

MILLIGAN COLLEGE CAMPUS SECURITY POLICIES AND PROCEDURES

Note: The information contained in this document is provided in accordance with the Tennessee "College and University Security Information Act" of 1989, and the Federal "Student Right to Know and Campus Security Act" of 1990.

Campus security is everyone's responsibility, and it is necessary to maintain sound and sensible precautions. It is therefore important for members of the college community to report any and all questionable incidents. Crimes which occur on campus are to be reported immediately to the Director of Campus Security whose office is located in the Physical Plant building. Persons who may assist in reporting criminal actions include members of the Campus Security force, Residence Hall Staff or the Student Development Office. Victims or witnesses of criminal activities are directed to complete an Incident Report which details the facts surrounding the crime. Report forms are available from the offices named above. In cases involving violation of local, state, or federal laws, the Elizabethton City Police are notified for appropriate follow up. The College cooperates fully with any investigations conducted by proper authorities. In the event of a crime that poses a threat to the campus community, notice is made through the college's regular announcement sheet and bulletins placed in high traffic areas of the campus.

Milligan College contracts with a professional guard service to provide after hours security. Between 8:00 am and 5:00 pm weekdays, the Director of Campus Security is on duty to assist with campus law enforcement. Between 5:00 pm and 8:00 am daily, at least one security officer is on duty. These individuals conduct inspections of campus buildings and patrol the campus throughout the night. Security personnel have authority to enforce campus traffic policies, to request identification of any person on campus and to escort unauthorized persons from campus if necessary, to detain persons in violation of the law, and to fulfill such other responsibilities as may be appropriate in the performance of their duties. Campus security officers are equipped with cellular telephones to provide direct access by the community during the hours on duty. Officers are also equipped with two-way radio communication with the local 911 operators to enlist their assistance should the need arise.

During new student orientation, crime prevention is addressed through a review of precautions necessary to provide for one's personal safety and well being. Residence hall programs also cover the topic of crime prevention as it relates to campus housing and safety procedures. The residence halls and other campus buildings have an announced closing hour during the year. Any exceptions to these times must be approved by the Physical Plant Office in advance of a scheduled event. Occupants of the residence halls are issued keys which access the main lobby door and the individual room. For additional assistance the resident must contact Campus Security to be admitted to the hall. All residents must be prepared to provide proper identification upon request of a college official.

In compliance with the federal Campus Sex Crimes Prevention Act and the Tennessee College and University Campus Sex Crimes Prevention Act of 2002, members of the campus community may obtain from the Student Development Office the most recent information received from the Tennessee Bureau of Investigation (TBI) concerning sex offenders employed, enrolled or volunteering at this institution. Information is also available on the TBI's Web site listing of sex offenders. At present, Milligan College has not been notified by the TBI of any known current employee or student who is listed on the TBI sex offender registry.

In the case of a sexual assault, the victim is advised to report the incident immediately to one of the following persons on campus, the Vice President for Student Development, Director of Security, Director of Counseling, or a Residence Hall Director. The assault should be reported by the victim to the Elizabethton Police Department for criminal investigation. The College will provide reasonable assistance to students who request such assistance in filing a report on or off campus. Medical treatment is advised at an area hospital in order to preserve evidence that may be needed in the investigation. Services may also be obtained through the Rape Crisis Center of Johnson City by calling the 24 hour Hot-line of Contact Ministries at 926-0144.

When it is determined a sexual assault has occurred, the person or persons responsible will face campus disciplinary proceedings in accordance with the College Disciplinary Guidelines and appropriate sanctions will be imposed upon a

finding of guilt. Possible sanctions include mandatory treatment and suspension or expulsion. The College will cooperate fully with law enforcement agencies in any investigation and prosecution of offenders who will be subject to all applicable legal sanctions under local, state, or federal laws. Counseling support services will be extended to the victim. Information relative to the outcome of the case will be provided to the accused and the accuser. The College will also offer assistance in making necessary changes in classes, housing, or such other arrangements as may be appropriate to enable the student to continue in school in cases of an alleged assault. Education programs on rape awareness are held in residence halls during the course of the school year.

In regard to campus security, each student has certain individual responsibilities that lend themselves to an orderly campus environment. These responsibilities include the following:

1. Students are prohibited from entering rooms, buildings, and other restricted areas of the campus after their normal closing hours.
2. No student shall fail to comply with a reasonable and lawful request or direction by members of the faculty, administrative staff members, residence hall staff, or other college employees acting in the performance of their duties.
3. No student shall intentionally provide false information to a college faculty member or staff member acting in the performance of his/her duties.
4. It is against the law for adults to wear masks in public. Therefore, students are prohibited from wearing masks on campus or otherwise concealing their identity. The only exception to this is when officially sanctioned college activities call for the participants to come in costume.
5. Guests are welcome on campus and are expected to abide by the College's security procedures.

In case of severe disruptive or threatening behavior on campus or where the security of any campus personnel or the well being of college property is potentially in danger, the Vice President for Student Development (or his official representative acting for the administration) is authorized to immediately remove a student from the campus to provide necessary campus security. Obviously, the student in such a situation will be informed of the reason for his removal which is subject to review.

The college requires that all residential students report to their Resident Assistant (RA) or Resident Director (RD) whenever they are to be away from their housing unit overnight. This report must include their destination and expected time of return. The purpose is to help assure the safety of students by having knowledge of their whereabouts. In case of a missing person or potential missing person, the college will make every effort to contact the person directly. If the college is unable to contact the person and no other individuals on campus have knowledge or communication with the person then the college will contact the parents/guardian/family of the suspected missing person within 24 hours of the college's determination that the student is deemed missing. The college will then work directly with the family and/or local authorities in efforts to locate the student.

**Campus Security Phone: 9-461-8734 (day)
9-461-8912 (night)**

Elizabethton City Police Phone: 9-911

In accordance with the Tennessee College and University Security Information Act of 1989 and the Federal Student Right to Know and Campus Security Act of 1990, Milligan College has prepared a report containing statistics on campus crimes as reported to local law enforcement agencies.

**Milligan College
Campus Crime Statistics
January 1 - December 31**

	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008
Murder or Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Offenses	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assault	0	0	0	0	0	0	0	0	1	1	0	0	1	0
Burglary	1	0	0	1	2	3	5	1	1	1	3	5	1	1
Larceny*	6	4	4	9	6	11	5	5	3	2	7	5	6	2
Motor Vehicle Theft	0	1	0	0	0	0	0	0	1	0	0	0	0	0
Alcohol Violation Arrests	0	0	0	0	0	0	0	0	0	1	0	0	0	0
Drug Violation Arrest	0	0	0	0	0	0	0	0	0	0	1	0	0	0
Weapons Violation Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hate Crimes	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0

*Larceny includes such incidents as items taken from someone's room, textbooks taken from a lobby, equipment stolen from storage building, etc.

MILLIGAN COLLEGE

POLICY STATEMENT ON DRUG-FREE CAMPUS

Note: The information contained in this document is provided in accordance with the Federal "Drug-Free Schools and Communities Act Amendments of 1989," and the Federal "Student Right to Know and Campus Security Act of 1990."

I. POLICY

It is the policy of this college that the unlawful manufacture, distribution, possession, use of alcohol and illicit drugs on the Milligan College campus work place (on or off campus), on property owned or controlled by Milligan College, or as part of any activity of Milligan College is strictly prohibited. All employees and students are subject to applicable federal, state, and local laws related to this matter.

Faculty, Staff, and Administration Policy

Milligan College affirms that members of the Milligan College community - students, faculty, administration and staff - are not to possess alcohol or illegal drugs on campus, on adjacent properties, or while attending college related activities. This policy is interpreted to mean that faculty, staff, and administration are to refrain from use of alcohol with students (religious, cross-cultural, ceremonial observances, and family situations excepted). Employees of the College are expected to refrain from illegal drugs.

Student Policy

Milligan College Students may not use or have in their possession any alcoholic beverages or illegal drugs, whether on or off campus.

II. LEGAL SANCTIONS

Various federal, state, and local statutes make it unlawful to manufacture, distribute, dispense, deliver, sell or possess with intent to manufacture, distribute, deliver, or sell controlled substances.

The penalty imposed depends upon many factors which include the type and amount of controlled substance involved, the number of prior offenses, if any, whether death or serious bodily injury resulted from the use of the controlled substance. Possible maximum penalties for a first-time violation include imprisonment for any period of time up to a term of life imprisonment; a fine of up to \$4,000,000, if an individual; supervised release; any combination of the above; or all three. These sanctions are doubled when the offense involves either:

(1) distribution or possession at or near a school or college campus, or, (2) distribution to persons under 21 years of age. Repeat offenders may be punished to a greater extent as provided by statute. Further, a civil penalty of up to \$10,000 may be assessed for simple possession of "personal use amounts" of certain specified substances under federal law. Under state law, the offense of possession or casual exchange is punishable of a Class A misdemeanor; if there is an exchange between a minor and an adult at least two years the minor's senior, and the adult knew that the person was a minor, the offense is classified a felony as provided in T.C.A. 39-17-417. (21 U.S.C. 801, et. seq.; T.C.A. 39-17-417).

It is unlawful for any person under the age of twenty-one (21) to buy, possess, transport (unless in the course of his employment) or consume alcoholic beverages, wine, or beer. Such offenses are classified as Class A misdemeanors punishable by imprisonment of not more than 30 days or a fine of not more than \$50, or both (T.C.A. 39-17-310).

III. INSTITUTIONAL/SCHOOL SANCTIONS

Milligan College will impose the appropriate sanction(s) on any employee or student who fails to comply with the terms of this policy.

A. Employees

As a condition of employment, each employee, including student employees, must abide by the terms of this policy, and must notify the Personnel Office of any criminal drug statute conviction for a violation occurring in the work place (on or off campus) no later than five days after such conviction. A conviction includes a finding of guilt, a plea of nolo contendere, or imposition of a sentence by any state or federal judicial body. Possible disciplinary sanctions for failure to comply with this policy, including failure to notify of conviction, may include one or more of the following depending on the severity of the offense: (1) termination; (2) suspension; (3) mandatory participation in, and satisfactory completion of drug/alcohol abuse program, or rehabilitation program; (4) recommendation for professional counseling; (5) referral for prosecution; (6) letter of warning; (7) probation.

B. Students

Disciplinary sanctions for failure to comply with the terms of this policy include either suspension, with required education and/or treatment, or expulsion from the College.

IV. HEALTH RISKS ASSOCIATED WITH THE USE OF ILLICIT DRUGS AND THE ABUSE OF ALCOHOL

There are many health risks associated with the use of illicit drugs and the abuse of alcohol including organic damage, impairment of brain activity, digestion, blood circulation, impairment of physiological processes and mental functioning, and physical and psychological dependence. Such use during pregnancy may cause spontaneous abortion, various birth defects or fetal alcohol syndrome. Additionally, the illicit use of drugs increases the risk of contracting hepatitis, AIDS and other infections. If used excessively, the use of alcohol or drugs singularly or in certain combinations may cause death.

V. AVAILABLE DRUG AND ALCOHOL COUNSELING, TREATMENT, REHABILITATION PROGRAMS, AND EMPLOYEE ASSISTANCE PROGRAMS

The college and local community provide a variety of educational programs and services to respond to the problems associated with alcohol and drug abuse. The Office of Student Development offers several programs through curriculum, residence hall programs and convocations, as well as the distribution of related literature. Below is a list of campus and community agencies which also provide referral, information, and/or counseling to students and/or employees:

Milligan College Counseling	461-8667
Milligan College Office of Student Development.....	461-8760
Alcoholics Anonymous.....	928-0871
Al-Anon.....	928-0871
Woodridge Hospital	928-7111
Frontier Health Office	467-3600

**FIRE SAFETY REPORT
FOR CAMPUS HOUSING
2008**

Below is a summary, by residence hall, of all fire-related incidents and activities for 2008. Please note all residence halls conduct one fire drill per semester. Each residence hall has smoke detectors in hallways and individual rooms. In addition, pull stations are located throughout the buildings. The detection systems are connected to fire panels which are monitored by a contracted security company. This security company follows protocol by contacting the appropriate authorities when detection is made.

Residence Hall	Fires	Deaths	Injuries	Property Damage
Hart	0	0	0	0
Sutton	0	0	0	0
Webb	0	0	0	0
Kegley	0	0	0	0
Quillen	0	0	0	0
Williams	0	0	0	0

In addition to the above residence halls, Milligan College operates an apartment complex of 32 apartments. Each of these apartments is equipped with smoke detectors. During 2008 there were no fire-related incidents in any of these units.