

**2009**

**CAMPUS  
SECURITY  
REPORT**



**FLINT HILLS  
TECHNICAL COLLEGE**

**Experience | Success.**

## **Campus Security**

Everyone has the right to attend college in a safe and secure environment. To insure this fundamental right, the Flint Hills Technical College needs your help. Safety and security are everyone's responsibility; familiarize yourself with recommended security and prevention methods.

Flint Hills Technical College works in conjunction with the Emporia and Lyon County law enforcement agencies on an annual basis to gather calendar year statistical information regarding crime on campus, at branch campuses, in or on a non-campus building or property involving Flint Hills Technical College students or staff during FHTC related activities or events. Data is compiled during January of each year and the Campus Security Report is updated and distributed to all current students and employees in February of each year. The Campus Security Report is created on an annual basis and made available to all prospective students, current students, college staff and the community. The Campus Security Report is distributed to all students at fall and spring orientations.

### **Security Policies**

Flint Hills Technical College policies are designed to insure that students, staff and all property are protected at all times from possible damage or injury, outside intrusion or disturbances occurring on campus grounds or in campus buildings.

Firearms are not allowed on college property. Kansas Statutes Annotated 21-4204 defines unlawful possession of a firearm as "(d) possession of any firearm by any person, other than a law enforcement officer, in or on any school property or grounds...."

A student shall not knowingly possess, handle or transmit any object that can reasonably be considered a weapon:

1. On the college campus during, before and after school hours.
2. On the college campus at any other time when the college is being used by any college personnel or college group.
3. Off the college campus at a college activity, function or event.

Violation of this policy shall result in the student being reported to the appropriate law enforcement officials, and suspended or expelled.

Lockers are the property of the college and the college reserves the right to open and conduct a locker search at any time. A locker search may be conducted at any time upon reasonable belief that the locker contains firearms, liquor, flammable material, dangerous weapons, narcotics, or other matter prohibited by law or college regulations from being on college property. Such search may be made without notice to the student to whom such locker has been assigned. Prohibited items recovered from a student's locker shall remain in the custody of the college administration unless such items are turned over to law enforcement officials.

If it has been determined that there is reasonable cause to believe that a student is in possession of an object which can jeopardize the health, welfare or safety of other students, that student shall be required to meet with administration. This determination may be based on any information received by administration or the staff. The student shall be advised of the reason for the meeting and requested to empty items such as, but not limited to, pockets, purses, shoulder bags and briefcases. A search of the person will not be conducted. Any evidence recovered shall be turned over to the appropriate law enforcement authorities.

### **Campus Crime Reporting Policies and Procedures**

If the police department needs to be contacted, students and staff should notify a college administrator. The administrator will place the call to the proper authorities. In emergency situations, the Emporia area is served by the 911 telephone number for ambulance, fire and police.

Report any suspicious acts, criminal actions or other emergencies immediately to a college administrator. Let them investigate. If requested, the name of the student or staff member reporting the criminal offense will be kept confidential.

Don't assume the college already has all of the information needed, or that you might be misinterpreting what you see. The college needs and appreciates your assistance in preventing crime.

Once a college administrator has been contacted regarding suspicious acts, criminal actions or other emergencies occurring on campus, a warning report will be issued to members of the campus community

in a timely fashion if administration and the appropriate authorities believe that the suspicious acts, criminal actions or other emergencies could place the campus community in danger:

- a) no later than the next scheduled day of classes if there is no immediate danger to the campus community or;
- b) as soon as possible if there is imminent danger to the campus community.

**Access to Campus Facilities**

Campus facilities are restricted to those who have a legitimate purpose for being on the premises. Others will be asked to leave. Facilities will be secured and locked when classes are not in session. After-hours building access is limited. Locks and other equipment necessary to provide security to buildings, contents and occupants are checked regularly.

**Crime Reporting Activities**

The Crime Awareness and Campus Security Act of 1990, regulation 34 CFR 668.46(c)(1) states an institution must report statistics for the three most recent calendar years concerning the occurrence on campus, in or on non-campus buildings or property, and on public property of the following that are reported to local police agencies or to a campus security authority:

Reports of crime in or on a non-campus building or property or on public property include reported crimes involving Flint Hills Technical College students or staff that occur during a FHTC event or activity outside of the college premises. If crimes are reported in or on non-campus buildings or property or on public property, a geographic breakdown of the statistics reported will be provided in the annual Campus Security Report.

The annual statistical information includes crimes reported on the FHTC main campus (1) 3301 West 18th Avenue; and at the extension locations: (2) 620 Constitution Street; (3) 220 Weaver Street, Emporia, KS.; and (4) 704 2nd Street, Clay Center, KS.

**Statistical Data of Crime on Campus**

Main Campus, 3301 West 18th Avenue

	2006	2007	2008
Robbery	0	0	0
Aggravated Assault/ Battery	0	0	0
Burglary	0	1	1
Arrests for drug Law Violations	0	0	0

220 Weaver Street

	2006	2007	2008
Robbery	0	0	0
Aggravated Assault/ Battery	0	0	0
Burglary	0	0	0
Arrests for drug Law Violations	0	0	0

620 Constitution

	2006	2007	2008
Robbery	0	0	0
Aggravated Assault/ Battery	0	0	0
Burglary	0	0	0
Arrests for drug Law Violations	0	0	0

3021 Eaglecrest Drive

	2008
Robbery	0
Aggravated Assault/ Battery	0
Burglary	0
Arrests for drug Law Violations	0

704 2nd Street, Clay Center, Kansas

	2008
Robbery	0
Aggravated Assault/ Battery	0
Burglary	0
Arrests for drug Law Violations	0

## Prevention Measures

The prevention of crime is everyone's responsibility. Plan ahead and don't place yourself or your possessions in danger.

- Keep your books and possessions in your locker. Keep it locked.
- Mark all of your tools and equipment with an engraver.
- Always lock your car.
- Don't carry large sums of money.

Take extra care at night. Some proven tips to minimize danger are:

- Park in an open, well-lighted spot.
- Travel to and from school in pairs whenever possible.
- Leave the building with a group of students.
- Always lock your car.
- Look under and inside your car before you open the door to get in.
- Be aware of everything and everyone around you.

## Sexual Violence

Sexual assault is any sexual activity in which a person is forced to participate without consent. It includes rape, marital rape, date rape, same-sex assault, child sexual abuse, incest, unwanted sexual touching, sexual harassment and sexual exploitation by therapists.

The offender may be a stranger, but is most often a family member or a trusted acquaintance. Anyone can be a victim regardless of age, gender, race or socioeconomic background.

### ***If you have been sexually assaulted:***

- Get help immediately. In all probability, you will be in shock and should not be alone. Call a friend, a family member, roommate, or another person to come to your immediate aid.
- Promptly seek medical attention. Do NOT bathe, douche, or change clothes prior to the emergency room examination.
- Contact the police, 911. You may request school authorities or another support person to assist you. Reporting can help police identify and apprehend the assailant. Reporting may also help

protect other potential victims. There are many options for reporting and you are not obligated to go through the court process.

- If requested, Flint Hills Technical College will change a victim's academic situation after an alleged sex offense, including changes in course schedule, if those changes are requested by the victim and are reasonably available. A victim may also request that directory information be withheld from anyone excluding college officials including name, current address and telephone number, permanent address and telephone number, e-mail address, date of birth, program of study, enrollment status, country of citizenship, participation in student clubs, dates of attendance, diplomas or degrees awarded and the most recent educational institution attended by the student other than FHTC.

Remember, you are not responsible for the assault. You never lose your right to say "no" under any circumstances. You are not alone if you've been forced or coerced into sexual activity against your will. Advocates are available who care and understand. It's never too late to seek help.

Procedures for campus disciplinary action in cases of an alleged sex offense

Students are expected to conduct themselves in a mature, responsible manner and contribute to an atmosphere conducive to a healthy, safe and secure learning environment. Students shall not use violence, force, noise, foul language, coercion, threat, intimidation, fear, passive resistance, passive aggressive behavior or engage in any other conduct with the intent to cause substantial and material disruption or obstruction of any lawful mission, process or function of the college if such disruption or obstruction is reasonably certain to result.

The administration may suspend or expel a student who is found guilty of any of the following:

1. Violation of the terms of probation.
2. Willful violation of any published regulation for student conduct approved by the Board of Education.
3. Conduct that substantially disrupts or interferes with the operation of the college.

4. Conduct that substantially invades the rights of others.
5. Conduct that results in the conviction of the student for any offense specified in Chapter 21 of the Kansas Statutes Annotated or any criminal statutes of the United States.
6. Disobedience of an order from an instructor, peace officer, school security officer or other school authority, when such disobedience can reasonably be expected to result in disorder or interference with the operation of the college or the rights of others.

A student who is suspended or expelled due to an alleged sex offense shall be afforded an opportunity for a hearing.

If a hearing is not held prior to a short-term suspension (not exceeding five school days), an informal hearing shall be provided no later than 72 hours after the imposition of the suspension.

Written notification of a short-term suspension, including the reason(s) for the suspension, shall be given to the student.

Before a student is given a long-term suspension (not to exceed 90 school days) or expelled, a hearing shall be conducted. The student shall be given written notice of the time, date and place of the hearing, and provided an opportunity to be represented by counsel and to bring witnesses to present information pertinent to the case. At the conclusion of the hearing, the person or committee conducting the hearing shall prepare a written report and the findings required by law. Records of the hearing shall be provided to the student.

Failure of the student to attend the hearing shall result in a waiver of the student's opportunity for the hearing.

The accuser and the accused are entitled to the same opportunities to have others present during a disciplinary proceeding. Both the accuser and the accused must be informed of the outcome of any institutional disciplinary proceeding brought alleging a sex offense. Compliance with this paragraph does not constitute a violation of the Family Rights and Privacy Act (20 U.S.C. 1232g). For the purpose of this paragraph, the outcome of the disciplinary proceedings means only the institution's final determination with respect to the alleged sex offense and any sanction that is imposed against the

accused.

For counseling assistance, contact:

Mental Health Center of  
East Central Kansas  
1000 Lincoln Street  
Emporia, KS 66801  
620-343-2211

For rape crisis intervention, contact:

S.O.S. • 620-342-1870

### **Harassment/Sexual Violence Policy for Students and Employees**

It is the policy of Flint Hills Technical College to provide students and employees with an environment for learning and working which is free from all forms of harassment and sexual violence. Harassment is any action prohibited under State and Federal Statutes VII, XI, and Section 504 of the Rehabilitation Act. It further includes all forms of sexual harassment, racial/cultural slurs, verbal abuse, and verbally offensive language which are forms of discrimination under Section 703 of Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000e et seq.

Flint Hills Technical College expressly forbids harassment of students and employees because of age, race, creed, gender, color, religion, ancestry, disability, medical condition, sexual preference, national origin, veteran status, political affiliation, marital status or status with regard to public assistance or other protected group status. Flint Hills Technical College will not tolerate harassing conduct that negatively affects a person's employment status or student's grades, that interferes unreasonably with an individual's work performance, or that creates an intimidating, hostile or offensive working or classroom environment. Further, no person in any of these groups will be denied the benefits, or be subjected to discrimination under any program or activity, or in regard to any employment procedures or practices. All employees and students should clearly understand that, even in mild forms, harassment or sexual violence may carry penalties up to and including dismissal.

### **What is Sexual Harassment?**

Sexual harassment is a form of discrimination in violation of Title VII of the Federal Civil Rights Act of 1964, Title IX of the 1972 Education Amendments, and Emporia School District policy. Such

behavior has the potential of threatening an individual's academic performance, economic livelihood, career advancement, and psychological and emotional well-being.

### **Sexual Harassment**

Harassment is any action prohibited by State or Federal Statutes, Title VI, Title VII, Title IX or Section 504 that:

- Has the purpose or effect of creating an intimidating, hostile or offensive work or academic environment;
- Has the purpose or effect of unreasonably interfering with an individual's work or academic performance;
- Otherwise adversely affects an individual's employment or academic opportunities.

### **Sexual Harassment —**

#### **A form of sex discrimination which:**

Consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature when:

- Submission to such conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining or retaining employment, or of obtaining an education; or
- Submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's employment or education; or
- That conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual's employment or education, or creating an intimidating, hostile or offensive employment or education environment.

Any sexual harassment as defined when perpetrated on any student or employee will be treated as sexual harassment under this policy.

### **Reporting Procedure**

A campus free of sexual harassment requires that you know your rights, cooperate with those designated to help resolve such situations, and report incidents of harassment, especially if you are the victim. Sexual harassment hurts everyone, violates the law and ruins our educational goal of building a system with mutual respect and

trust. It must be reported.

### **Informal Procedure**

- Politely but firmly confront the person(s) doing the harassment.
- Talk to an instructor, counselor, administrator or any staff person whom you trust.
- Reports will be treated with sensitivity and confidentiality and every effort will be made to avoid damage to the reputation of the involved parties.
- The initiation of a complaint shall not adversely affect the job security or status of any employee or student until a finding of fact determines that improper conduct occurred.

### **Formal Procedure**

- The administrator will work with the complainant to detail the time, place, pertinent facts and circumstances of the alleged action.
- After the investigation and written report, findings and resolutions shall be presented to all parties. If the complaint is not resolved at this level, procedures will continue.
- Within 20 days of the above steps, the investigation and written report of findings will be referred to the college President. If resolution is not reached, procedures will again continue.
- At this time, the District Superintendent will review the procedures to determine when further investigation is needed and ultimately make a decision about the allegations and findings.

Sexual harassment is serious business! Retaliation or continued harassment will not be tolerated at Flint Hills Technical College.

### **Sexual Harassment Feels Bad!**

Oftentimes sexual harassment occurs when there are unequal power relationships between people or when one person does not understand what comments and actions make others feel uncomfortable. You may feel confused, angry, helpless, frightened, scared or guilty. If you feel you are the subject of harassment, tell someone.

## **Flint Hills Technical College Drug-Free School Policy**

The unlawful possession, use or distribution of illicit or simulator drugs and alcohol by students on College premises or as a part of any College activity is prohibited. This policy is required by the 1989 amendments to the Drug Free Schools and Communities Act, P.L. 102-226, 103 St. 1928. (Cf. LDD)

As a condition of continued enrollment in the college, students shall abide by the terms of the following policies:

### ***Alcohol and Drugs***

A student shall not knowingly possess, sell, use, transmit or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, simulated drug, or any controlled substance or alcoholic beverage of any kind:

1. On the college campus during, before and after school hours.
2. On the college campus at any other time when the college is being used by any college personnel or college group.
3. Off the college campus at a college activity, function or event.

Violation of this policy shall result in the student being reported to the appropriate law enforcement officials, and being suspended or expelled.

### ***Tobacco Use***

Students and visitors are prohibited from using tobacco products in any College real or personal property, whether owned, leased or rented, or at any college-sponsored event. Tobacco use is allowed in designated outdoor areas only. No tobacco use is allowed within 20 feet of any campus building.

### ***Enforcement of Drug-Free College Policy***

A student or employee who violates this policy shall be subject to disciplinary action, including, but not limited to, suspension or expulsion for students. Visitors who do not comply with the policy will be asked to leave the College property. If the visitor refuses to leave or cease using tobacco products inside a College building, he/she will be summarily denied access to all College educational facilities and events.

Students who are suspended or expelled under the terms of this policy will be afforded the due process rights contained

in the FHTC Student Handbook, catalog and Kansas statutes, K.S.A. 72-8901. Nothing in this policy is intended to diminish the ability of the college to take other disciplinary action against the student in accordance with other policies governing student discipline. In the event a student agrees to enter into and complete a drug education or rehabilitation program, the cost of such program shall be the responsibility of the student or, in the case of a student under the age of 18, his or her parents. The student or, in the case of a student under the age of 18, his or her parents shall contact the directors of the programs to determine the cost and length of the program.

A copy of this policy and a list of available drug and alcohol counseling programs shall be provided to all students and employees.

### ***Risks of Drug or Alcohol Abuse***

Many students are not fully aware of the educational, employment, social, health, and legal risks of alcohol and drug abuse. Prevention begins with becoming aware of these risks.

### ***Educational Risks***

Substance abuse of any kind is not only harmful to the individual, but to others who are subjected to the abuser's behavior on a daily basis. Some of the problems at college caused by alcohol and drug abuse include:

- Decline in college attendance, quality of work and grades;
- Increased likelihood of dropping out;
- Impaired reflexes, increased irritability, nervousness.

### ***Employment Risks***

Businesses are increasingly alarmed about alcohol and drug abuse. One cannot subject his or her body to abusive substances and expect it to continue to operate effectively. Thus, alcohol and drug abuse is not only a risk to an individual's employment, but also a high risk to the employer in terms of expense, safety and productivity. Below are some employment problems faced by both businesses and abusers of controlled substances:

- Impaired judgment and thinking, more accidents;
- Late and absent more often, uses more sick benefits;
- Lost productivity;

- Lost promotions, more demotions and dismissals;
- Unemployable.

**Social Risks**

Abusers do not just do harm to themselves but are also a very real threat to society as a whole because their behavior results in an inability to function normally with other people.

Cost to the individual and others:

- Friendships lost because of antisocial behavior;
- Hobbies, interests, and community activities neglected;
- Family relationships are harmed, often leading to broken families.

**Health Risks**

Substance abuse does significant damage to one’s body and mind. Some of the serious physical and psychological problems linked with drugs include:

- Damages brain structures, liver and digestive systems;
- Causes impotence, infertility, and Fetal Alcohol Syndrome;
- Causes paranoia, anxiety, seizures, severe depression;
- Can cause convulsions, respiratory and cardiac arrest, death;
- Increases risk of heart failure, stroke, oral cancer;
- Impairs memory, perceptions, concentration.

**Legal Risks**

Drug and alcohol violations by students and employees may lead to federal, state and local sanctions. These sanctions include various misdemeanor or felony charges which may lead to imprisonment and fines.

**Drug & Alcohol Counseling, Treatment & Rehabilitation Programs**

If you, a family member, or friend has a substance abuse problem, the most important factor is to **GET HELP**.

There are numerous agencies to assist you with prevention, support, or treatment. Some are free of charge. Check with your insurance company about coverage for services.

For more information, contact your college counselor or the Mental Health Center of East Central Kansas, 620-343-2211. All inquiries will be held in the strictest confidence.

KANSAS DEPARTMENT OF SRS  
 Information on Statewide Alcohol/Drug Abuse Services  
 300 SW Oakley  
 Topeka, KS 66606-1861  
 (785) 296-3925

EMPORIA PSYCHOLOGICAL SERVICES  
 702 Commercial Street  
 Suite 3B  
 Emporia, KS 66801  
 342-1998

CORNER HOUSE, INC.  
 418 Market  
 Emporia, KS  
 342-3015

MENTAL HEALTH CENTER OF EAST CENTRAL KANSAS  
 1000 Lincoln  
 Emporia, KS  
 343-2211  
 1-800-279-3645

RECOVERY ROAD  
 Newman Hospital  
 1024 W. 12th Avenue  
 Emporia, KS  
 342-6678

ALCOHOLICS ANONYMOUS  
 (Confidential help for alcohol problems)  
 325½ Commercial Street  
 Emporia, KS  
 342-3516 or 343-1474

Flint Hills Technical College does not discriminate on the basis of gender, sexual orientation, handicap, race, color, age, religion, marital status, or national or ethnic origin in educational programs, admissions policies, employment policies, financial aid or other college-administered programs. For questions or concerns regarding non-discrimination contact the Director of Human Resources at 620-343-4600.