklahoma City vehicles, or on OSU-Oklahoma City sponsored trips.

Exceptions to this policy are police and peace officers employed by OSU-Oklahoma City and those who have been called to assist or to perform law enforcement duties on campus as well as police and peace officers in their official on-duty capacities and in the performance of their duties. Collegiate Officer Program students during supervised-skills training are exempt.

CRIME REPORTING

CRIMES IN PROGRESS

Prompt reporting of criminal activity to the police enables a quick response, timely warnings and a safer campus for everyone. The Oklahoma City Police Department will notify OSU-OKC Security of an emergency call. Any reporting method will stimulate the response of police, fire, ambulance or other first responders. In addition, the victim of a serious crime can request support personnel, such as ministers and rape crisis or domestic violence counselors, during or after reporting the incident.

If you are the victim of a crime or witness to one, you should do the following:

- 1) **Call Campus Security immediately:** at (405) 945-9111 or dial 9-1-1.
- 2) **Obtain a Description:** Attempt to obtain a description of the offender(s), including gender, age, race, hair, clothing and distinguishable features. Also attempt to obtain a description and license number of any vehicle(s) involved. Note the direction of travel of any offender(s) or vehicle(s) and report these to the police.

- 3) **Preserve the Crime Scene:** Do not touch any items involved in the incident. Close off the area of the incident and do not allow anyone in the crime area until police arrive.

INCIDENT/CRIME REPORTING PROCEDURES

Any unusual event such as theft of property or auto mishap should be reported to the Office of Safety and Security, Business Technologies Building, Room 100, at (405) 945-9111. Security does not investigate auto accidents, but can provide a statement to submit to an insurance company. Security personnel will complete an incident report, which is placed on file. Security is responsible for contacting city police to investigate the incident at your request. A complainant/witness statement form may be found at: <http://www.osuokc.edu/security/>.

TYPES OF CRIMES REPORTED TO SECURITY / POLICE

Bomb Threats: If you know of a bomb threat, contact OSU-OKC Security at 405-945-9111. Notify your supervisor, department head, or residential advisor and wait for further instructions. Record as much information about the call as you can remember.

Burglary and Larceny: Property crimes are the highest reported crimes on the OSU campus. To aid police in locating property, we recommend you always record the serial numbers of any items of value (such as cell phones, computers, televisions, stereos, etc.). If you feel you have been a victim of a property crime, report the incident immediately to the Office of Safety and Security (405-945-9111).

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Sexual Assault: If you are a victim of sexual assault, report it to the police immediately. Preserve the physical evidence. Do not bathe, douche, use the toilet, or change clothing. If you have been raped, you should seek medical treatment immediately, regardless whether you report the matter to the police.

Telephone Harassment: Obscene or threatening telephone calls should be reported to the police immediately. Other harassing phone calls should be reported if they persist. If you receive such a call, remain calm and hang up. Always record the exact time and date you received the call. This information will assist investigators.

Other Crimes: There are many other crimes which occur on campus. Generally, you should protect yourself and others and report information to police as soon as practical.

CRIME DISCLOSURE

University policies and procedures require the publication of annual crime statistics. Included in this report are crimes reported to the Office of Safety and Security and other campus officials including Student Services, and Student Engagement.

VOLUNTARY CONFIDENTIAL REPORTING

If you are a victim of a crime and do not want to pursue action with the university system or the criminal justice system, you may still want to consider making a report. With your permission, the Director of Security or designee of the Office of Safety & Security can file (in conjunction with Student Services) a report on the details of the incident without revealing your identity for the purposes of reporting crime statistics for the Clery Act. Please note, however, that all sex-based crimes must be reported to the University's Title IX coordinator and, in such circumstances, the Office of Safety & Security must provide the Title IX coordinator with as much information as possible, including your identity. When a confidential report is allowed, the purpose of reporting is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the university can keep an accurate record of the number of incidents involving students, employees, and visitors, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger when necessary. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

REPORTING SUSPICIOUS ACTIVITY

If you see any suspicious activity or person on or near the University campus, it is your responsibility to call:

- the Office of Safety and Security (405-945-9111),
- 1 (from a classroom phone), or
- 9-1-1 for emergencies.

Do not assume what you see is an innocent activity or that another individual has already called the police. Do not worry about being embarrassed; rather, think about what could happen if you do not act.

Suspicious persons may include a:

- Person loitering about at unusual hours and locations;
- Person running, especially if the person is carrying something of value;
- Person exhibiting unusual mental or physical symptoms; under the influence of drugs or needing medical or psychiatric assistance;
- Person carrying property that might be suspicious, depending on the circumstances
- Person going from room to room trying to open doors
- Person going from door to door trying to gain access into a building

Other unusual situations include:

- Open or broken doors or windows.
- Unusual noises — anything suggestive of foul play, danger, or illegal activity.
- Person sitting in parked vehicles for an extended period of time.
- Vehicles driving slowly in a parking lot or parking garage at night
- Any person not affiliated with the University community
- Do not assume the person may be a visitor or employee that you have not seen before. Call the Office of Safety and Security (405-945-9111) immediately.

BLUE PHONES

Currently, the campus has eight (8) blue emergency telephone stations located on each floor of the Parking Garage. Officers will respond. Tell them your location and need.

CAMPUS SECURITY AUTHORITIES

The U.S. Department of Education defines campus security authorities as:

- A campus police 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 as stated previously in this definition, e.g., an individual who is responsible for monitoring 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 institutional official 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 not considered a campus security authority when acting as a pastoral or professional counselor.

Crimes reported to campus security authorities are included in the university's crime statistics.

Quick access to a Campus Security Authority:

- OSU-OKC Security Director: 405-945-3253
- Student Engagement Director: 405-945-3378
- Human Resources Director: 405-945-3298

A list of title of positions of campus security authorities is listed in **Appendix C** of this report.

CRIMES REPORTED TO PASTORAL OR MENTAL HEALTH COUNSELORS

To be exempt from disclosing reported offenses, pastoral or professional counselors must be acting in their roles of pastoral or professional counselors. This ex-emption does not relieve counselors of the duty to exercise reasonable care to protect a foreseeable victim from danger posed by the person being counseled or to make reports mandated by law. When speaking to a victim or witness to a crime, counselors are encouraged to inform the individual to report the crime to The Office of Safety & Security for purposes of inclusion in the annual disclosure of crime statistics.

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

A mental health counselor is a person whose official responsibilities include providing mental health counseling to members of the institution's community and who is functioning within the scope of his or her license or certification. This definition applies even to professional counselors who are not employees of the institution, but are under contract to provide counseling at the institution.

TIMELY WARNINGS

The Office of Safety and Security carefully reviews all reports of criminal activity and, when appropriate, warn the OSU-OKC community of serious crimes or threats occurring on or near campus.

If the Campus Security department confirms that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the OSU-OKC community, OSU-OKC Communications utilizes the systems under the Timely Warning Policy to communicate the threat to the OSU-OKC community or appropriate segment of the community if the threat is limited to a particular building or segment of the population. The Safety & Security department without delay—and taking into account the safety of the community—collects all available information, and informs the President, or designee, of OSU-OKC. The President initiates the notification system after consulting with Crisis Management Team as well as Oklahoma City first to contain, respond to or otherwise mitigate the emergency.

Upon completion of reviewing all information, the Office of Safety and Security may provide warnings to the OSU-OKC community. These warnings are posted on the OSU Campus Safety website at <http://www.osuokc.edu/security/>. Depending on the nature and level of the threat, other forms of communication may be used to disseminate timely warnings. These may be sent via voicemail, or electronically to campus email accounts, through OSU's social media platforms and Cowboy Alert. Timely warnings will be made as soon as is safely practical.

Timely warnings now include changes in homeland security as threat levels are elevated or reduced. Current warnings, including the level of threat and pertinent information are, posted on the website.

OSU-OKC utilizes several methods to communicate notifications of immediate threats to the campus community as well as the community at-large. Campus and community members are encouraged to provide your emergency contact telephone number through OKEY (<https://app.it.okstate.edu/okey/index.php>). Because of high volume of traffic through phone carriers, these messages are often delayed. Therefore, it is suggested that you check social media sites. Check OSU-OKC's social media sites, Facebook or Twitter, or www.osuokc.edu for the most updated information.

The stations and sources below are partners in disseminating campus related information as an additional mass notification effort.

TELEVISION

- KFOR Channel 4
- KOCO Channel 5
- KWTW Channel 9
- KOKH Channel 25
- **Internet:** www.osuokc.edu
- **Facebook:** www.facebook.com/osuokc
- **Twitter:** www.twitter.com/osuokc

RADIO

- KTOK 1000 (AM)
- KOMA 1520 (AM)
- KOMA 92.5 (FM)
- KJYO 102.7 (FM)
- KOSU 91.7 (FM)

EMERGENCY NOTIFICATION SYSTEM

In the event of a campus emergency, Oklahoma State University may use a variety of tools to communicate to the campus and the public. Depending on the nature of the emergency, OSU-OKC may use all or some of the following:

- Text and Voice Alerts — The Cowboy Alert system is available to all campus faculty, staff, and students. You can register your phone to receive a text message and/or voicemail through your O-key account at www.okey.okstate.edu.
- Siren System – Sirens are tested around 12 Noon each Saturday in the Oklahoma City metro area.
- PA System — All campus buildings have PA systems that can alert those in the building of an emergency situation and provide response details.
- RAVE Email — The University may send “urgent” e-mails to the entire campus providing notification and directions during an emergency. It is an opt-in system of O-key.
- Social Media — OSU-OKC will use Facebook and Twitter for social mass notifications using social media.
- Cable TV/Campus Monitors — OSU has the ability to override the campus cable system, providing emergency notification via the campus TV system in many university buildings and residential housing.
- Local Media — The OSU Communications office works with local media — radio, television, newspapers — to help announce and update campus closures or emergency situations.
- Weather Radios — Most offices across campus have weather radios that provide the latest in severe weather information and activate for announcements affecting Oklahoma County.

The Vice President of Operations and the OSU-OKC Office of Safety & Security department are responsible for delivering emergency information to university executive team members. Upon considering this information, administration develops the messages and activates appropriate communications.

MISSING STUDENT NOTIFICATIONS

OSU-OKC has no resident housing. Missing student actions are handled with the Office of Safety and Security, Student Services, and the Oklahoma City Police or the agency in the jurisdiction involving the student.

IMPORTANT: Students are encouraged to share pertinent information with family and friends when leaving campus or taking trips. Sharing this information will enable University staff, as well as family and friends, to contact you if the need arises.

HOMELAND SECURITY

NATIONAL TERRORISM ADVISORY SYSTEM

The National Terrorism Advisory System, or NTAS, replaces the color-coded Homeland Security Advisory System (HSAS). This new system will more effectively communicate information about terrorist threats by providing timely, detailed information to the public, government agencies, first responders, airports and other transportation hubs, and the private sector.

NTAS ALERTS

After reviewing the available information, the Secretary of Homeland Security will decide, in coordination with other Federal entities, whether an NTAS Alert should be issued. NTAS Alerts will only be issued when credible information is available.

These alerts will include a clear statement that there is an imminent threat or elevated threat. Using available information, the alerts will provide a concise summary of the potential threat, information about actions being taken to ensure public safety, and recommended steps that individuals, communities, businesses and governments can take to help prevent, mitigate or respond to the threat.

The NTAS Alerts will be based on the nature of the threat. In some cases, alerts will be sent directly to law enforcement or affected areas of the private sector, while in others, alerts will be issued more broadly to the American people through both official and media channels. It recognizes that Americans all share responsibility for the nation's security, and should always be aware of the heightened risk of terrorist attack in the United States and what they should do. Oklahoma State University will strive to maintain a regular class schedule; however, the campus may find itself under a state of high alert necessitating increased security to help ensure the safety of all campus residents and visitors.

When a state of high alert exists, OSU will strictly follow Homeland Security guidelines in implementing greater protective measures for all of those concerned. There will be an increased presence of police officers and security in and around all campus facilities, residence halls, and classrooms. As conditions warrant, OSU's Emergency Operations Center will be activated where key staff will assemble to make appropriate decisions for further increases in security measures.

It is a simple fact of life that people lose things. While frustrating at the best of times, the "loss" can be costly if the item lost was a set of keys or swipe card for a "secure" environment. This loss could be significant if the security breach leads to theft, vandalism, or sabotage; but, it can be dire if it leads to a terrorist obtaining access to a secure area of a water treatment plant, a power distribution center, or a biological or chemical laboratory. Any loss of keys or swipe cards should be reported to the Office of Safety & Security immediately.

Everyone is encouraged to be especially vigilant about unexplained or suspicious packages in their areas. At special events or large gatherings, purses, packages, and briefcases will be subject to search. Everyone should be prepared for emergencies and interruptions and review emergency and evacuation plans for their areas. Please keep in mind that one of the objectives of terrorism is to frighten and disrupt activities of the University. To the extent possible, we want to continue normal activities of the University, but with a greater level of caution.

Additional information about homeland defense measures and homeland defense website links are located at: <http://www.ok.gov/homeland/>.

PREVENTION

ALCOHOL AND DRUG AWARENESS

OSU-OKC prohibits underage drinking and enforces this prohibition by referral for criminal prosecution and/or referral to student disciplinary proceedings.

OSU-OKC seeks to encourage and sustain an academic environment that respects individual freedoms and promotes the health, safety, and welfare of its students, faculty, staff, and visitors. These participants are expected to know and follow the applicable laws and all University rules and regulations. Each person is responsible for his/her own behavior.

The University complies with the Drug-Free Schools and Communities Act Amendments of 1989. This act requires that Oklahoma State University certify it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees in order to remain eligible for federal financial assistance. As set forth in local, state, and federal laws, and the rules and regulations of the University, OSU-OKC prohibits the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees in buildings, facilities, grounds, or other property owned and/or controlled by the University or as part of University activities. With limited exceptions, beer and alcohol are not allowed on campus.

Since July 1, 2000, students who are convicted of an offense involving the sale or possession of Drug-Free School and Communities Act, request the Oklahoma State University Student Rights and Responsibilities Governing Student Behavior, Oklahoma State University Drug and Alcohol Policy, or the OSU Dangers of Drugs and Alcohol Abuse pamphlets.

Any student or employee of the University who has violated this prohibition shall be subject to disciplinary action including, but not limited to, suspension, expulsion, termination of employment, referral for prosecution and/or completion, at the individual's expense, of an appropriate rehabilitation program. Any disciplinary action shall be taken in accordance with applicable policies of the University.

ALCOHOL AND DRUG ABUSE EDUCATION PROGRAMS

The Wellness Center, Family Resource Center, and Counseling Center have information of this nature for students and employees. The Employee Assistance Program is also available for employees. Other resources in the community may also be available from these centers or programs. Seeking help from, being referred to or from these services is confidential, and will not, alone, result in disciplinary action. Individual privacy will, of course, be maintained in any counseling/rehabilitation process.

Reference:

- *Drug-Free Schools and Communities Act of 1989 as sources of information and clarification*
- *Campus Biennial Report.*

CRIME PREVENTION PROGRAM

TAKE 60: Each professor and department head is asked to take **60 seconds** to scan a room for left over possessions to prevent 60 minutes and 60 days of sheer terror at the loss of personal property. The program also encourages students, faculty and staff to be aware of their surroundings. This reduces stress and opportunity for larceny. Collect the item(s). Call Security at 405-945-9111 to meet with an officer.

CRIME PREVENTION TIPS

Crime prevention is defined as the anticipation, recognition, and appraisal of a crime risk, and the initiation of some action to remove or reduce that risk. The following measures are encouraged to our community members:

- Program the Campus Security department's emergency number (405) 945-9111 into your cell phone.
- Be aware of your surroundings.
- Travel in groups at night whenever possible, especially when walking.
- Use lighted walkways and thoroughfares, even if it means going out of your way.
- Walk briskly, with your head up and with assurance. Do not walk in brush-covered areas or against buildings.
- Keep purses, backpacks and money belts close to the body and do not leave them unattended.

CRIME PREVENTION ACTIONS

OSU-OKC has experienced success at reducing and preventing crime. Some of the notable efforts are:

- Escorts: Officers are available for escorts across campus and patrol campus parking lots and around facilities
- Emergency contact number:
 - 405-945-9-1-1-1
 - 1: on classroom phones only (1-1-1 from other campus phones)
- 24-hour preventive / proactive patrols
- Housekeeping staff and other staff occupy academic buildings after hours and provides information to patrol officers about suspicious activity or persons in or around the buildings
- Security & safety presentations conducted each quarter with staff groups; students are addressed on an ad hoc basis
- New Student Orientation: Security instruction at the Orange Crush event each Fall Semester during Howdy Week Activities
- Faculty in-service, adjunct-faculty in-service, and new faculty orientations that occur prior to the first week of classes.
- OSU-OKC Course Catalogue Security section, available at <http://www.osuokc.edu/catalog>
- Video surveillance cameras for historical purposes in certain areas
- Lighting surveys
- Department and area risk surveys

In addition to preventing crime, considerable effort is devoted to crime intervention. All reported crimes are investigated immediately. Follow-up investigations occur to identify the offenders. Where multiple incidents occur, surveillance techniques may be implemented to help apprehend violators. Data and trends are tracked and used to prevent future crimes.

HARASSING PHONE CALLS

Telephone harassment is both a nuisance and a crime and will not be tolerated on the Oklahoma State University campus. If you are a victim of telephone harassment, please follow these steps:

1. As soon as you realize the nature of the call, HANG UP. Remain calm and replace the receiver on the telephone as you would for any call.
2. Do not talk or try to discover the caller's identity.
3. If calling persists, or if any call is obscene or threatening, call OSU-OKC Security at 405-945-9111. If off campus, call the agency within the jurisdiction you live and report the activity.
4. If calling persists, keep a time log of calls received, what was said by all parties, and a description of the voice.

WORKPLACE VIOLENCE

It is the goal of OSU-Oklahoma City to provide a safe and secure workplace. The safety of employees and students is very important both in terms of enhancing the educational environment and promoting a supportive working atmosphere. Serious threats or acts of intimidation, and acts of violence with or without the presence of a weapon, will not be tolerated. Violations of this policy may result in disciplinary action, including possible suspension, termination and/or the filing of criminal charges.

All employees shall immediately report acts of violence and any serious threats that a reasonable person would consider potentially dangerous made against them or witness by them. Such reports may be made to the employee's immediate supervisor, the Human Resources Office, safety and security office, or any administrative management official. Supervisors, etc., receiving reports of acts of violence, serious threats, or good faith concerns about unusual or threatening behavior shall take appropriate steps as soon as reasonably possible, including communicating with the Safety and Security Office, to reduce or eliminate any threats of immediate danger.

AVOIDING VICTIMIZATION

PROPERTY PROTECTION

- Lock your door whenever you leave your office or room.
- Secure your vehicle. Close all windows and lock all doors.
- Never prop open any door.

- Adequately protect all valuables in your room, such as wallets, jewelry, credit cards, cash, and computers. Do not leave valuables or cash in plain view.
- Protect your books and put your name in them. Do not leave them in public places.
- Do not loan your office keys to anyone.
- Do not put your name or address on your key rings.
- When in a public place, keep valuable possessions out of sight. If you must leave an area for any length of time, take personal items with you.

SEXUAL VIOLENCE

GENERAL STATEMENT

The psychological and emotional trauma after a sexual assault can be painful. Possible symptoms include: eating disorders, sleep disturbances, lack of trust, feelings of guilt, depression, mood swings, and relationship and communication problems. Sexual assault incidents can only be reduced when men and women understand the dynamics involved in sexual assaults and are willing to participate in educational programming and ongoing communication.

OSU-OKC takes acts of sexual harassment, which include sexual violence, extremely seriously and believes that 1 victim is 2 many. The following information, consistent with U.S. Department of Education Title IX guidance, provides details on the university response, resources, and remedies to sexual violence. The university hopes that you will help us in our efforts to maintain a safe and productive environment for all members of our community to live, learn and be successful by uniting as a community committed to ending sexual violence and sexual harassment.

Sexual harassment and sexual violence are forms of gender discrimination that are not tolerated at OSU. The university strongly encourages victims to report all acts of gender discrimination. Additionally, students have the option of filing a formal complaint with Student Conduct as well as with the police. Please be aware that even if an individual chooses not to file a formal complaint, the university may take interim measures, such as changing academic schedules and housing arrangements, may be taken to provide safety for the victim in the educational setting.

Oklahoma State University does not discriminate on the basis of race, color, national origin, sex, qualified disability, religion, sexual orientation, gender identity, veterans' status, genetic information or age in its program and activities. Therefore, the university will address all complaints of sexual harassment, including sexual violence, the same, irrespective if the complainant (person filing the complaint) or respondent (person the complaint is filed against) is of a protected class or sex.

Where it is determined that sexual misconduct is more likely than not to have occurred, university conduct sanctions can include suspension or expulsion. Even if law enforcement and criminal justice authorities choose not to prosecute a particular incident, the university may still pursue the incident through the student conduct process. All student conduct processes are separate from law enforcement investigations. Instances where gender discrimination is not addressed through the student conduct system, the university still has the obligation under Title IX to take immediate action to eliminate the harassment, prevent its recurrence and address its effects, irrespective of formal legal processes.

SEXUAL HARASSMENT

Sexual harassment is unwelcome sexual advances, requests for sexual favors and other verbal or physical contact or communication of a sexual nature when:

- Submission to such conduct or communication is made either explicitly or implicitly as a term or condition of educational benefits, employment, academic evaluations or other academic opportunities,
- Submission to or rejection of such conduct or communication by an individual is used as the basis for an employment decision or academic decision affecting such individual, or
- Such conduct is sufficiently severe, pervasive or persistent and objectively offensive that it has the effect of creating an intimidating, hostile or offensive environment that negatively affects an individual's academic or employment environment.

Sexual harassment does not include verbal expressions or written materials that are relevant and appropriately related to course subject matter or curriculum, and this policy shall not abridge academic freedom or the university's educational mission.

Sexual harassment can create a hostile environment. Sexual harassment should be reported even if it doesn't reach the point of creating a hostile environment. A hostile environment is defined as subjectively and objectively offensive and sufficiently severe or pervasive to alter the conditions of the victim's educational, employment or university environment.

Sexual harassment can occur off-campus and still have an effect on an individual's educational, employment or university environment as well as create a hostile environment. A one-time non-consensual contact could also create a hostile environment.

SEXUAL VIOLENCE DEFINED

Sexual violence is physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent. A number of different acts fall into the category of sexual violence, including sexual misconduct, stalking, dating violence, and domestic violence.

SEXUAL MISCONDUCT

Sexual misconduct is a broad term encompassing any non-consensual contact of a sexual nature. Sexual misconduct may vary in severity and consists of a range of behavior or attempted behavior including, but not limited to, the following examples of prohibited conduct:

- Unwelcome sexual touching/exposure: The touch of an unwilling or non-consensual person's intimate parts (such as genitalia, groin, breast, buttocks, mouth or clothing covering same); touching an unwilling person with one's own intimate parts; or forcing an unwilling person to touch another's intimate parts. This also includes indecent exposure and voyeurism.
- Non-consensual sexual assault: Unwilling or non-consensual penetration of any bodily opening with an object or body part. This includes, but is not limited to, penetration of a bodily opening without effective consent through the use of coercion.
- Forced sexual assault: Unwilling or non-consensual penetration of any bodily opening with any object or body part that is committed either by force, threat, intimidation, or through exploitation of another's mental or physical condition (such as lack of consciousness, incapacitation due to drugs or alcohol, age, or disability) of which the assailant was aware or should have been aware.

Effective Consent is:

- informed;
- freely and actively given;
- mutually understandable words or actions; and
- willingness to participate in mutually agreed upon sexual activity.

Further:

- Initiators of sexual activity are responsible for obtaining effective consent.
- Silence or passivity is not effective consent.
- The use of intimidation, coercion, threats, force or violence negates any consent obtained.

Consent is not considered effective if obtained from an individual who is incapable of giving consent due to the following:

- mental, developmental, or physical disability; or
- s/he is under the legal age to give consent; or
- s/he is incapacitated by alcohol, beer or under the influence of drugs.

Individuals who commit acts of sexual misconduct assume responsibility for their behavior and must understand that the use of alcohol and other drugs does not reduce accountability for their actions.

EXAMPLES OF SEXUAL MISCONDUCT VIOLATIONS

- Ignoring an individual's protest and engaging in sexual activity.
- Convincing somebody to have sex likely constitutes intimidation or coercion. If someone is coerced, the yes is not effective consent.
- Drinking and/or drug use may render an individual incapable of giving consent for sexual activity. For example, someone who is incapacitated may agree to have sex at the time, but have no memory of the consent. This person may have been functioning in a "blackout" and could not give effective consent.
- Holding a person down or preventing a person from leaving the room and forcing him or her to engage in sexual activity against his/her will.

STALKING

Stalking is to engage in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others; or suffer substantial emotional distress. It is defined to mean 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.

Substantial emotional distress would include significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling. Stalking is the willful, malicious, and repeated following or harassment of a person in a manner that would cause a reasonable person to feel frightened, intimidated, threatened, harassed or molested and actually causes the person being followed or harassed to feel terrorized, frightened, intimidated, threatened harassed or molested. Stalking also means a course of conduct composed of a series of two or more separate acts over a period of time, demonstrating a continuity of purpose or unwelcomed contact with a person that is initiated or continued without the consent of the individual or in disregard of the expressed desire of the individual that the contact be avoided or discontinued. This may include repeatedly contacting another person (through any means, such as in person, by phone, electronic means, text messaging, etc.), following another person, or having others contact another person.

Any actions that a stalker takes to contact, harass, track or frighten another that could include repeatedly:

- following
- unsolicited visits or communication
- using online social media inappropriately
- damaging property
- showing up at places an intended victim frequents
- sending unsolicited mail, e-mail, texts and pictures
- creating a website about a target of stalking
- sending unsolicited gifts
- stealing things that belong to intended victim
- calling

Stalking can occur by someone that is known casually, a current boyfriend or girlfriend, someone dated in the past or a stranger.

DATING VIOLENCE

Dating violence is committed by a person who is or has been in a social relationship of a romantic or intimate nature with another person. The existence of such relationship shall be determined based on a consideration of the following factors:

- Length of the relationship
- Type of relationship
- Frequency of interaction between the persons involved in the relationship.

Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts that meet the definition of domestic violence.

DOMESTIC VIOLENCE

Domestic violence is a crime of violence committed by a;

- current or former spouse or intimate partner of the victim,
- person with whom the victim shares a child in common,
- person who is cohabitating with or has cohabited with the victim as a spouse,
- person similarly situated to a spouse of the victim.

Domestic violence is a pattern of abusive behavior in any relationship that is used by one partner to gain or maintain power and control over another intimate partner. Domestic violence can be physical, sexual, emotional, economic or psychological actions or threat of actions that influence another person.

RETALIATION

The University will not tolerate retaliation against a person who, in good faith, brings a complaint forward. Retaliation against an individual who has brought a complaint forward or against an individual who has participated in an investigation or conduct process is prohibited. See Board of Regents for the Oklahoma Agricultural and Mechanical Colleges Policy Manual, 3.11 Non-Retaliation for more information.

WHAT TO DO IF YOU ARE A VICTIM OF SEXUAL VIOLENCE

1. If you are not safe and need immediate help, call 9-1-1.
2. If the incident happened on campus, call the OSU-OKC Safety & Security at 405-945-9111.
3. If the incident occurred off campus in Oklahoma City, call the Oklahoma City Police Department at 405-372-4171. If the incident happened anywhere else, call the law enforcement agency that has jurisdiction in the location where it occurred.
4. Do what you need to do to feel safe. Go to a safe place or contact someone with whom you are comfortable. You can call the Oklahoma City YWCA 24 - hour Sexual Assault Hotline: 405-943-7273 to get advice and discuss options for how to proceed.
5. Do not shower, bathe, douche, change or destroy clothes, eat, drink, smoke, chew gum, take any medications or straighten the room or place of the incident. Preserving evidence is critical for criminal prosecution. Although you may not want to prosecute immediately after the incident, that choice will not be available without credible evidence. The evidence collected can also be useful in the campus conduct process.
6. Go to the nearest medical center to receive care for any physical injuries that may have occurred. While in the emergency room, seek treatment and prevention options.

ACCOMODATIONS:

- Assistance in Reporting: Student Services can assist in filing a complaint with the university conduct process and the appropriate law enforcement agencies against the student(s) who caused harm.
- No Contact Order: consultation with authorities for help in putting in place a No Contact Order between the complainant and the respondent, which would prohibit contact between both parties through any means of communication, as well as prohibit others from making contact on their behalf.
- Emergency Protective Order: Consultation with authorities can assist victims in filing for an Emergency Protective Order in court. This is a court-ordered petition that prohibits contact between the complainant and respondent.
- Safety Measures: Consultation with authorities and Safety & Security can coordinate any reasonable arrangements that are necessary for ongoing safety. This includes parking arrangements or providing an escort.
- Academic Arrangements: Student Services can assist in adjusting academic schedules as well as assist in providing access to academic support services.

- Other Interim Measures: Student Services can coordinate reasonable arrangements to address the effects of the sexual violence, including connecting victims with counseling, health care or academic support resources.

ON AND OFF CAMPUS RESOURCES

Title IX Coordinators	Director Human Resources AD212; Phone: 405-945-3298
	Director Student Engagement SC240B; Phone 405-945-3378
OSU-OKC Security	BT100; Phone: 405-945-3253
Safe Line (Domestic & sexual violence)	1-800-273-TALK (8255)
OCPD Main Line	405-297-1000
Victim Services Program	405-297-3422
Victim Protection Orders (OK Co.)	405-713-1735
VPO Victims Assistance	405-297-1139

PREVENTIVE MEASURES

VICTIM BILL OF RIGHTS

- Survivors shall be notified of their options to notify law enforcement.
- Accuser and accused must have the same opportunity to have others present.
- Both parties shall be informed of the outcome of any disciplinary proceeding.
- Survivors shall be notified of counseling services.
- Survivors shall be notified of options for changing academic and living situations.

The university encourages students to help in preventing harmful and negative incidents by being responsible for their own personal safety, reporting of observed incidents, and educating themselves through university sponsored trainings.

AWARENESS EDUCATION

OSU-OKC takes acts of sexual violence and sexual harassment seriously. In an effort to educate students and comply with the Violence Against Women Act and the Office for Civil Rights federal guidelines, all students are required to complete online training on sexual violence prevention. A hold will be placed on your account, which will affect enrollment for the subsequent semester, until the training has been completed. Training should take around 40 minutes.

To complete the training follow these steps:

1. Go to <https://1is2many.okstate.edu>
2. Log-in with your O-key account information.

Additionally, Student Conduct provides education on sexual violence to any group of students, faculty or staff upon request. Topics include but are not limited to sexual assault, sexual harassment, the conduct process for sexual misconduct, how to support a victim, bystander intervention, prevention strategies and resources available for victims.

STATISTICS

SEX OFFENDER REGISTRY

The Federal Campus Sex Crimes Prevention Act of 2000 requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a state concerning registered sex offenders may be obtained.

Oklahoma law (O.S. Title 57, 583-584) requires anyone required to register as a sex offender do so with both their local law enforcement (municipal or county) agency at their residence and also with the police or Security department of any institution of higher learning at which they are enrolled as a student (full-time or part-time), are an employee (full-time or part-time) or reside (or intends to reside or stay) on any property owned or controlled by the institution of higher learning.

Information on any sex offender who works, lives or attends an institution of higher learning can be found at www.sheriffalerts.com. The Oklahoma City Police Department has an Offender Registration Unit that coordinates the registration of sex offenders and violent offenders residing in Oklahoma City limits. This information is reported to the Oklahoma Department of Corrections which maintains the statewide Oklahoma Sex and Violent Crime Offender Registry. A search for registered offenders in your area is accessed by entering a specific address in Oklahoma City limits at the following website: <http://204.62.19.17/svor/f?p=102:1:2970183561735248>.

CAMPUS CRIME STATISTICS

When comparing crime at OSU to other institutions of similar size, you will find OSU-OKC's crime rate to be one of the lowest in the Oklahoma City metro area. The crime and arrest statistics reported are those which occurred within the jurisdictional boundaries of the campus. Crimes occurring on public property immediately adjacent to the campus are also reported when available. Crime statistics concerning other locations are available at the Oklahoma City Police Department (OCPD). We have attempted to provide data from the OCPD occurring adjacent to the campus based on address. Some of the OCPD data may include events reported from on-campus. All crime data is placed in the Appendix of this report. The campus Behavior Assessment Team will review, annually, data available through OCPD and the campus security office to verify the accuracy of data purposed for the ASR and its submission to OPE.

DEFINITIONS OF CRIMINAL OFFENSES

The following definitions are those used in the Uniform Crime Reporting System of the United States Department of Justice, Federal Bureau of Investigation.

Aggravated Assault:

An unlawful attack of one person by another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed. [Oklahoma law: §21-646. Aggravated assault and battery defined. A. An assault and battery becomes aggravated when committed under any of the following circumstances: 1. When great bodily injury is inflicted upon the person assaulted; or 2. When committed by a person of robust health or strength upon one who is aged, decrepit, or incapacitated, as defined in Section 641 of this title. B. For purposes of this section “great bodily injury” means bone fracture, protracted and obvious disfigurement, protracted loss or impairment of the function of a body part, organ or mental faculty, or substantial risk of death.]

Arson:

Any willful or malicious attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle, or aircraft, personal property of another. Only fires determined through investigation to have been willfully or maliciously set are classified as arson. [Oklahoma law: §21-1401. Arson in the first degree. A. Any person who willfully and maliciously sets fire to or burns, or by the use of any explosive device, accelerant, ignition device, heat-producing device or substance, destroys in whole or in part, or causes to be burned or destroyed, or aids, counsels or procures the burning or destruction of any building or structure or contents thereof, inhabited or occupied by one or more persons, whether the property of that person or another, or who willfully and maliciously sets fire to or burns, or by the use of any explosive device, accelerant, ignition device, heat-producing device or substance causes a person to be burned, or aids, counsels or procures the burning of a person shall, upon conviction, be guilty of arson in the first degree. See also §21-1402. Arson in the second degree; and §21-1403. Arson in the third degree.

Burglary:

The unlawful entry of a structure to commit a felony or theft. For reporting purposes this definition includes: unlawful entry with the intent to commit a larceny or felony; breaking and entering with the intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned. [Oklahoma law: §21-1431. Burglary in first degree. Every person who breaks into and enters the dwelling house of another, in which there is at the time some human being, with intent to commit some crime therein; also §21-1435. Burglary in second degree.]

Criminal Homicide

The willful (negligent or non-negligent) killing of one human being by another. [Oklahoma law: §21-691. Homicide defined. A. Homicide is the killing of one human being by another. B. As used in this section, “human being” includes an unborn child, as defined in Section 1-730 of Title 63 of the Oklahoma Statutes.]

Dating Violence

Dating violence is committed by a person who is or has been in a social relationship of a romantic or intimate nature with another person. The existence of such relationship shall be determined 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. Dating violence includes but is not limited to sexual or physical abuse or the threat of such abuse. Dating violence does not include acts that meet the definition of domestic violence.

Domestic Violence

Domestic violence is a felony or misdemeanor crime of violence committed by a:

- current or former spouse or intimate partner of the victim,
- person with whom the victim shares a child in common,
- person who is cohabitating with or has cohabited with the victim as a spouse or intimate partner,

- person similarly situated to a spouse of the victim under the domestic or family violence laws of Oklahoma; or
- any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of Oklahoma.

Domestic violence is a pattern of abusive behavior in any relationship that is used by one partner to gain or maintain power and control over another intimate partner. Domestic violence can be physical, sexual, emotional, economic or psychological actions or threats of actions that influence another person.

Drug Law Violations:

Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, Methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

Forcible Fondling:

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

Forcible Rape:

The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth). [Oklahoma law: §21-1111. Rape defined. A. Rape is an act of sexual intercourse involving vaginal or anal penetration accomplished with a male or female who is not the spouse of the perpetrator and who may be of the same or the opposite sex as the perpetrator under any of the following circumstances: 1. Where the victim is under sixteen (16) years of age; 2. Where the victim is incapable through mental illness or any other unsoundness of mind, whether temporary or permanent, of giving legal consent; 3. Where force or violence is used or threatened, accompanied by apparent power of execution to the victim or to another person; 4. Where the victim is intoxicated by a narcotic or

anesthetic agent, administered by or with the privity of the accused as a means of forcing the victim to submit; 5. Where the victim is at the time unconscious of the nature of the act and this fact is known to the accused.]

Forcible Sodomy:

Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity. [Oklahoma law: §21-888v1. Forcible sodomy.]

Hate Crimes:

Criminal acts intended to injure, threaten, or intimidate a person or persons because of their race, ethnicity, gender, sexual orientation, or religious beliefs. These can include murder, sexual offenses, assault, vandalism, threats, harassment, arson, or other violations.

Incest:

Non-forcible sexual intercourse between persons who are related to each other within degrees wherein marriage is prohibited by law. [Oklahoma law: §21-885. Incest.]

Larceny:

The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another without use of force or violence. It includes shoplifting, pocket-picking, purse snatching, thefts from motor vehicles, to include parts and accessories, bicycles, and computer thefts. [Oklahoma law: §21-1701. Larceny defined.]

Larceny is the taking of personal property accomplished by fraud or stealth, and with intent to deprive another thereof.

Liquor Law Violations:

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

Motor Vehicle Theft:

The theft or attempted theft of a motor vehicle by someone other than the registered owner.

Murder and Non-negligent Manslaughter

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

Negligent Manslaughter

The killing of another person through gross negligence.

Robbery

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

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.

Sexual Offenses, Forcible:

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

Sexual Offenses, Non-forcible:

Unlawful, non-forcible sexual intercourse.

Sexual Assault with an Object:

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

Stalking

Stalking refers to one who engages in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others or suffer substantial emotional distress.

- **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.
- **Reasonable person** means a reasonable person under similar circumstances and with similar identities to the victim.
- **Substantial emotional distress** means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

Statutory Rape:

Non-forcible sexual intercourse with a person who is under the statutory age of consent (age 16).

Weapon Law Violations:

The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; alien possessing deadly weapons; and all attempts to commit any of the aforementioned. OSU-OKC policy prohibits firearms on the University campus with limited exceptions.

DEFINITION OF TERMS FOR STATISTICAL CHARTS

The term “OSU-OKC Campus” means any building or property owned or controlled by “Oklahoma State University-Oklahoma City,” within the same reasonably contiguous geographic area of the institution and used by the institution in direct support of, or in a manner related to, the institution related to, the institution’s educational purposes.

“Non-Campus Building or Property” includes building or property owned or controlled by a student organization, such as a fraternity or sorority, recognized by the institution, and any building or property (other than a branch campus) owned or controlled by an institution that is used in direct support of, or in relation to, the institution’s educational purposes, is used by student and is not within the same reasonable contiguous geographical area of the institution.

“Public Property” is defined as all public property that is within the same reasonably contiguous geographic area of the institution, such as a sidewalk, a street, or other thoroughfare, or parking facility, and is adjacent to a facility owned or controlled by the institution, if the facility is used by the institution in direct support of, or in a manner related to the institution’s educational purposes.

APPENDIX A

Crimes Reported by OSU-OKC Security Department - 2014

This chart includes offenses that were reported to the OSU-OKC Security Department in accordance with the Uniform Crime Reporting procedures and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

Offense Type (includes attempts)	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Murder/Non-negligent Manslaughter	0	0	0	0	N/A
Negligent Manslaughter	0	0	0	0	N/A
Sex Offenses					
Rape	0	0	0	0	N/A
Fondling	0	0	0	0	N/A
Incest	0	0	0	0	N/A
Statutory Rape	0	0	0	0	N/A
Robbery	0	0	0	0	N/A
Aggravated Assault	0	0	0	0	N/A
Burglary	0	0	0	0	N/A
Motor Vehicle Theft	0	0	0	0	N/A
Arson	0	0	0	0	N/A
Dating Violence	0	0	0	0	N/A
Domestic Violence	0	0	0	0	N/A
Stalking	0	0	0	0	N/A
Liquor Law Arrests	2	0	0	2	N/A
Drug Law Arrests	0	0	0	0	N/A
Weapons Law Arrests	0	0	0	0	N/A
Liquor Law Violations Referred for Disciplinary Action	1	0	0	1	N/A
Drug Law Violations Referred for Disciplinary Action	0	0	0	0	N/A

NOTES:

There were no Hate Crimes for 2014.

OSU-OKC does not have residential facilities. 2014 statistics are reported separately because the Violence Against Women Act, which was reauthorized in March of 2013, reclassified certain crimes and added other crimes that must be included in the statistical information reported for 2014. Statistics for 2012 and 2013 are reported in a separate table on page 47. Based on the results of a DOE review in 2017, crime data obtained from OCPD was re-analyzed and updated on this report.

Crimes Reported by OSU-OKC Security Department – 2012-2013

This chart includes offenses that were reported to the OSU-OKC Security Department in accordance with the Uniform Crime Reporting procedures and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

Offense Type (includes attempts)	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Murder/Non-negligent Manslaughter	2013	0	0	0	0	N/A
	2012	0	0	0	0	N/A
Negligent Manslaughter	2013	0	0	0	0	N/A
	2012	0	0	0	0	N/A
Sex Offenses						
Forcible	2013	0	0	0	0	N/A
	2012	0	0	0	0	N/A
Non-Forcible	2013	0	0	0	0	N/A
	2012	0	0	0	0	N/A
Robbery	2013	0	0	0	0	N/A
	2012	0	0	0	0	N/A
Aggravated Assault	2013	0	0	0	0	N/A
	2012	0	0	0	0	N/A
Burglary	2013	0	0	0	0	N/A
	2012	2	0	2	4	N/A
Motor Vehicle Theft	2013	0	0	0	0	N/A
	2012	0	0	0	0	N/A
Arson	2013	0	0	0	0	N/A
	2012	1	0	0	1	N/A
Dating Violence	2013	0	0	0	0	N/A
Domestic Violence	2013	0	0	0	0	N/A
Stalking	2013	0	0	0	0	N/A
Liquor Law Arrests	2013	0	0	0	0	N/A
	2012	0	0	0	0	N/A
Drug Law Arrests	2013	0	0	0	0	N/A
	2012	0	0	0	0	N/A
Weapons Law Arrests	2013	0	0	0	0	N/A
	2012	0	0	0	0	N/A
Liquor Law Violations Referred for Disciplinary Action	2013	0	0	0	0	N/A
	2012	0	0	0	0	N/A
Drug Law Violations Referred for Disciplinary Action	2013	0	0	0	0	N/A
	2012	0	0	0	0	N/A

NOTES:

There were no Hate Crimes for 2012 or 2013.

OSU-OKC does not have residential facilities.

Reports of dating violence, domestic violence, and stalking were not required until the Violence Against Women Act was reauthorized in 2013. Accordingly, reports for these crimes were not required and were not counted for 2012. Based on the results of a DOE review in 2017, crime data obtained from OCPD was re-analyzed and updated on this report.

Crimes Reported by University Officials or by Other Law Enforcement Agencies - 2014

This chart includes offenses that were reported to law enforcement agencies other than the OSU-OKC Security Department and to any official of OSU-OKC who has significant responsibilities for student and campus activities. These offenses are compiled in accordance with the provisions of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

Offense Type (includes attempts)	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Murder/Non-negligent Manslaughter	0	0	0	0	N/A
Negligent Manslaughter	0	0	0	0	N/A
Sex Offenses					
Rape	0	0	0	0	N/A
Fondling	0	0	1	1	N/A
Incest	0	0	0	0	N/A
Statutory Rape	0	0	0	0	N/A
Robbery	0	0	0	0	N/A
Aggravated Assault	0	0	0	0	N/A
Burglary	0	0	1	1	N/A
Motor Vehicle Theft	0	0	0	0	N/A
Arson	0	0	0	0	N/A
Dating Violence	0	0	0	0	N/A
Domestic Violence	0	0	0	0	N/A
Stalking	0	0	0	0	N/A
Liquor Law Arrests	0	0	1	1	N/A
Drug Law Arrests	0	0	1	1	N/A
Weapons Law Arrests	0	0	0	0	N/A
Liquor Law Violations Referred for Disciplinary Action	0	0	0	0	N/A
Drug Law Violations Referred for Disciplinary Action	0	0	0	0	N/A
Weapons Law Violations Referred for Disciplinary Action	0	0	0	0	N/A

NOTES:

There were no Hate Crimes for 2014.

OSU-OKC does not have residential facilities. 2014 statistics are reported separately because the Violence Against Women Act, which was reauthorized in March of 2013, reclassified certain crimes and added other crimes that must be included in the statistical information reported for 2014. Statistics for 2012 and 2013 are reported in a separate table on page 50. Based on the results of a DOE review in 2017, crime data obtained from OCPD was re-analyzed and updated on this report.

Crimes Reported by University Officials or by Other Law Enforcement Agencies - 2014

This chart includes offenses that were reported to law enforcement agencies other than the OSU-OKC Security Department and to any official of OSU-OKC Security who has significant responsibilities for student and campus activities. These offenses are compiled in accordance with the provisions of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

Offense Type (includes attempts)	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Murder/Non-negligent Manslaughter	2013	0	0	0	0	N/A
	2012	0	0	0	0	N/A
Negligent Manslaughter	2013	0	0	0	0	N/A
	2012	0	0	0	0	N/A
Sex Offenses						
Forcible	2013	0	0	0	0	N/A
	2012	0	0	0	0	N/A
Non-Forcible	2013	0	0	0	0	N/A
	2012	0	0	0	0	N/A
Robbery	2013	0	0	2	2	N/A
	2012	0	0	0	0	N/A
Aggravated Assault	2013	0	0	6	6	N/A
	2012	0	0	0	0	N/A
Burglary	2013	0	0	12	12	N/A
	2012	0	0	0	0	N/A
Motor Vehicle Theft	2013	0	0	7	7	N/A
	2012	0	0	0	0	N/A
Arson	2013	0	0	0	0	N/A
	2012	0	0	0	0	N/A
Dating Violence	2013	0	0	0	0	N/A
Domestic Violence	2013	0	0	0	0	N/A
Stalking	2013	0	0	0	0	N/A
Liquor Law Arrests	2013	0	0	0	0	N/A
	2012	0	0	0	0	N/A
Drug Law Arrests	2013	0	0	0	0	N/A
	2012	0	0	0	0	N/A
Weapons Law Arrests	2013	0	0	0	0	N/A
	2012	0	0	0	0	N/A
Liquor Law Violations Referred for Disciplinary Action	2013	0	0	0	0	N/A
	2012	0	0	0	0	N/A
Drug Law Violations Referred for	2013	0	0	0	0	N/A

NOTES:

There were no Hate Crimes for 2014.

OSU-OKC does not have residential facilities.

2014 statistics are reported separately because the Violence Against Women Act, which was reauthorized in March of 2013, reclassified certain crimes and added other crimes that must be included in the statistical information reported for 2014. Statistics for 2012 and 2013 are reported in a separate table on page 48.

Reports of dating violence, domestic violence, and stalking were not required until the Violence Against Women Act was reauthorized in 2013. Accordingly, reports for these crimes were not

APPENDIX B

CAMPUS SECURITY AUTHORITIES LIST BY POSITION

While all positions are considered as responsible for reporting, the following positions are designated as Campus Security Authorities:

<p>Executive Team</p> <ul style="list-style-type: none"> • VP Academic Affairs • VP Business & Industry • VP Budget & Finance • Senior Director Marketing & Communications • VP Operations • VP Student Services 	<p>Operations</p> <ul style="list-style-type: none"> • Dir. Safety & Security • All Security Officers • Safety Officer • Dir. Enterprise Systems & Intelligence • Dir. Infrastructure Serv. • Dir. User Support & Training Serv. • Dir. Bldg. Maint. & Construction Maint. • Grounds Mgr. • Evening Coord. 	<p>Academics</p> <p>All Instructors, supervisors, division heads, office staff.</p>	<p>Business & Industry</p> <ul style="list-style-type: none"> • Child Dev. Lab School Dir. • Ctr. For Safety & Emerg. Prep. Dir. • Cowboy Catering Mgr. • Farmer's Mkt. Coord. • Manufacturing Alliance Extension Agent • Trng. & Dev. Ctr. Coord. • Institutional Grants Senior Dir.
<p>Budget & Finance</p> <ul style="list-style-type: none"> • Accounting Serv. Dir. • Business Serv. Dir. • Human Resources Dir. • Purchasing Dir. • Print & Mail Serv. Dir. 	<p>Human Services Div.</p> <ul style="list-style-type: none"> • Div. Head • Early Care & Child Dev. Dept Head. • Interpreter Trng. Dept. Head • Public Safety Dept. Head • Social Serv. Dept. Head 		<p>Information Serv.</p> <ul style="list-style-type: none"> • VP Academic Affairs • VP Business & Industry • VP Budget & Finance • Senior Director Marketing & Communications • VP Operations • VP Student Services
<p>Health Technologies Div.</p> <ul style="list-style-type: none"> • Assoc. Div. Head • Cardiovascular Tech. Div. Head • Dietetic Tech. Dept. Head 			