

Rust College

Annual Security & Fire Safety Report

2019-2020



Rust College
Annual Security & Fire Safety Report
2019-2020

August 17, 2020

Prepared by:
Rust College
Office of Campus Safety and Security
Director, Chief Eric Scott
McMillan Multi-Purpose Building
150 Rust Avenue
Holly Springs, MS 38635
Phone: 662-252-8000 ext. 4355
Email: escott@rustcollege.edu
Website: <https://www.rustcollege.edu/current-students/campus-security/>

TABLE OF CONTENTS

Rust College Office of Campus Safety and Security.....	1
Critical Incident Management Plan.....	2
Context of the Law.....	4
Policies and Procedures.....	4
Residence Halls.....	5
Communications for Successful Security.....	5
Testing, Exercise Preparedness Drills and Table-Top Exercises.....	6
Alcohol/Drug Policies and the Points System.....	6
Alcohol and Other Drugs (AOD) Education and Research.....	8
Violence Against Women (VAWA) Reauthorization.....	8
Sexual Misconduct Policies, Services, Resources, and Protocols	
Jurisdictional Definitions of Domestic Violence, Dating Violence, Sexual Assault and Stalking.....	10
How to be an Active Bystander.....	12
Risk Reduction.....	13
Programs to Prevent Domestic Violence, Dating Violence, Sexual Assault, and Stalking.....	14
Primary Prevention and Awareness Programs.....	16
Ongoing Prevention and Awareness Campaigns.....	16
Procedures Victims Should Follow If a Crime of Domestic Violence, Dating Violence, Sexual Assault, or Stalking Occurs.....	17
Involvement of Law Enforcement and Campus Authorities.....	17
Reporting Incidents of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.....	18
Procedures the College Will Follow When a Crime of Domestic Violence, Dating Violence, Sexual Assault, or Stalking is Reported.....	18
Facilitated Anonymous Reporting through the Pastoral and Residence Life Counselors.....	21
Definition of Crimes.....	21

Crime Statistics	22
Student Parking Regulations	22
Vehicle Registration Prerequisites	22
Faculty and Staff Parking Regulations.....	23
Vehicle Registration.....	23
General Regulations	24
Parking Area Designations.....	24
Citation Issuance, Penalties and Appeals.....	25
Appeal Process	25
The Jeanne Clery Campus Security Policy & Crime Statistics Disclosure Act and What You Need to Know If You Are a Campus Security Authority (CSA) at Rust College.....	26
FORMS	29
Rust College Campus Police Report Incident Reporting	
Rust College Campus Security Statistics for Fall 2013 through Fall 2017	35
Rust College Campus Crime Statistics for Fall 2016-2019.....	36
Campus Map	37

OFFICE OF CAMPUS SAFETY AND SECURITY

Welcome to the Rust College Campus Safety and Security (RCCSS) web site. Thank you for taking a moment to visit our site to learn more about our team. Rust College Campus Safety and Security strives to provide the highest degree of services to our students, faculty, staff and community. We are committed to keeping our campus a safe place to learn, work, and live. RCCS embraces diversity and equality. While doing so, we treat all constituents with dignity and respect.

In addition to providing emergency and non-emergency responses, Campus Safety and Security patrols all areas by foot, as well as in marked vehicles. Crime prevention information is distributed and emergency preparedness training is provided. Campus Safety is responsible for other services including:

- Immediate radio dispatch of Campus Safety officers to emergency and non-emergency situations, crime and incident reports and requests for service
- Monitoring of Campus Emergency Alarm Systems, including fire and intrusion alarms
- Monitoring of Card Access System and passive observation of Closed Circuit Television System
- Coordination of Transportation and Shuttle Services
- Maintaining a centralized Lost and Found area
- Assisting campus motorists with minor vehicular issues
- Conducting Security Assessments and suggesting safety improvements

In closing, the Rust College Office of Campus Safety and Security is dedicated to continuing to provide a safe environment for all who reside, teach and endeavor here. We sincerely hope that each of you will take an active role in preserving the safety and security of our community.

Please feel free to contact me directly by dialing 662-252-8000 ext. 4355 or via email at escott2@rustcollege.edu.

Chief Eric Scott
Director, Office of Campus Safety and Security

Critical Incident Management Plan

The **Critical Incident Management Plan** is the basic framework for critical incident preparedness and applies to all units of Rust College. This document establishes the official procedures, policies, protocol, roles and responsibilities, and responses to a wide range of incidents.

Emergency Sirens

Activation of the Emergency Siren Alert System implies that the Rust College campus community is experiencing an “immediate catastrophic event.”

Examples of these events may include hostile intruders, terrorist incident, mass violence and severe weather warnings (tornado). Such an event also implies that personal injury, loss of life and/or catastrophic property damage is imminent.

This emergency also activates the Critical Incident Management Plan. Other notification methods are:

- 00Mass campus email alerts
- Rust College Campus text and email alerts
- Campus telephone voicemail alerts – may be activated in advance of the emergency alert siren sounding. When activated, the siren will sound steadily for about three (3) minutes. Should you hear the emergency alert siren at any time, (unless you have been informed of siren testing) you should take the following action:
 - Stop what you are doing.
 - Evaluate your surroundings...this is your best method of personal protection.
 - Be prepared to take immediate self-protective action.
 - Immediately seek safe shelter or any area of refuge.
 - If you are in a residence hall room, classroom or campus office, you should close and lock the door, if possible. If the door cannot be locked, barricade the door with desks or other large items. Close window blinds or curtains. Stay away from windows.
 - **DO NOT** activate the building’s fire alarm!
 - Prepare to receive information from electronic sources such as computers, cell phones -text messages, campus telephones and other media outlets. You may also receive instructions/information in-person from College employees, Campus Safety and/or Residence Life personnel. This information will advise you of the nature of the emergency and how to proceed.
 - **DO NOT** leave your area of shelter until you have been instructed that it is safe to do so. Campus Safety and/or emergency personnel will notify you directly or by any means indicated above once the situation is under control or has passed.
 - Confinement for Safety – Card access doors will be locked once the threat is identified. A campus-wide facility confinement involves staying inside a secure/safe location and NOT evacuating unless instructed to do so by Campus Safety or Public Safety officials.

- If at any time you need Campus Safety, Holly Springs Police or Emergency Medical Services and a campus phone is available, call the Switchboard at '0', or the Vice President for Student Engagement at 662-252-8000 ext. 4355 from a cellular telephone, or call 9-1-1 for Emergency Services. Clearly inform the operator of your location and the situation, such as a medical condition or other critical issue. Try to remain as calm as possible.

This communication does not include campus emergency procedures in its entirety, but should serve as an information resource regarding what to do if the emergency alert siren sounds. Portions of the College's Emergency Procedures and Safety Information are linked to the Campus Safety web page, <https://www.rustcollege.edu/current-students/campus-security/>.

Context of the Law

In 1990 Congress passed legislation that established the right of students, their parents, and employees to know about crimes committed on campuses and about campus security policies and procedures. By having colleges and universities disseminate such information, Congress intended to increase the level of campus security awareness, thereby helping to create safer campuses.

In compliance with this law, now called the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, and in support of the aims of the legislation, Rust College herein presents the following information related to campus security and safety. It is the policy of the College to have the Vice President for Student Engagement annually provide data to the Director of Campus Safety and Security, who is responsible for compiling and distributing the final report. Thus, anyone with information about crimes or violations of College rules should report the matter to the Vice President for Student Engagement, the Director of Campus Safety and Security, or a security officer so that the data can be included in the annual statistical disclosure.

Rust College shares the concern of families, students, and the community for the well-being and safety of all members of our campus community. However, Rust knows that the basic responsibility lies in each of us to take measures to ensure our personal safety as well as that of our possessions. While Rust has experienced a history of a safe and secure environment, it must be remembered that no community is immune to crime. The community can remain safe only if members act responsibly toward themselves and others.

Policies and Procedures

Rust College provides the campus community with its own Office of Campus Safety and Security, with a point of contact available 24/7. Feel free to contact this department at 662-216-3429 or dial "0" for the Operator. Office of Campus Safety and Security staff patrol the grounds and buildings 24 hours a day year-round. All officers receive training in basic first aid, cardiopulmonary resuscitation (CPR), automated external defibrillator (AED), and fire prevention and response, as well as a host of other security officer basic duties.

An escort service is provided on request in the evening to any campus community member to or from any point on campus. The department also responds to medical situations, reports faulty lighting, and patrols residence halls.

The Dean of Housing and Judicial Affairs and the Office of Safety and Security provide residential life staff with campus safety videos, materials and booklets, and literature about alcohol, drug abuse, and date rape to keep our students well informed.

Rust security officers are not armed and do not have the power to make arrests. As a member of the Holly Springs community, the College receives City police assistance when needed. The response time for City police on College calls averages approximately three minutes. The Office of Safety and Security, along with the Holly Springs Police Department, responds to and investigates on-campus incidents. The Holly Springs Police Department and other City emergency services can be reached by dialing 911.

Residence Halls

The Office of Safety and Security officers routinely patrol all residence halls from dusk to dawn. All outside doors are controlled by electronic card access 24 hours per day, 7 days a week. Each student has a programmed access card and a separate room key. A resident director and resident assistant(s) staff each hall.

Protective features include security screens, window alarms on all outside fire escapes, and smoke and heat detectors in the rooms. The fire alarm systems are coordinated at the reception and information desk of each building or residential hall where a computer shows the alarm location. Once an officer confirms a fire, the City of Holly Springs Fire Department can respond in approximately three minutes. Fire drills are conducted a minimum of two times per year during sleeping hours by the residence hall staff.

Communications for Successful Security

The Holly Springs Police Department has historically shared information with Rust regarding any serious or dangerous incident that occurs near the campus. Once informed of a potential problem, word can be passed via electronic mail, bulletin boards, public address systems, mail box notes, or residence hall meetings.

The Rust College campus is also equipped with emergency telephones in the parking lots, outside all residence halls, and at major walkways. Once the activation button is pressed, the caller is connected directly to the College communications operator.

It is necessary for all members of the community to assume responsibility for themselves and their belongings. This can be accomplished in a number of ways:

- Report all suspicious persons to the Office of Campus Safety and Security
- **DO NOT** leave ground-floor windows open or unlocked when you are not in your room or office.
- Lock your car.
- Use the escort service.
- Lock your door at night or when you are out of your room or office.
- Keep your keys with you.
- Be aware of the dangers posed by alcohol and drug use. Violent crimes and sex crimes occur more often when people are under the influence of drugs or alcohol. The College complies with the Drug-Free Schools and Communities Act (DFSCA).

Reporting all incidents that involve violence, theft, or other crimes to the Office of Campus Safety and Security is extremely important; it effectively reduces the likelihood of crime on campus. By reducing opportunities for crime to occur, we can all work together to maintain a safe and secure environment.

Educational programs on sexual assault prevention and crime prevention are offered by the Office of Student Engagement and Office of Campus Safety and Security. Programs include a required session for new students during orientation, mandatory hall meetings at the beginning of the academic year, a number of campus-wide and hall-based programs presented throughout the year, and a self-defense class taught for academic credit quarterly.

TESTING, EXERCISE PREPAREDNESS DRILLS, AND TABLE-TOP EXERCISES

In accordance with the institution's Emergency Operations Plan (EOP), Rust College will use its emergency procedures and plans for testing emergency notification, response, and evacuation. A 'Test' is defined as regularly scheduled drills, exercises, and appropriate follow-through activities, designed for assessment and evaluation of emergency plans and capabilities.

Rust College Office of Campus Safety and Security will perform periodic table-top exercises (at least one per year) in order to practice the implementation of the campus emergency operations plan, supplement emergency policies and procedures and to assess and evaluate emergency plan capabilities.

Additionally, divisional and department level exercises are regularly initiated to train staff personnel on emergency operations. During security exercises, the campus evacuation plan is either reviewed or practiced as part of the training session. The Director of Campus Safety and Security, in coordination with the Office of Student Engagement, is responsible for scheduling and conducting these table-top exercises. As a minimum, one security tabletop exercise per academic year will occur with the entire security group. Also, local emergency responders from the Holly Springs Fire and Police Departments, Alliance Healthcare System Emergency Department, and Marshall County Emergency Management Agency (EMA) will be invited to participate along with college officials during one tabletop each year. Exercises may be announced or unannounced.

After-Action Reports of Tests /Exercises: After-action reviews will be conducted following each test and/or exercise that documents the test/exercise, provides a description for each test/exercise, the date, time, whether the test was announced or unannounced, and an assessment of the lessons learned from the exercise.

ALCOHOL/DRUG POLICIES AND THE POINTS SYSTEM

In accordance with the federal Drug-Free Workplace Act of 1988, the federal Drug-Free Schools and Communities Act (DFSCA) of 1989, and State policies on Alcohol and Other Drugs, Rust College prohibits the unlawful or unauthorized possession, use, sale, manufacture, distribution, or dispensation of alcohol and other drugs by employees and students in the workplace, on College property, or as part of any campus activity. Employee or student violators are subject to disciplinary action, up to and including termination of employment and expulsion.

The College's Office of Campus Safety and Security reports violations of law to the appropriate college department and works in collaboration with the state and local police, who are responsible for enforcing the laws of the State of Mississippi, including laws relative to the possession, use, and sale of alcoholic beverages. This includes the enforcement of State underage drinking laws and Federal and State drug laws. Student violations of the policies and guidelines pertaining to alcohol and drugs specified in the Rust College Student Handbook will result in sanctions appropriate to the degree of the violation. Sanctions may increase in severity for repeated violations. Student sanctions will include, but are not limited to, points, fines, education, referrals for counseling, community service, probations, residence hall separation, or suspension or expulsion from the college.

State law states, that a person who is under 21 years of age and who attempts to purchase, purchases, consumes, possesses, or who knowingly and intentionally transports any alcohol, liquor, or malt beverages commits a summary offense. Misrepresentation of age to a licensed dealer or other persons who sell or furnish intoxicating liquors constitutes a summary offense for a first violation and a misdemeanor of the third degree for any subsequent violation. A person also commits a third degree misdemeanor for selling or providing alcoholic beverages to a known minor.

There are also serious legal repercussions for driving under the influence of alcohol. Drivers under the age of 21 with a Blood Alcohol Concentration (BAC) of .02 or higher will be charged with Driving Under the Influence. Drivers 21 and over with a BAC of .08 or higher will be charged with Driving Under the Influence. Locally, there are Mississippi Open Container and Noise Ordinances.

The use of narcotics and controlled substances without a prescription on College premises, as elsewhere, is illegal. Illegal possession, use, and/or sale of drugs or narcotics by students, employees, or guests, constitute unacceptable and illegal conduct. The College's Office of Campus Safety and Security reports violations of law to the appropriate college department and works in collaboration with state and federal law enforcement and local police, who are responsible for enforcing the laws of the State Of Mississippi, including laws relative to the possession, use, and sale of narcotics and controlled substances. When students are receiving Federal Title IV financial aid (including Federal Pell Grants and Federal Direct Student Loans), it is their responsibility to inform the Financial Aid Office within five days of any criminal illegal drug statute conviction.

Students also agree to abide by the conditions of the drug-free workplace Security Certifications.

The Code of Student Conduct also specifies the prohibitions and penalties for violations of these prohibitions and is part of the Rust College Student Handbook, which is published under a separate cover and is available through the Office of Student Engagement.

The Handbook can also be found online at: <http://www.rustcollege.edu/studenthandbook/> Drug Free Schools and Communities Act (DFSCA) Compliance:

Rust College's Drug and Alcohol Abuse Prevention Program (DAAPP) is distributed to all employees and all students at the beginning of both the fall and spring academic semesters. A copy of the most current DAAPP can also be reviewed and obtained by contacting the Title III Coordinator and Offices of Human Resources or Office of Student Engagement:

- Contact the Title III Coordinator by dialing 662 252 8000 ext. 4010, or in person at the President's Office located on the 1st floor of the McCoy Administration Building.
- Contact the Office of Student Engagement by dialing 662-252-8000 ext. 4075, or in person on the 2nd floor of the McCoy Administration Building.

Information related to alcohol and other drug use can be found online at: <http://www.rustcollege.edu/studenthandbook/> Additional alcohol and drug policies, standards of conduct, applicable disciplinary sanctions, health risks, counseling and treatment, processes, goals, and objectives can be found on this website and within the DAAPP. The biennial report, developed in accordance with the Drug Free Schools and Communities Act (DFSCA) of 1989, can

be also be obtained by contacting the Title III Coordinator and Offices of Human Resources or Office of Student Engagement, as outlined above.

ALCOHOL AND OTHER DRUGS (AOD) EDUCATION AND OUTREACH

- The College requires all incoming First Year students to complete Alcohol-Wise, an online educational tutorial.
- The College provides substance-free housing. Upper-class students can elect to live in a building devoted to substance free, healthy living. First Year students can elect to live with a roommate who also subscribes to a substance-free lifestyle.
- Through non-alcoholic programming, student organizations and student government promote healthy norms.
- Issues of alcohol use in order to promote a healthy self and environment.
- The College uses a points system when working with students who violate the College's alcohol policies, and all First Year students participate in a session at orientation introducing the College's alcohol policy and point system.
- The points system is designed to facilitate good decision making on the part of students surrounding issues of alcohol use. The points system places a higher point value on less healthy decisions, e.g., driving under the influence, and less risky behaviors tend to result.
- Educational sanctions and Point Forgiveness Opportunities for violations of College policy can be completed with a Drug and Alcohol Counselor with approval from College Life.

VIOLENCE AGAINST WOMEN (VAWA) REAUTHORIZATION

SEXUAL MISCONDUCT POLICIES, SERVICES, RESOURCES, AND PROTOCOLS

Rust College prohibits the crimes of domestic violence, dating violence, sexual assault, and stalking (as defined by the Clery Act) and reaffirms its commitment to maintaining a campus environment that emphasizes the dignity and worth of all members of the college community. Toward that end, Rust College issues this statement of policy to inform the campus community of our programs to address domestic violence, dating violence, sexual assault and stalking as well as the procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking, which will be followed regardless of whether the incident occurs on or off campus when it is reported to a College official.

Federal Clery Act Definitions of Domestic Violence, Dating Violence, Sexual Assault, and Stalking

The Clery Act defines the crimes of domestic violence, dating violence, sexual assault and stalking as follows:

- Domestic Violence:
 - i. A Felony or misdemeanor crime of violence committed—

- A) By a current or former spouse or intimate partner of the victim;
 - B) By a person with whom the victim shares a child in common;
 - C) By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
 - D) By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
 - E) By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
- ii. II. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.
- Definition of a Crime of Violence: According to Section 16 of Title 18 of the United States Code, the term "crime of violence" means:
 - i. An offense that has an element of the use, attempted use, or threatened use of physical force against the person or property of another; or,
 - ii. Any other offense that is a felony and that, by its nature, involves a substantial risk that physical force against the person or property of another may be used in the course of committing the offense.
 - Domestic Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.
 - i. The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
 - ii. For the purposes of this definition—
 - A) Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
 - B) Dating Violence does not include acts covered under the definition of Domestic Violence
 - iii. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.
 - Sexual Assault: An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User's Manual from the FBI UCR Program, a sex offense is "any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent."

- Rape is defined as the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
 - Fondling is defined as the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
 - Incest is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
 - Statutory Rape is defined as sexual intercourse with a person who is under the statutory age of consent.
- Stalking:
 - i. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—
 - A) Fear for the person's safety or the safety of others; or,
 - B) Suffer substantial emotional distress.
 - ii. For the purposes of this definition—
 - A) *Course of Conduct* means two or more acts, including, but not limited to, acts 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.
 - B) *Reasonable Person* means a reasonable person under similar circumstances and with similar identities to the victim.
 - C) *Substantial Emotional Distress* means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
 - iii. For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Jurisdictional Definitions of Domestic Violence, Dating Violence, Sexual Assault, and Stalking

- Sexual Assault: The state of Mississippi defines Sexual Assault as follows:
 - Rape — Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. Statutory offenses (no force used —victim under age of consent) are excluded.
 - Sex offenses (except rape, prostitution, and commercialized vice) —Statutory rape, offenses against chastity, common decency, morals, and the like. Attempts are included.
- Domestic Violence/Abuse: Mississippi law (MS §97-3-7) defines domestic abuse as knowingly, intentionally or recklessly causing bodily injury of any kind, causing fear of bodily injury of any kind, assault (sexual or not sexual), rape, sexually abusing minor children, or knowingly engaging in a repetitive conduct toward a person that puts them in fear of bodily injury. These acts can take place between family or household members, sexual partners or those who

share biological parenthood in order to qualify as domestic abuse.

- Dating Violence: The State of Mississippi does not have a definition of dating violence.
- Stalking: Mississippi law (MS § 97-3-107) defines Stalking when a person either:
 - i. Engages in a course of conduct or repeatedly commits acts toward another person, including following the person without proper authority, under circumstances which demonstrate either an intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person; or
 - ii. Engages in a course of conduct or repeatedly communicates to another person under circumstances which demonstrate or communicate either intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person.
- Consent: The state of Mississippi defines Ineffective Consent as (MS § 97-5-23 (c)):
 - i. Ineffective consent — Unless otherwise provided by this title or by the law defining the the offense, assent does not constitute consent if:
 - A) it is given by a person who is legally incapacitated to authorize the conduct charged to constitute the offense;
 - B) it is given by a person who by reason of youth, mental disease or defect or intoxication is manifestly unable or known by the actor to be unable to make a reasonable judgment as to the nature or harmfulness of the conduct charged to constitute the offense;
 - C) it is given by a person whose improvident consent is sought to be prevented by the law defining the offense; or
 - D) it is induced by force, duress or deception of a kind sought to be prevented by the law defining the offense.
 - iii. The state additionally provides descriptors commonly associated with consent as part of its full definition when describing the offense of rape (MS § 97-3-65).
 - A) Rape Offense defined — A person commits a felony of the first degree when the person engages in sexual intercourse with a complainant:
 1. by forcible compulsion;
 2. by threat of forcible compulsion that would prevent resistance by a person of reasonable resolution;
 3. who is unconscious or where the person knows that the complainant is unaware that the sexual intercourse is occurring;
 4. where the person has substantially impaired the complainant's power to appraise or control his or her conduct by administering or employing, without the knowledge of the complainant, drugs, intoxicants or other means for the purpose of preventing resistance;
 5. who suffers from a mental disability which renders the complainant

incapable of consent.

- B. Further, under Clery and UCR (Uniform Crime Reporting) definitions, the Mississippi Crimes Code sections relating to sexual assault (MS § 97-3-65), involuntary deviate sexual intercourse (MS § 97-3-95) and aggravated indecent assault (MS 97-5-23) are considered rape for the purposes of Clery and MS UCR reporting.
- Other Sex Offenses (except rape, prostitution, and commercialized vice) — statutory rape, offenses against chastity, indecent exposure, open lewdness, fondling, common decency, morals, and the like. Attempts are included. Rust College's Definition of Consent as it relates to sexual activity is as follows:

Consent: Consent to engage in sexual activity must exist from beginning to end of each instance of sexual activity. Consent is demonstrated through mutually understandable words and/or actions that clearly indicate a willingness to engage in, and continue to engage in, a specific sexual activity.

Consent must be informed and voluntary. To give consent, a person must be awake, of legal age, and have the capacity to reasonably understand the nature of their actions. Individuals who are physically or mentally incapacitated cannot give consent. Some indicators that an individual is incapacitated due to intoxication may include, but are not limited to, vomiting, unresponsiveness, inability to communicate coherently, inability to dress/undress without assistance, inability to walk without assistance, slurred speech, loss of coordination, or inability to perform other physical or cognitive tasks without assistance. Silence, without actions evidencing permission, does not demonstrate consent. Where force or coercion is alleged, the absence of resistance does not demonstrate consent. The responsibility of obtaining consent rests with the person initiating sexual activity.

Consent to engage in sexual activity may be withdrawn by either person at any time. A previous or current dating or sexual relationship, by itself, is not sufficient to constitute consent. Once withdrawal of consent has been expressed, the sexual activity must cease. Consent is automatically withdrawn by a person who is no longer capable of giving consent (due to falling asleep or passing out into a state of unconsciousness, for example). This definition of consent is used in the decision making process for the administrative adjudication of violations.

How to Be an Active Bystander:

Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.

Bystanders play a critical role in the prevention of sexual and relationship violence. They are “individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it.” Rust College promotes a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. Below is a list of some ways to be an active bystander. Further information regarding bystander intervention may be found. If you or someone else is in immediate danger, call Holly Springs Police Department at 662-252-2122 or by dialing 9-1-1. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

- Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.
- Be direct, delegate responsibility, or cause a distraction when you see a person secludes, hits on, tries to make out with, or has sex with people who are incapacitated.
- Intervene when someone discusses plans to take sexual advantage of another person.
- Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
- Refer people to on- or off-campus resources listed in this document for support in health, counseling, or with legal assistance.

Risk Reduction:

With no intent to victim blame and recognizing that only abusers are responsible for their abuse, the following are some strategies to reduce one’s risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, www.rainn.org).

- Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
- Try to avoid isolated areas. It is more difficult to get help if no one is around.
- Walk with purpose. Even if you don’t know where you are going, act like you do.
- Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn’t the best place to be.
- Try not to load yourself down with packages or bags as this can make you appear more vulnerable.
- Make sure your cell phone is with you and charged and that you have cab money and/or an on-demand driver app loaded.
- Don’t allow yourself to be isolated with someone you don’t trust or someone you don’t know.
- Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
- When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
- Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
- Don’t leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you’ve left your drink alone, just get a new one.

- Don't accept drinks from people you don't know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from the punch bowls or other large, common open containers.
- Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately.
- If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
- If you need to get out of an uncomfortable or scary situation, here are some things that you can try:
 - Remember that being in this situation is not your fault. You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.
 - Be true to yourself. Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.
 - Have a code word with your friends or family so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
 - Lie. If you don't want to hurt the person's feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.
- Try to think of an escape route. How would you try to get out of the room? Where are the doors?
- Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
- If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

Programs to Prevent Domestic Violence, Dating Violence, Sexual Assault, and Stalking:

The College engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking that:

- A. Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and
- B. Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

Rust College's educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students that:

- Clearly communicate that the institution prohibits the crimes of domestic violence, dating violence, sexual assault, and stalking (as defined by the Clery Act);
- Provide the definitions of domestic violence, dating violence, sexual assault, and stalking according to any applicable jurisdictional definitions of these terms;
- Define consent and describe what behaviors and actions constitute consent, in reference to sexual activity as defined by the student and employee codes of conduct;
- Provide a description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene;
- Provide information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence;
- Provide an overview of information contained in the Annual Security and Fire Safety Report in compliance with the Clery Act;
- Provide information regarding:
 - a. Procedures victims should follow if a crime of domestic violence, dating violence, sexual assault, or stalking occurs (as described in "Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking Occurs" elsewhere in this Annual Report);
 - b. How the institution will protect the confidentiality of victims and other necessary parties (as described in "Assistance for Victims: Rights and Options" elsewhere in this Annual Report);
 - c. Existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both in the institution and in the community (as described in "Assistance for Victims: Rights and Options" elsewhere in this Annual Report); and,
 - d. Options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures (as described in "Assistance for Victims: Rights and Options" elsewhere in this Annual Report;"
 - e. Procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking (as described in "Adjudication of Violations" elsewhere in this Annual Report).

Primary Prevention and Awareness Programs:

The College provides primary prevention and awareness programs to all incoming students and employees that involves the distribution of educational materials to new students, participating in and presenting information and materials during new student and employee orientations, providing programs by invitation at staff meetings or academic programs, and requiring incoming first-year students and returning upper-class students to take online courses related to sexual assault and high risk drinking awareness and education. These trainings include:

- Clearly articulated statements that the College prohibits the crimes of domestic violence, dating violence, sexual assault and stalking.
- The Federal and State definitions of domestic violence, dating violence, sexual assault and stalking.
- The college and state definitions of consent.
- A description of safe and positive options for bystander intervention.
- Information on specific risk reduction strategies.

Ongoing Prevention and Awareness Campaigns:

The College provides an annual educational campaign for all students and employees designed to provide ongoing education and programming around issues of sexual violence – including sexual assault, domestic violence, dating violence, and stalking. Campaign strategies employed include face-to-face presentations, online training programs, printed materials, self-defense programming, and related lectures. The college additionally provides educational/ informational sessions for contractors and conference services staff on the Clery Act-specific policies and crime reporting practices, along with information related to the Department of Education's Office of Civil Rights Title III Guidance.

The following are some specific examples of annual programs currently offered by the college. This list is not all inclusive:

- **Orientation Programming:** Incoming first year students participate in a series of information sessions about the Clery Act and Title III information, in addition to learning about the Sexual Misconduct Policy, bystander intervention, and resources. New faculty and employees receive Clery Act and Title III information during their orientation programs.
- **Extended Orientation Programming:** Incoming first year students choose between a workshop on self-defense, bystander intervention training, or consent education session. These 2-hour trainings are designed to give students an interactive educational experience geared at giving them the personal tools to reduce and prevent violence.
- **Holly Springs Police Department Liaison Programming:** Holly Springs Police Department officers are liaison activities with students for the purpose of concentrated crime prevention and security awareness programming. In addition to general crime prevention programming, Holly Springs Police Department officers provide sexual assault, domestic violence, dating violence, and stalking awareness programs for these students.

- Peer Education Monologues/Orientation Performances: Performance focuses on alcohol and other drugs, in addition to educating on sexual violence and bystander intervention.
- Healthy Relationships Discussion Groups functions on a series of discussions about relationships: with others (intimate partnerships, dating) and with the self (knowing boundaries, finding one's voice to set boundaries, discerning what is appropriate for the individual, etc.).

Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault, or Stalking Occurs

After an incident of sexual assault, dating violence, or domestic violence, the victim should consider seeking medical attention as soon as possible at the Alliance Healthcare System Emergency Department. Sexual Assault Nurse Examiners (SANE) at the hospital are trained and Security certified in physical evidentiary recovery kit collection. Evidence may be collected, even if the victim chooses not to make a report to law enforcement.

Marshall County, Mississippi, which includes Holly Springs and surrounding areas, has established an anonymous reporting protocol for victims of sexual assault. The purpose of this protocol allows HSPD to develop an alternative to standard reporting procedures for sexual assault victims. If a sexual assault victim does not currently wish to involve police, there is still an option to have the forensic evidence collected in a timely manner. As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. By providing victims with the opportunity to gather information, solidify their support system, and establish rapport with first responders, the county hopes to create an environment that encourages reporting, even for those victims who initially feel unable, unwilling, or unsure about doing so. Victims may report a sexual assault anonymously at the Alliance Healthcare System Emergency Department and have forensics evidence collected during the exam. The Marshall County District Attorney's Office manages the anonymous reporting protocol.

It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours, so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred/or is occurring, or may be helpful in obtaining a protection order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted infections. Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs, or other copies of documents, if they have any, that would be useful to College adjudicators/investigators or local police.

Involvement of Law Enforcement and Campus Authorities:

Although the College strongly encourages all members of its community to report violations of this policy to Public Safety and the Holly Springs, it is the victim's choice whether or not to make such a report. Furthermore, victims have the right to decline to notify law enforcement.

However, the Department of Public Safety will assist any victim with notifying law enforcement if the victim so desires. The Holly Springs Police Department may also be reached directly by calling

662-252-2122 during normal business hours, or 911 during off hours or in emergency situations. Additional information about the Holly Springs department may be found online at: www.rustcollege.edu/campus-security.

NOTE: In the State Of Mississippi, employees of institutions of higher learning who suspect incidents of child abuse (including incidents of suspected child sex abuse) must report such incidents to the Department of Public Welfare's Child Line (877-882-4916), the police having jurisdiction, and then to their supervisor.

Mississippi recognizes matriculated students under the age of 18 as "children" for purposes of this law and, as such, the college is mandated to report a criminal complaint of abuse or sexual abuse involving any student victim under the age of 18 immediately to ChildLine and the police having jurisdiction. Law Enforcement authorities may notify the victim's parents or guardians as stipulated by law. The obligation to report applies when the subject of suspected abuse is under the age of 18, regardless of whether the person is an employee, matriculated student, participant in youth camp or overnight guest."

Reporting Incidents of Domestic Violence, Dating Violence, Sexual Assault, and Stalking:

If you have been the victim of domestic violence, dating violence, sexual assault, or stalking, you should report the incident promptly to the Title III Director (office: Presidents, phone: 662-252-8000 ext. 4010 by calling, writing or coming into the office to report in person. Reports of all domestic violence, dating violence, sexual assault, and stalking made to Public Safety will automatically be referred to the Title III Director for review. The Title III Director is not a confidential reporting entity and is required to report criminal incidents to Public Safety.

Procedures the College Will Follow When a Crime of Domestic Violence, Dating Violence, Sexual Assault, or Stalking is Reported:

The College has procedures in place that serve to be sensitive to victims who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges; as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, and other services on- and/or off-campus; as well as additional remedies to prevent contact between a complainant and an accused party, such as housing, academic, transportation and working accommodations, if reasonably available. The college will make such accommodations, if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to local law enforcement. Students and employees should contact the Title III Director by calling, writing, or coming into the office to report in person. The Title IX Director will collaborate and coordinate with the Director of the Office of Student Engagement for student cases and the Title III Director for employees.

If a report of domestic violence, dating violence, sexual assault, or stalking is reported to the College, below are the procedures that the College will follow.

Incident Being Reported	Procedures Institution Will Follow
Sexual Assault	<p>Depending on when reported (immediate vs delayed report), institution will provide victim with access to medical care.</p> <p>Institution will assess immediate safety needs of victim.</p> <p>Institution will assist victim with contacting local police if complainant requests AND provide the victim with contact information for local police department.</p> <p>Institution will provide victim with referrals to on- and off-campus mental health providers.</p> <p>Institution will assess need to implement interim or long-term protective measures, if appropriate.</p> <p>Institution will provide the victim with a written explanation of the victim's rights and options.</p> <p>Institution will provide a "No trespass" (PNG) or "No Contact" directive to accused party if deemed appropriate.</p> <p>Institution will provide written instructions on how to apply for Protective Order.</p> <p>Institution will provide a copy of the policy applicable to sexual assault to the victim and inform the victim regarding timeframes for inquiry, investigation, and resolution.</p> <p>Institution will inform the victim of the outcome of the investigation, whether or not the accused will be administratively charged, and what the outcome of the hearing is.</p>

Incident Being Reported	Procedures Institution Will Follow
Stalking	<p>Institution will assess immediate safety needs of victim.</p> <p>Institution will assist victim with contacting local police if complainant requests AND provide the victim with contact information for local police department.</p> <p>Institution will provide written instructions on how to apply for Protective Order.</p> <p>Institution will provide written information to victim on how to preserve evidence.</p> <p>Institution will assess need to implement interim or long-term protective measures to protect the victim, if appropriate.</p> <p>Institution will provide the victim with a written explanation of the victim's rights and options.</p> <p>Institution will provide a "No trespass" (PNG) or "No Contact" directive to accused party if deemed appropriate</p>
Dating Violence	<p>Institution will assess immediate safety needs of victim.</p> <p>Institution will assist victim with contacting local police if victim requests AND provide the victim with contact information for local police department.</p> <p>Institution will provide written instructions on how to apply for Protective Order.</p> <p>Institution will provide written information to victim on how to preserve evidence.</p> <p>Institution will assess need to implement interim or long-term protective measures to protect the victim, if appropriate.</p> <p>Institution will provide the victim with a written explanation of the victim's rights and options.</p> <p>Institution will provide a "No trespass" (PNG) or "No Contact" directive to accused party if deemed appropriate.</p>

<p>Domestic Violence</p>	<p>Institution will assess immediate safety needs of victim.</p> <p>Institution will assist victim with contacting local police if victim requests AND provide the victim with contact information for local police department.</p> <p>Institution will provide written instructions on how to apply for Protective Order.</p> <p>Institution will provide written information to victim on how to preserve evidence.</p> <p>Institution will assess need to implement interim or long-term protective measures to protect the victim, if appropriate.</p> <p>Institution will provide the victim with a written explanation of the victim's rights and options.</p> <p>Institution will provide a "No trespass" (PNG) or "No Contact" directive to accused party if deemed appropriate.</p>
---------------------------------	--

Facilitated Anonymous Reporting through the Counseling Center/Pastoral Counselors:

Professional Counselors assigned to the Counseling Center and practicing pastoral counselors are confidential resources and do not report incidents. In their capacity and function, they do not make identifiable reports of incidents to the official on-campus resources unless the student specifically requests them to do so; however, the College encourages counselors to inform students that they can report incidents of crime to Holly Springs Police Department, which can be done directly or anonymously. Students may request the Counseling Center to facilitate anonymous reporting using an internal form designed to capture general details about the incident (date, time, location, and brief description of the incident type) for inclusion in the College's Annual Security and Fire Safety Report. The College does not provide confidential or anonymous reporting outside of this entity. The amount of detail provided may enable the College to initiate an investigation into the circumstances surrounding the report. Such an investigation may jeopardize the anonymity of the reporting person or complainant.

Definitions of Crimes

Under the Federal Crime Awareness and Campus Security Act of 1990, the following is a list of crimes that must be reported by all colleges and universities. Incidents that are reported by a college under the campus act have actually occurred on that campus.

- a. Murder and Non-Negligent Manslaughter are defined as the willful (non-negligent) killing of one human being by another.
- b. Negligent Manslaughter is defined as the killing of another person through gross negligence.
- c. Rape is defined as sexual intercourse against the will of another person by using force, the threat of force, intimidation, or victim incapacitation.
- d. Other sexual offenses – forcible and non-forcible. Other sexual offenses are defined as sexual crimes other than rape.

- e. Robbery is defined as a larceny from a person in his/her presence by violence or intimidation.
- f. Aggravated assault occurs when a victim is attacked by physical means.
- g. Burglary is defined as the breaking and entering of a dwelling or a place of business with intent to commit a crime.
- h. Motor vehicle theft is defined as the theft or attempted theft of a motor vehicle.
- i. Hate crimes are defined by the Department of Education for reporting purposes as any crime that manifests evidence that the victim was intentionally selected because of the victim's actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability.
- j. Arson is defined as any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Arrests

- k. Liquor law violations are defined as violations of laws prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages.
- l. The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.
- m. Weapons possession violations are defined as violations of laws that prohibit the manufacture, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

Crime Statistics

In accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, the College publishes statistics on the following criminal offenses, which occurred on or near campus. These offenses are maintained according to the definitions used in the FBI's Uniform Crime Reporting System.

Student Parking Regulations

Each student who brings a motor vehicle to the Rust College campus must register it with the Office of Campus Safety at the beginning of the fall term. If a motor vehicle is replaced or a new license plate or registration is obtained, Campus Safety must be notified within three business days of the change. The term motor vehicle includes motorcycles and scooters. Scooters must also be registered with the City of Holly Springs, Mississippi, per local ordinance, if operated on city streets at any time.

Vehicle Registration Prerequisites

1. A copy of the State Vehicle Registration, driver's license, and completed Campus Safety - Vehicle Registration Form must be provided to the Office of Campus Safety and Security at the time the parking decal is issued. The vehicle must be registered and meet the legal requirements for operation in the State of Mississippi and be owned by the applicant or an

immediate family member.

2. Vehicle registration is accomplished by coming to the Office of Vice President for College Relations in the Administration Building. The registration fee is automatically added to the student account on campus. The assigned parking decal is issued by the Office of Vice President for College Relations when you arrive in the fall.
3. Students who possess a vehicle and/or park on campus at any time must pay an annual parking fee as part of the vehicle registration process.
4. No fee will be charged to amend vehicle registration.
5. All registered vehicles parked on campus must display the current Rust College parking decal on the exterior of the upper left side (driver's side) of the front window.
6. Special and handicap parking permits may be issued, as needed, with proper documentation issued by a medical professional. This must be presented at the time of request of accommodation.
7. All outstanding Campus Safety parking violation charges must be paid in full.

**Notice: Vehicle registration does not guarantee a campus parking space.*

**** Rust College does not accept any responsibility or liability for loss or damage to any vehicle or its contents at any time. Please lock parked vehicles and place valuables out of view or remove them from the vehicle.***

Faculty and Staff Parking Regulations

Rust College faculty and staff members must register motor vehicles that will be parked on College grounds or properties at any time with the Vice President for College Relations Office at the beginning of employment. This includes motorcycles, motor bikes, and scooters. If a motor vehicle is replaced, or a new registration/license plate number is obtained at a later time, the employee should notify Campus Safety and Security within three business days of the change. A request to drop or add a vehicle may also be accomplished by following the path noted in the Vehicle Registration section below.

**** A valid Rust College parking decal must be properly displayed at all times while on campus.***

Vehicle Registration

College employees may register a vehicle and request a parking decal for no more than two primary vehicles in the Vice President for College Relations Office. You can complete a written vehicle registration request form found in the Vice President for College Relations Office. The cost of the decal for the first primary vehicle is \$10 and for the secondary vehicle is \$1.00. Reserved parking spaces are \$50 and if an employee has a Rust College Vanity plates the reserve parking space is \$40.

General Regulations

1. Parking regulations and space designations are in effect 24 hours a day, 7 days a week, 12 months a year. Periodic exception or restriction notices may be posted or disseminated by campus communications.
2. The College reserves the right to change or otherwise restrict parking designations as conditions may warrant.
3. Vehicles may not be parked in any area not specifically designated as a parking area or space.
4. Lack of convenient parking or absence of a space in any particular area on campus does not excuse a violation of the College parking regulations.
5. Curbside parking along 150 Rust Ave from Randolph Street to Rust Avenue, or around any of the outlined gated areas, is **not permitted** as this is a **fire lane**.
6. Use of designated handicap/handicap accessible parking spaces without proper documentation of medical restriction, limitation, and/or display of Division of Motor Vehicle issued placard or campus issued handicap placard is prohibited.
7. Cars or trucks may not be driven or parked on sidewalks.
8. The driver of a vehicle shall be liable for any property damage resulting from negligence.
9. Guests of faculty/staff members should register their vehicle at the Reception & Information Desk in Davage-Smith Hall and Gross Hall lobby. This facilitates the notification of the operator in case of an emergency. A temporary permit placard will be issued.
10. All city and state traffic laws, including posted speed limits, must be obeyed while on campus.

Parking Area Designations

1. Student parking is restricted to:
 - a. E.L. Rust Hall, Emma Elzy Hall, Davage-Smith Hall, Gross Hall and Brown Mass Communication Building. Any spaces without reserved employee placard.
 - b. Rust Ave, Rec Center parking lot
 - c. Multiple parking spaces between the Hamilton Science and McCarthy-Varnell Buildings are for Day and Prime Time students.
 - d. Curbside parking along 150 Rust Ave, near the McCoy administration building is **not permitted** as this is a **fire lane**.
2. Campus Safety Officers will provide escorts to and from all parking lots, and from any location or facility on campus, to a parking lot, residence hall or academic building during hours of darkness or as requested. Contact Campus Security for this free service (662)216-3429.
3. Students may park in the faculty and staff parking lots noted below from 6 p.m. to 7 a.m. Monday through Thursday, and from Friday at 6 p.m. to Monday morning at 7 a.m. areas reserved for faculty and staff is as follows:
 - a. **Important Points:** The parking spaces along 150 Rust Ave from Emma Elzy Hall, E.L. Rust Hall, to Davage-Smith Hall and Gross Hall are **for students, visitors and guests of the College only**, 24 hours a day, 7 days a week, 12 months a year. *Exceptions may apply during special events, severe weather conditions, student move in/out, or if pre approval is requested and granted by the Director of Campus Safety or designee.

- b. An interactive map of the Rust College campus may be viewed here:
<https://maps.google.com/maps?ll=34.77646,89.4476&z=19&t=h&hl=en&gl=US&mapclient=embed&cid=16441580747535099449>
- c. Campus Safety and Security offers safety escorts as requested, to and from all Rust College parking lots and campus buildings during hours of darkness, or if special circumstances exist and assistance is needed at any time.

Citation Issuance, Penalties and Appeals

4. Parking citations are issued by Campus Safety and Security Officers for the following infractions:
 - a. Failure to display a valid Rust College parking permit/decal.
 - b. Parking in a handicap parking space without displaying proper handicap placard or state issued handicap license plate.
 - c. Parking in a fire lane.
 - d. Parking in a visitor space.
5. Other infractions such as:
 - a. Parking in a loading zone.
 - b. Parking in an undesignated space.
 - c. Parking in the grass (other than designated locations).
 - d. Blocking a driveway/roadway.
 - e. Expired temporary parking placard.
6. All citations are \$50. Payments are accepted at the Cashier's window in the Business Office during normal hours of operation.
7. Failure to pay a citation fee within thirty (30) days of the date of issuance will result in a one-time payroll deduction from the employee's paycheck.
8. Anyone wishing to appeal a parking citation must obtain an appeal form from the Office of Student Engagement Services (OSES). All appeals must be completed and returned to OSES within 72 hours, or three (3) business days of the date and time the citation was issued. Appeals received after this time period will not be considered and citation fees are expected to be paid.

Appeal Process

1. Any vehicle that receives three citations within a 30 day period may have a boot device attached when a fourth citation is issued.
2. A fee of \$100 may be assessed to have a boot device removed from any vehicle, plus cumulative citation fees.

**** The Appeal Process instructions, information, and Appeal Forms are available at OSES.***

Rust College does not accept any responsibility or liability for loss or damage to any vehicle or its contents at any time. Please lock parked vehicles and place valuables out of view or remove them from vehicle.

The Jeanne Clery Campus Security Policy & Crime Statistics Disclosure Act and what you need to know if you are a Campus Security Authority (CSA) at Rust College

The Clery Act, what's that? Jeanne Clery, a 19-year-old Lehigh University freshman, was assaulted and murdered in her dorm room in 1986. In 1998 the "Student Right-to-Know and Campus Security Act" was renamed in her memory. The Clery Act was enacted in the belief that crime awareness can prevent campus victimization.

The law requires colleges and universities receiving federal funding to prepare, publish, and distribute, by October 1 of each year, campus security / safety policies and crime statistics in the form of an Annual Security Report. Rust community members are notified, annually in September, of the availability of and how and where to access the Report. A Fire Safety Compliance Report (which is a requirement for campuses with College controlled residential facilities) is also published simultaneously. The Department of Education is responsible for Clery Act compliance and enforcement.

What you need to know if you are a Campus Security Authority (CSA)

The intent of including non-security personnel in the Campus Security Authorities (CSA) role is to acknowledge that some community members and students in particular may be hesitant about reporting crimes to campus security or the police, but may be more inclined to report incidents to other campus-affiliated individuals.

What makes you a CSA?

The law defines four categories of CSA's: College or University Police; non-police security staff responsible for monitoring College property; people/offices designated under our policy as those to whom/which crimes should be reported; and "officials with significant responsibility for student and campus activities".

What is the role of a CSA?

CSA 's are obligated to report crimes reported to them which occurred on campus, in public areas bordering campus and in non-campus buildings owned or controlled (leased) by the College. CSA's should only report those crimes that have not been previously reported to Campus Security or another College CSA. The intent of including non-law enforcement personnel in the CSA role is to acknowledge that some community members and students in particular, may be hesitant about reporting crimes to security or the police, but may be more inclined to report incidents to other campus-affiliated individuals.

Who is CSA's?

- 1) Rust College Campus Safety and Security personnel.
- 2) People or offices responsible for campus security – campus contract security personnel, personnel providing access control and/or security at campus facilities, athletic events or other special events, safety escort staff, resident directors and assistants and other similar positions.
- 3) The officials with significant responsibility for student and campus activities category is defined broadly to ensure complete coverage and thorough reporting of crimes. To determine which individuals or organizations are CSA's, consider job functions that involve relationships with students. Look for officials (i.e., not support staff) whose functions

Involve relationships with students. An Official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the College. If someone has significant responsibility for student and campus activities, she/he is a CSA.

Some examples of CSA's in this category include, but are not limited to: academic deans; student affairs / residential life officials; coordinator of Greek affairs (or related positions); athletic administrators including director, assistant directors and coaches; student activities coordinators and staff; student judicial officials; faculty and staff advisors to student organizations; student center building staff; student peer education advisors; and administrators at branch campuses.

- 4) 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 – Campus Security.

Who is not a CSA?

The following non- CSA positions/functions include but are not limited to: faculty member without responsibility for student and campus activity beyond the classroom; physicians/nurses in the student Health and Counseling Center who only provide care for students; clerical or administrative support staff; cafeteria staff; facilities maintenance staff; information technology staff, licensed mental health or pastoral counselors, when acting within the scope of their license or Security Certificate; and other like functions.

CSA Crime Reporting

When a crime is reported to a CSA, first ask the person if they would like to report it to Campus Security. If so, contact Campus Security at (662) 216-3429. If not, the CSA must complete and submit, on a timely basis, a Campus Security Authority Crime Report Form. The Report Form should be submitted to the Director of Campus Safety and Security, online as an attachment (escott2@rustcollege.edu), by fax (662) 252-1500 or mail (150 Rust Ave, Holly Springs, MS 38635).

If the reported crime is made in good faith, meaning that there is reasonable basis for believing that the information is not rumor or hearsay, then the crime is Clery reportable. CSA's should attempt to obtain (and ultimately document) as specific and thorough incident information as the reporting party is willing / able to provide.

Reporting party identifying information should only be documented if the reporting party is willing to provide same. CSA's should not investigate the crime or attempt to determine whether a crime, in fact, took place. When in doubt, a Report Form should be completed and submitted!

Sample CSA statement (for use with crime reporting party)

As part of my position on campus I am a federally mandated crime reporter for the College. I am required to report of this incident to Campus Security for data gathering. If you request confidentiality, the Report Form will not include your name, or that of any other involved individuals. My report will contain only the information you provide. Do you have any questions? Would you like to help me fill it out?

CSA Resources

In addition to this document, for information on qualifying Clery Act crimes and geographical reporting boundaries, which are reportable in the Annual Security Report, and to access the CSA Crime Report Form (printable PDF and online submission options), visit the Campus Security web page at: <https://www.rustcollege.edu/current-students/campus-security/>. If you have questions, contact the Director of Campus Safety and Security at (662) 216-3429.

What is done with CSA Report Forms?

The Director of Campus Safety and Security reviews report forms and makes a determination if an incident qualifies as a Clery Act reportable crime and as such, is reportable in the Annual Security Report. The Director of Campus Safety and Security will consolidate crime data from multiple sources, report the data to the federal Department of Education, publish the campus Annual Security Report and inform the campus community when and where crime data is available. Rust College Annual Security Report data are posted on the Campus Security web site at <https://www.rustcollege.edu/current-students/campus-security/>; Hard copies of this report are also available, upon request, from Campus Security.

Crime / Emergency and Non-Emergency Reporting

Regardless of your status (CSA or non- CSA), all community members are encouraged to promptly report all campus related criminal incidents and other public safety related emergencies to Campus Security. For incidents requiring immediate attention, dial '0' or 911, or use one of the "Blue Light" Emergency Phones /call boxes located throughout the campus. Non-emergency incidents can be reported by dialing '0' from any campus phone; by calling (662) 216-3429 or in person at the Campus Security Station.



Rust College Campus Police

150 Rust Avenue Holly Springs, MS 38635 · (662) 252-8000 · www.rustcollege.edu

DATE	TIME	INCIDENT LOCATION	NATURE OF COMPLAINT	POLICE CALLED (Y/N)	ANYONE ARRESTED (Y/N)	PROPERTY DAMAGE (Y/N)

STUDENTS INVOLVED

LAST NAME (1)	FIRST NAME	MIDDLE	DATE OF BIRTH	AGE
DORM ROOM/ADDRESS	RACE	ID NUMBER	SEX	PHONE
LAST NAME (2)	FIRST NAME	MIDDLE	DATE OF BIRTH	AGE
DORM ROOM/ADDRESS	RACE	ID NUMBER	SEX	PHONE
LAST NAME (3)	FIRST NAME	MIDDLE	DATE OF BIRTH	AGE
DORM ROOM/ADDRESS	RACE	ID NUMBER	SEX	PHONE
LAST NAME (4)	FIRST NAME	MIDDLE	DATE OF BIRTH	AGE
DORM ROOM/ADDRESS	RACE	ID NUMBER	SEX	PHONE

WEAPONS INFORMATION

TYPE OF WEPON	MAKE	MODEL	SERIAL#

DRUG INFORMATION

TYPE	WEIGHT	TESTED(Y/N)	DRUG TESTED BY



INCIDENT REPORTING FORM

Your full name:	
Your position/title	
Your phone number:	
Your email address:	
Campus Address:	

Nature of this report *(Required)*

- Campus Security
- Concerning and Threatening
- Informational
- General Conduct
- Academic Dishonesty
- Campus Safety

Date of incident *(Required)* _____

Time of incident: _____

Location of incident: _____

Specific location: _____

Involved Parties

Name: _____

Gender: Male Female Other

Role:

- Accused person
- Complainant
- Witness
- Person of concern



Student ID#: _____

DOB (MM/DD/YYYY): _____

Phone number: _____

Email address: _____

Address: _____

Questions

ACADEMIC

<ul style="list-style-type: none"> • Academic Dishonesty- Other • Academic Dishonesty- Plagiarism • Academic Dishonesty- Cheating 	<ul style="list-style-type: none"> • Academic Dishonesty- Fabrication • Academic- Other (Please explain in narrative) • Classroom Misconduct
--	---

COLLEGE

Alcohol-Consumption/Possession	Harassment
Alcohol-Underage Distribution	Hate Crime
Arson	Hazing
Assault	Illegal Drugs-Consumption/Possession
Attempts to Defraud	Illegal Drugs-Distribution
Breaking and Entering-Building	Illegal Weapons Possession
Breaking and Entering – Motor Vehicle	Indecent Behavior
Bullying	Misuse of College Property
Burglary	Motor Vehicle Theft
College-Other (Please explain in narrative)	Obstruction of Abuse of the Student Conduct Process
Complicity in Violating the Student Code of Conduct	Property Damage
Criminal Homicide-Murder or non-negligent manslaughter	Robbery
Criminal Homicide –Negligent manslaughter	Sexual Assault
Dating Violence	Sexual Harassment
Demonstration	Smoking/Tobacco Policy Violation
Discrimination	Stalking
Disruptive Behavior	Theft of Larceny
Dating/Domestic Violence	Threatening Behavior
Dress Code Violation	Trespassing
Gambling	Unlawful possession of public or private property
Gang Activity	Violation of Local, State, or Federal Law

Alcohol/Drug Abuse	Disturbed Eating Behaviors
Bizarre/Disjointed Thoughts	Disturbing Written Material/Class Discussion
Cutting Behavior	Excessive Anxiety
Depressed/Persistent Sadness/Unexplained Crying	Extreme Mood Swings
Homicidal Ideation	Other-(Please explain in narrative)
Inappropriate Display of Anger	Physical Attack
Intimidation	Significant Change in Appearance/Behavior
Obsessively Suspicious/Paranoid	Suicide Attempt/Suicidal Ideation

CONCERNING BEHAVIORS

OTHER *Please Note: If you are a faculty or staff member and have an injury, illness or accident, you must also see Human Resources*****

Accident – Other than motor vehicle	Injury
Fire Alarm Activation/Fire	Other - (Please explain in narrative)

Please provide a detailed description of the incident/ concern using **specific** concise, objective language (Who, What, Where, When, Why, and How).

Please check all that apply:

Criminal Charges Pending	Fire Department Response
Arrest Made	Police Response
911 Contacted	Campus Security Called
EMS Transport	
Supporting Documentation	

Photos, videos, email, text messages, and other supporting documents may be attached.

Select Copy Recipients

EXCEPT FOR Title IX INCIDENTS, please select your Dean/ Campus Administrator and/ or your Program Coordinator or Director:

Dr. Ivy R. Taylor, President

Dr. Rosetta Howard, Vice President for Student Engagement

Dr. Paul Lampley, Vice President for Academic Affairs

Dr. Ishmell Edwards, Vice President for College Relations

Mr. Don Manning-Miller, Vice President for Fiscal Affairs

Mr. Eric Scott, Chief of Security

Ms. Tanya Kelly-Kirk, Associate Dean for Housing and Judicial Affairs

Mrs. Carolyn Hymon, Director for First Year Experience

Ms. Patricia Pegues, Human Resources Director

Mr. Damien Jackson, Retention Coordinator

Campus Statistics

The Clery Act Federal Requirements

Annual Security Reporting

The Clery Act requires colleges and universities that receive federal funding to disseminate a public annual security report (ASR) to employees and students every October 1st. This ASR must include statistics of campus crime for the preceding 3 calendar years, plus details about efforts taken to improve campus safety.

ASRs must also include policy statements regarding (but not limited to) crime reporting, campus facility security and access, law enforcement authority, incidence of alcohol and drug use, and the prevention of/response to sexual assault, domestic or dating violence, and stalking.

Rust College Campus Security Statistics for Fall 2013 through Fall 2017

Year	Fall 2013	Spring 2014	Fall 2014	Spring 2015	Fall 2015	Spring 2016	Fall 2016	Spring 2017	Fall 2017
Drug Related Arrests	0	0	0	0	0	0	0	1	0
Robbery with Weapons	0	0	0	0	0	1	0	0	0
Aggravated Assaults	1	0	0	0	0	0	3	2	2
*Verbal Threats	0	0	0	0	0	0	3	2	2
Burglary (Other)	0	0	0	0	2	0	0	0	3
Property Theft	2	0	0	0	0	1	1	4	9
Auto Theft	3	0	0	0	0	0	0	0	2
Simple Assault	6	0	0	0	0	2	2	4	7
Auto Vandalism	0	0	0	0	2	3	3	7	11
Sexual Assault	1	0	0	0	0	0	0	0	0
*Domestic Violence	0	0	0	0	0	0	0	6	2
*Dating Violence	0	0	0	0	0	2	2	0	0
*Stalking	0	0	0	0	0	0	0	0	4
Weapons Violation	3	0	0	0	0	0	0	0	2
Weapons Arrests	1	0	0	0	0	1	1	1	0
Total	17	0	0	0	4	10	15	29	46

*New reporting areas added in Fall 2014 through VAWA (Violence Against Women Reauthorization Act)
 Note: Statistics reflective as of April 3, 2017

RUST COLLEGE

Campus Crime Statistics for Fall 2016-2019

Criminal Offense	2016	2017	2018	2019
	0	0	0	0
Fire arm arrest	1	5	0	1
Drug related arrests	0	4	0	3
Verbal threats	0	9	1	4
Stolen property	0	2	2	4
Trespassing	0	11	1	3
Auto vandalism	0	3	2	4
Domestic violence	0	4	0	3
Dating violence	0	2	0	3
Auto theft	0	1	0	0
Weapons arrest; carrying possessing, etc.	0	2	0	1
Weapons violation	0	1	0	1
Drug abuse violation	7	0	1	3
Simple assault	0	4	1	4
Liquor law violation	0	1	1	3
Vehicle theft (parts)	0	2	0	1
Burglary (Other)	0	0	0	2
Sexual assault	0	0	0	1
Stalking	0	4	0	3
Emergency (ER) call	0	5	1	4
Robbery	1	3	0	2
Burglary	3	3	0	2
Weapons arrest	0	0	0	0
Motor vehicle theft (Do not include theft from a motor vehicle)	0	3	0	0
Total	12	69	10	52

Campus Map

E



S

N

W



RUST COLLEGE

"By Their Fruits Ye Shall Know Them"



since 1866

This report is available online at the Rust College Office of Campus Safety and Security website.
A hard copy can be obtained by contacting Chief Eric Scott at:

Rust College
Office of Campus Safety and Security
Director, Chief Eric Scott
McMillan Multi-Purpose Building
150 Rust Ave.
Holly Springs, MS 38635
Phone: 662-252.8000 ext. 4355
Email: escott2@rustcollege.edu
Website: <https://www.rustcollege.edu/current-students/campus-security/>