

MARION MILITARY INSTITUTE



ANNUAL SECURITY AND FIRE SAFETY REPORT

2021

CAMPUS SAFETY AND SECURITY
OFFICE OF THE COMMANDANT OF CADETS

PREPARED FOR:
CORPS OF CADETS, STAFF, FACULTY, ADMINISTRATION, AND THE
SURROUNDING COMMUNITY-AT-LARGE

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ANNUAL SECURITY AND FIRE SAFETY REPORT

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INFORMATION ABOUT THIS REPORT

This report is prepared annually and contains information addressing campus safety, security, and fire safety policies, procedures, and programs indexed by categories for cadets (students) and others to report or respond to criminal actions or other emergencies on campus. Information contained in this report are statements of policy, to include related and relevant procedures, responsibilities, and educational awareness which applies to staff, faculty, administration, students, and supporting agencies in the surrounding municipalities. You will find that some information is included in more than one section to assist in clarity and comprehensive referencing of said information. In general, the report will focus on policies and practices unique to Marion Military Institute (MMI) in regards to:

- How students and employees should report criminal actions or other emergencies occurring on campus;
- Security of and access to facilities;
- Campus law enforcement/security;
- Education and Awareness; and
- Emergency response and evacuation procedures.

The number one priority of every member of the faculty, administration, and staff at MMI is to ensure a safe and healthy environment for cadets (students) to learn and live. Academic, financial, and geographical considerations along with a safe and secure environment are factors in the decisions students and their families make when choosing a postsecondary institution for their education.

The *Crime Awareness and Campus Security Act* (Title II of Public Law 101-542), which amended the *Higher Education Act of 1965* (HEA) was enacted by the U.S. Congress in 1990. This act required all postsecondary institutions to disclose campus crime statistics and security information. The act was amended further in 1992, 1998, and again in 2000. The amendments of 1998 renamed the law the *Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act*, (known as “The Clery Act”). The definition of on-campus student housing for the purposes of the Clery Act regulations, as well as the HEA fire safety and missing student notifications regulations, is: *any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus.* The act intends to provide accurate, complete, and timely information about campus safety and security to students, their families, as higher education consumers so they can make informed decisions.

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SUMMARY OF THE JEANNE CLERY ACT

The **Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act**, codified at 20 USC 1092 (f) as a part of the Higher Education Act of 1965, is a federal law that requires colleges and universities to disclose certain timely and annual information about campus crime and security policies. All public and private institutions of postsecondary education participating in federal student aid programs are subject to it. Violators can be "fined" up to \$27,500 by the U.S. Department of Education, the agency charged with enforcement of the Act and where complaints of alleged violations should be made, or face other enforcement action.



The Clery Act, originally enacted by Congress and signed into law by President George Bush in 1990 as the **Crime Awareness and Campus Security Act of 1990**, was championed by Howard & Connie Clery after their daughter Jeanne (pictured to the left) was murdered at Lehigh University in 1986. They also founded the non-profit Security On Campus, Inc. in 1987. Amendments to the Act in 1998 renamed it in memory of Jeanne Clery.

On March 7, 2013, President Obama signed the Violence Against Women Reauthorization Act of 2013 (VAWA) (Pub. Law 113-4), which amended the Clery Act. The final regulations will be released on November 1, 2014, and become effective July 1, 2015; however, institutions are required to make a good faith effort to revise their current Annual Security Reports to include the proposed amendments. As part of the proposed requirements, Marion Military Institute has included the definitions of domestic violence, dating violence, and stalking in this current Annual Security Report, as well as policies and procedures this institution will follow with regards to these allegations.

TIMELY WARNINGS & EMERGENCY NOTIFICATIONS

Timely notification of personnel on campus and the surrounding community are issued for threats to property, as well as threats to persons. All citizens desire to be alerted to potentially dangerous situations near their homes or workplaces so necessary precautions can occur. The Marion Police Department keeps MMI informed of situations that might require timely warnings.

Warnings are issued, as soon as appropriate and/or when reliable information is available. The intent for any warning to be “timely,” it is to alert the campus community of criminal threats concerning any aspect, which compromises safety and security to enable them to protect themselves. Decisions are made on a case-by-case basis in light of all the facts surrounding the circumstances, including factors such as the nature of the threat, the continuing danger to the campus community, and the possible risk of inhibiting law enforcement response(s).

Circumstances for which an emergency notification is issued include situations that are an immediate threat to the health and safety of students and employees. For instance, fire evacuation, lockdown, safety of an individual or group of individuals, active/random shooter (or threat), intruder, bomb threat, or severe weather, to name a few. The only safety or security issues exempt from timely warnings are those reported to professional counseling staff. This is the only exception.

Alert systems and general communication resources in the event of a crisis or emergency affecting the campus at MMI is the combined responsibility of every person available to take immediate action. The Commandant of Cadets has oversight of Campus Safety and Security and has primary responsibility in issuing timely warnings. However, issuing timely warnings is also a shared responsibility of the Campus Emergency Response Team (CERT). This team is comprised of the following individuals:

- President
- Executive Vice President
- Academic Dean
- Commandant of Cadets
- Deputy Commandant of Cadets
- Officer-in-Charge, Campus Safety and Security
- Business Officer
- Superintendent of Buildings and Grounds
- Public Information Officer
- Director of Information Technology
- Director of Health Services

In the event a situation arises, either on or off campus, that, in the judgment of the senior CERT team member on campus, constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued. Depending on the circumstances, especially in all situations that could pose an immediate threat to the community and individuals, the Public Information Officer may also post a notice on the main page of the Institutes website. Alert and communication systems used to disseminate timely warnings are always circumstantial. The following systems (along with a brief description of each) are available to members of the CERT at Marion Military Institute.

Alert Systems

City/County Weather Siren- the City of Marion and Perry County maintain weather alert sirens audible throughout MMI's campus. This system is activated from the Marion Police Department in the event that a tornado warning has been issued in the immediate vicinity, or when a sighting has occurred.

Everbridge Mass Notification System- the Commandants Staff uses this system to issue timely warnings to notify the campus via landline phones, cellular phones, emails, and text message of fires, suspicious person, suspicious activity on campus, weather alerts, and other emergency notifications.

Megaphones- Hand-held megaphones are available to the CERT to augment communications during crisis management and assist in timely warnings.

Communication Systems

Regroup Mass Notification System- the Commandants Staff uses this system to issue timely warnings to the campus via landline phones, cellular phones, emails, and text message of fires, suspicious person, suspicious activity on campus, weather alerts, and other emergency notifications.

Telephone (611) Intercom System-This is another primary method to issue timely warnings. Additionally, the traditional telephone system is also available for on-campus and off-campus communications.

IT Network- Campus e-mail and website postings are effective methods of providing critical information to personnel on-campus and to the campus community and parents.

Two-way Radio- Communications between campus officials are used regularly and along with local and regional emergency management responders as situations warrant.

Weather Radios- Emergency weather radios are located in several locations across campus with primary and constant monitoring in the Commandant's Office (the location of the Officer-in-Charge, Campus Safety and Security).

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

FERPA does not preclude an institution's compliance with the timely warning provision of the campus security regulations. FERPA recognizes that information, in case of an emergency, can be released without consent when needed to protect the health and safety of others. In addition, if institutions utilize information from the records of campus law enforcement to issue a timely warning, FERPA is not implicated, as those records are not protected by FERPA.

ANNUAL DISCLOSURE OF CRIME STATISTICS

The Deputy Commandant or personnel designated by the Commandant of Cadets oversees Campus Safety and Security within the Office of the Commandant and prepares this report in partial fulfillment of requirements to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of this report (to include statistics) is located on our website at <http://www.marionmilitary.edu/about-mmj/about-mmj-security.da>. You may connect to this page by accessing our main webpage at <http://www.marionmilitary.edu/>. Then clicking on the About MMI Tab and then under the Menu click on Campus Safety and Security. This report is prepared in coordination and

cooperation from local law enforcement agencies and the Director of Institutional Research. Each entity provides updated information on their educational efforts and programs to comply with the Act.

Campus crime, arrest, and referral statistics include those reported to the Officer-in-Charge, Campus Safety and Security, designated campus officials (including but not limited to directors, department heads, Executive Vice President, Academic Dean, designated Commandant of Cadet staff [Train, Advise, Counsel-TAC Officers], advisors to students/student organizations, athletic staff), and local law enforcement agencies. Crime statistics are collected by using several resources: 1) as incidents are reported by victims or witnesses by filling out a Complaint/Incident Reporting Form; 2) reviewing the Daily Journal or Staff Duty Officer's Log which captures the evening/night/weekend Officer-in-Charges' actions and observations; and 3) through other written, verbal, and electronic methods of communication.

Each year, an e-mail notification is sent to all enrolled cadets, staff, faculty, and administration personnel that provide the web site to access this report. Copies of the report may also be obtained from the Office of the Commandant, in the Guard House (2) or by calling (334) 683-2318. All prospective employees may obtain a copy from Human Resources in the Administration Building (3) or by calling (334) 683-2368. A separate link on the Institutes website contains the crime statistics for the period of this report as an external and stand-alone document.

REPORTING CRIMINAL OFFENSES

To report a crime, an unsafe act, or issue related to the safety and security of any person at any time:

Contact Campus Safety and Security (334) 683-2330 or (334) 292-9690 (emergencies and non-emergencies), dial 9-1-1, (334) 683-9072 for the Marion Police, (334) 683-9071 for the E-911 Center, (334) 683-6534 for the Sheriff's Department (emergencies only), or any Campus Security Authorities (CSA). Any suspicious activity or person(s) seen in parking lots, loitering around vehicles, inside buildings, or in and around any barracks, should be reported to the Officer-in-Charge, Campus Safety and Security or to the following:

OFFICE	PHONE NUMBER AND LOCATION
Campus Security	(334) 683-2322 or (334) 292-9690 Guard House, Building 9
Commandant	(334) 683-2375 Center for Leadership in South Academic Wing, Building 16
Executive Vice President	(334) 683-2303 Administration Building, Building 10
Academic Dean	(334) 302-1013 Dean's Office in North Academic Wing, Building 14
Business Office	(334) 683- 2315 Administration Building, Building 10
Superintendent, Buildings and Grounds	(334) 683-2367 Facilities & Maintenance Building 38
Title IX Coordinator (For crimes of a sexual nature)	(334) 683-2368 Administration Building, Building 10

Victims or witnesses of crimes may report incidents to any of the above personnel at any time.

Additionally, information may be reported on a voluntary and confidential basis for inclusion in this annual security report to:

OFFICE	PHONE NUMBER AND LOCATION
Director of Counseling Services	(334) 683-2354 Bookstore, Mailroom Building 33

Please note that a CSA is not responsible for determining authoritatively whether a crime took place—that is the function of Campus Safety and/or law enforcement personnel. A CSA should not try to apprehend the alleged perpetrator of the crime. This is the responsibility of law enforcement. It is also not the responsibility of a CSA to try to convince a victim to contact law enforcement if the victim chooses not to do so.

SECURITY AND ACCESS TO CAMPUS FACILITIES

During normal business hours, the Institute (excluding certain housing facilities) will be open to students, parents, employees, contractors, guests, and invitees. During non-business hours access to most facilities is by key, if issued, or by admittance via the Officer-in-Charge, Campus Safety and Security, or designated personnel on the Commandant of Cadets' staff. In the case of periods of extended closing, the Institute will admit only those with prior written approval. It is also during extended periods when classes are not in session (i.e., Spring Break, Thanksgiving Break, Christmas Break, during Summer Break, to name a few), student housing (i.e. barracks) will be locked/secured around the clock and will be equipped with a lock separate from the regular key issued to staff having oversight of the cadets. Some facilities may have individual hours, which may vary at different times of the year. Examples are the Ireland Athletic Center, Alumni Gym, Baer Memorial Library, Weight Room, Dining Facility and the Campus Student Center. In these cases, the facilities are locked according to schedules developed by the department responsible for the facility. Emergencies may necessitate changes or alterations to any posted schedules. Areas found to be problematic are reviewed on a case-by-case basis with analysis of the situations and circumstances that warrant such. Administrators from the Executive Vice President Office, Academic Dean's Office, Buildings and Grounds, Director of Institutional Research, the Commandant of Cadets, and other relevant persons review issues regularly. These case-by-case analyses examine security issues such as locks, alarms, lighting, and communications. Additionally, during the academic year, the President, the Director of Facilities, the Executive Vice President, the Academic Dean, the Commandant of Cadets, and other key personnel conduct weekly executive staff meetings and discuss issues of pressing concern.

CAMPUS LAW ENFORCEMENT

Marion Military Institute's Officer-in-Charge, Campus Safety & Security Officer and other staff personnel have the authority to ask persons for identification and to determine whether individuals have lawful business at MMI. The Officer-in-Charge, Campus Safety and Security, along with the Transportation Officer, and other designated personnel on the Commandant's staff, have the authority to issue parking tickets, which are billed to financial accounts of students, faculty, and staff. Safety and Security officers **do not** possess arrest power. Criminal incidents are referred to the appropriate local law enforcement agency that have jurisdiction on the campus. The Campus Safety and Security Office at Marion Military Institute maintains a highly professional working relationship with the Marion Police Department, the Perry County Sheriff's Department, Alabama State Troopers and surrounding law enforcement agencies. Accurate and prompt reporting of and response to all crimes occurs between the Campus Safety and Security Office at MMI and appropriate law enforcement agencies.

Marion Military Institute utilizes a combination of off-duty police officers / deputy sheriffs from local agencies and non-sworn officers acting as campus security personnel after normal business hours and on weekends. The police officers are vested with all the powers, authority, and responsibility of any police officer

of the state on property owned or operated by the college, or in any circumstance in which an arrest by a police officer without a warrant is authorized by law. (Code of Alabama 16-47-10). Off-duty police officers / deputy sheriffs wear uniforms provided by their primary law enforcement agency. MMI also utilizes non-sworn security officers to assist with non-law enforcement activities. They do not have powers of arrest. Further, they wear either a uniform of khaki slacks and a navy MMI polo shirt with the word "SECURITY" embroidered on the lapel of the shirt or black slacks and a black shirt with the word "SECURITY" imprinted in bold letters on the back of the shirt.

All known and/or reported criminal activities undergo investigation and prosecution according to local, state, and federal law. All crime victims and witnesses are strongly encouraged to report incidents immediately to the Campus Safety and Security Office and the appropriate law enforcement agency will be notified. Prompt reporting will assure timely warning notices on-campus and timely disclosure of crime statistics. An "Incident Reporting Form" is available on the institute's website at: <https://marionmilitary.edu/incident-report-form/>.

Any student(s) involved in any criminal activity (to include sex offenses) are encouraged to notify the Campus Safety and Security Office or a member of the Commandant's Staff, immediately and always has the option to notify appropriate law enforcement authorities. MMIs Campus Safety and Security Staff will assist in notifying these authorities if the student makes such a request.

GENERAL PROCEDURES FOR REPORTING A CRIME OR EMERGENCY

Reporting Emergencies on Campus

Any criminal act or threat of violence, injury, destruction of college or personal property, traffic accident or other situation that occurs on college property and that may constitute an emergency, a danger to the health, safety, or property of any person, or a threat to public order should be reported immediately. An emergency is hereby defined as any event that is disruptive to the normal affairs of the college. Members of the campus community should be alert to emergency situations and make immediate reports as outlined below. In reporting an emergency, the caller must: (a) state name; (b) state type of emergency; (c) state location of emergency; and (d) remain in the area until assistance arrives.

Reporting Criminal Acts and Threats to Public Safety:

Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety related incidents promptly and accurately to MMI Campus Safety and Security Officer in Charge (OIC) or any member of the Commandant's Office in a timely manner.

To report a crime, emergency, or to report a non-emergency security or public safety related matter on the campus of Marion Military Institute, call the OIC:

- From a campus phone: Extension 330
- From a cellular or non-campus phone system: 334-292-9690 or 334-683-2330

MMI incident reports are forwarded to the Commandant of Cadets, the Executive Vice President, and the Academic Dean for review and any follow-on action(s) by staff, administration, or the Cadet Honor Council.

Note: All 911 calls for service will go directly to the local 911 operator for the area and be routed to local law enforcement.

When reporting crimes to Campus Security, please provide the following:

- Location
- Call Back Phone Number
- Type of Incident
- Information Relating to immediate dangers
- Descriptions of offender(s)

Reporting Medical Emergencies, Major Injury, or Serious Illness:

- (a) Call the paramedics at 911;
- (b) Call the Cadet Health Center;
- (c) Call Campus Security at 334-292-9690 or 334-683-2330

Reporting Fire/Explosion/Hazardous Material Spill: In the case of fire, explosion or hazardous material spill

- (a) activate the fire alarm or otherwise notify occupants to vacate the building;
- (b) call the fire department at 911;
- (c) call Campus Security at 334-292-9690 or 334-683-2330

Reporting Maintenance Emergencies:

- (a) Call Maintenance & Facilities at 334-683-2367;
- (b) After hours & weekends: Call Campus Security at 334-292-9690 or 334-683-2330

Student Bill of Rights

1. Complainants have the right to assistance by all faculty and staff in reporting allegations of harassment, abuse, physical violence, sexual violence or intimidation.
2. Complainants have the right in choosing the manner in which the complaint is filed.
 - a. The complainant may report the crime to law enforcement.
 - b. The complainant may request a school disciplinary inquiry.
 - c. The complainant may choose both options.
 - d. The complainant may choose not to report the incident.
3. Complainants have the right to confidentiality when reporting allegations of harassment, abuse, physical violence, sexual abuse or intimidation.
4. Complainants have the right to a thorough and professional investigation that protects the rights of both the accused and the accuser.
5. Complainants have the right to know that criminal sanctions include probation, fines, imprisonment or counseling.
6. Victims have the right to know that school disciplinary sanctions include probation, suspension, expulsion, counseling, termination of employment and ban from college property.
7. Complainants have the right to assistance in obtaining orders of protection, no contact orders and restraining orders by the Campus Police concerning offenses that occur on campus, when requested and when probable cause exists.
8. Complainants have the right to know that there will not be a monetary charge for filing criminal or school disciplinary complaints.
9. Complainants have the right to a prompt, fair, and impartial investigation, conducted by properly trained individuals conducted by officials who receive annual training.
10. Accusers and accused have the right to simultaneous written notification of outcome at each stage in the process.
11. Accusers and the accused both have the right to appeal code of conduct decisions.
12. Complainants have the right to assistance with accommodations regarding academic and work scheduling when requested and reasonably available; whether or not the offense was reported to law enforcement. The location of the offense does not affect this right.
13. Marion Military Institute will not allow any form of retaliation against a complainant for making an allegation of harassment, abuse, physical violence, or intimidation.

How to be an Active Bystander

Bystanders play a critical role in the prevention of sexual and relationship violence. A bystander is defined as a “individual who observes or witnesses’ conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it.” Marion Military Institute wants to promote 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 in the event we want to help. The link below provides useful information to help bystanders make informed decisions:

<https://www.nsvrc.org/bystander-intervention-online-learningopportunities>.

- If you or someone else is in immediate danger, dial 911. This could be when a person is yelling or being physically abusive toward another person 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.
- Confront people who seclude, hit on, try to make out with, or have sex with people who are incapacitated.
- Speak up when someone discusses plans to take sexual advantage of another person.
- Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.

CONFIDENTIAL REPORTING PROCEDURES

Because of the negotiated rulemaking process which followed the signing into law, the 1998 amendments to 20 U.S.C. Section 1092 (f), clarification was given to those considered to be Campus Security Authorities (CSA). Campus “Pastoral Counselors” and Campus “Professional Counselors”, when acting as such, are not considered to be a campus security authority and therefore; are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are encouraged; when they deem it appropriate, to inform persons counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics. The rulemaking committee defines counselors as:

Pastoral Counselor

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

Professional Counselor

Is an employee of an institution whose official responsibilities include providing psychological counseling to members of the institution’s community and who is functioning within the scope of his or her license or certification.

Marion Military Institute Counseling Services are located in the Bookstore and Mailroom Building (Building 33) and may be contacted by dialing extension 354 from an on-campus telephone, or (334) 683-2354 from outside the campus phone system.

SAFETY AND SECURITY AWARENESS PROGRAMS

During in-processing/orientation in August and January, students are shown how to access a copy of the Marion Military Institute Cadet Manual (referred hereafter as The Cadet Manual). The Cadet Manual is located on the MMI website at <https://www.marionmilitary.edu/cadet-life/cadet-manual.cms>. The Cadet Manual is revised and updated each year in order to remain relevant and effective in its purpose. Safety and

security procedures and services are addressed in the Cadet Manual. The outline below lists a few of these topics to name a few.

- A. Cadets at MMI have the responsibility to help contribute to the safety and security of the campus. Individuals and organizations should take reasonable precautions for the safety and well-being of all members of the MMI community.
- B. Possession of weapons by cadets is not permitted anywhere on campus. See the Firearms, Knives, Ammunition, or other Weapons subsection of the Cadet Manual.
- C. Disciplinary action will be taken for:
 - 1) The misuse of fire extinguishers or other safety equipment;
 - 2) The possession or use of ammunition, firearms, or weapons on MMI property;
 - 3) Conduct that endangers the health and safety of other persons on campus;
 - 4) Possessing, igniting, or detonating any explosive device, firework, liquid, or object, which is flammable and/or could injure persons, damage property, or disrupt campus activities.
- D. Other topics related to safety and security awareness are found the Cadet Manual. A few areas of focused interest are:
 - 1) Alcohol and Drug Awareness Program, chapter eleven (11);
 - 2) Barracks Standard Operating Procedures, (which includes Fire Safety Procedures), chapter seven (7);
 - 3) Cadet Disciplinary Procedures, chapter eight (8);
 - 4) Hazing Policy, chapter ten (10);
 - 5) Safety and Security, chapter twelve (12).

Each semester, new cadets participate in a two-week Intensive Training Cycle (ITC) program. Appendix A in the Cadet Manual describes this training in detail. Throughout this period, new students are required to learn and demonstrate their understanding of key information outlined in the Cadet Manual by reciting key points from memory and culminating in a written test prior to transferring from recruit to cadet. Additionally, designated staff presentations outline ways to maintain personal safety and residence hall security as well as the following topics: hazing, sexual harassment/assault, drug and alcohol awareness program, health/hygiene and sexually transmitted disease prevention. Students informed about crime on-campus and in surrounding neighborhoods and specific “off-limits” areas. Similar information is presented to new employees, which can be found in the Staff and Faculty Handbook. Periodically during the academic year, the Commandant’s Staff presents crime prevention and awareness sessions on sexual harassment and assault, prescription medication abuse, theft, and vandalism, as well as educational sessions on personal safety and barracks security.

A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others. In addition to these presentations, information is disseminated to students and employees through safety and security alert posters, electronic mail, posted to the electronic bulletin boards in each barracks, QM and dining facility, and verbally at Corps of Cadet formations, faculty and staff meetings, and employee “all personnel” meetings. When time is of the essence, information is released to the MMI campus community through security alerts posted prominently throughout campus, through computer memorandums sent through the institute’s electronic mail system, through Everbridge Mass Notification System, and the Telephone (611) Intercom System. Marion Military Institute does not have specific on-going crime prevention programs on personal safety and theft prevention as many traditional non-military institutions do, however; we continue to educate all cadets with the methods described as necessary and warranted.

CRIMINAL ACTIVITY OFF CAMPUS

When a Marion Military Institute cadet (student) is involved in an off-campus offense, the Officer-in-Charge, Campus Safety and Security, along with a member of the Commandant of Cadets' staff may assist with the investigation in cooperation with local, state, or federal law enforcement. The Marion Police and law enforcement agencies in surrounding municipalities routinely work and communicate with the MMI Officer-in-Charge, Campus Safety and Security (OICCSS), on any serious incidents occurring off-campus or on-campus as well as in the immediate neighborhood and business areas surrounding campus. Marion Military Institute does not have any off-campus housing or off-campus student organization facilities. While Marion Police have primary jurisdiction in all areas on-campus and off-campus, MMIs OICCSS, and Commandant Staff, can, and do respond to student-related incidents. MMIs OICCSS have direct communications with the city police, county sheriff department, fire department, and ambulance services to facilitate rapid response in any emergency.

CONSUMPTION AND POSSESSION OF ALCOHOLIC BEVERAGES

MMI Alcohol and Drug Policy and Alabama state law govern the possession, sale, or the furnishing of alcohol on the campus of Marion Military Institute. The [Alabama Department of Alcohol and Beverage Control \(ABC\)](#) controls the laws regarding the possession, sale, consumption, or furnishing of alcohol. However, the enforcement of alcohol laws on-campus is the primary responsibility of the Commandant of Cadets, the Deputy Commandant, the Trainer Advisor Counselor (TAC Officers), and the Officer-in-Charge, Campus Safety and Security. The MMI campus has been designated "Drug, Tobacco, and Alcohol Free" and only under certain circumstances is the consumption of alcohol permitted in any facility on campus. Some circumstances in which alcoholic beverages are permitted include events hosted by and/or approved by the Institute President and consumption is authorized only for non-cadets of legal age. These events are always organized and sponsored by the Institute and NOT any cadet organization or cadet athletic event. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by the MMI Commandant of Cadets, OICCSS, the Commandant's Staff, as well as the Marion Police Department and Perry County Sheriff's Department. Violators are subject to MMI disciplinary action, criminal prosecution, fine and imprisonment.

It is unlawful to sell, furnish or provide alcohol to any person under the age of 21. The possession of alcohol by anyone less than 21 years of age in a public place or a place open to the public is illegal. This prohibition also applies to the MMI Golf Course, includes possession of empty containers, and is a violation of the MMI Drug and Alcohol Policy (a Category II offense) under the disciplinary rules and regulations outlined in The Cadet Manual. Cadets who are 21 years of age or older are permitted by state law to consume alcohol, but ONLY when off campus and NOT in uniform. Cadets suspected of alcohol abuse may be subject to an approved alcohol screening test administered by school authorities and additional actions as the circumstances dictate.

ILLEGAL DRUGS

The MMI campus has been designated "Drug free" and only under certain circumstances is the consumption of alcohol permitted (see previous section on "Consumption and Possession of Alcoholic Beverages"). The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by MMI staff, faculty, and administration. Violators are subject to Institute disciplinary action, criminal prosecution, fine and imprisonment.

A violation of any law regarding alcohol and/or drugs is also a violation of the Institute's Cadet Manual (Student Code of Conduct) and will be treated as a separate disciplinary matter

ALCOHOL AND SUBSTANCE ABUSE EDUCATION

PREVENTION PROGRAMS

The Institute has developed a program to prevent the illicit use of drugs and the abuse of alcohol by students and employees. The program provides services related to drug use and abuse including dissemination of informational materials, educational programs, counseling services, referrals, and disciplinary actions. However, many educational services are available from other areas of the institution. These include:

Alcohol and Drug Education: Cadet Health Center, Human Resources.

Counseling Services: Director of Counseling Services, Transfer Services Coordinator, Cadet Health Center Nurse.

Referral Services: Director of Counseling Services, Transfer Services Coordinator, Commandant's Staff.

Disciplinary Actions: Commandant's Office, Cadet Honor Council.

LOCAL, STATE & FEDERAL LEGAL SANCTIONS

Legal Sanctions – Laws Governing Alcohol

The State of Alabama sets 21 as the minimum age to purchase or possess any alcoholic beverage. Specific ordinances regarding violations of alcohol laws, including driving while intoxicated, are available from the [Alcohol Policy Information System](#).

CADET EDUCATION OBJECTIVES (excerpt from the MMI Cadet Manual)

MMI offers drug, including alcohol, education to cadets. Drug education includes the distribution of information about types and possible effects of drugs, legal sanctions under local, State and Federal law, and available counseling services.

- A. Types of Drugs and Possible Effects
 - 1. Stimulates speed up actions of the central nervous system.
 - a) Amphetamines may cause hallucinations. Tolerance, psychological, and sometimes-physical dependence can develop. Continued high doses can cause heart problems, malnutrition, or death.
 - b) Cocaine may cause confusion, depression, and hallucinations. Tolerance and physical dependence can develop. Effects are unpredictable convulsions, coma, and death. Nasal membranes may be destroyed.
 - 2. Depressants relax the central nervous system. Barbiturates, Tranquilizers, and Methaqualone may cause confusion and loss of coordination. Tolerance, physical and psychological dependence can develop. An overdose can cause coma and death. Depressants taken in combination with alcohol are especially dangerous.
 - 3. Cannabis alters mood and perception. Marijuana and Hashish may cause confusion and loss of coordination. Long-term use may cause moderate tolerance and physical dependence.

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4. Hallucinogens temporarily distort reality.
 - a) Lysergic Acid Diethylamide (LSD) may cause hallucinations and panic. Effects may recur ("flashbacks") even after use is discontinued.
 - b) Phencyclidine (PCP) may cause depression, hallucinations, confusion, and irrational behavior. Tolerance develops. An overdose can cause convulsion, coma, and death.
 - c) Mescaline, MDA, DMT, STP, and Psilocybin. "Designer Drugs" have effects similar to LSD.
 5. Narcotics increase pain tolerance. Heroin, Morphine, Codeine, and Opium may cause lethargy, apathy, loss of judgment and self-control. Tolerance and physical and psychological dependence can develop. An overdose can cause convulsions, coma, and death. Risks of use include malnutrition, infection, and hepatitis.
 6. Deliriums cause mental confusion. Aerosol Products, Lighter Fluid, Paint Thinner, Amyl Nitrate and Other Inhalants may cause loss of coordination, confusion, and hallucinations. An overdose can cause convulsions and death. Psychological dependence can develop. Permanent damage to the lungs, brain, liver, and bone marrow may result.
 7. Alcohol is a powerful depressant. Long-term, heavy drinking is linked to cancer, heart and liver damage, and other serious illnesses. Tolerance and physical and psychological dependence can develop. Even small amounts affect judgment, reaction time, and depth perception.
- B. Legal Sanctions Under Local, State, and Federal Law for the unlawful possession or distribution of illicit drug and alcohol beverages may include:
1. Possession, use, or distribution of alcoholic beverages
 - a) It is unlawful for persons under twenty-one years of age to purchase, consume, possess, or transfer alcoholic beverages within the State of Alabama. Penalties for conviction of such charges may include confinement.
 - b) Public intoxication, driving under the influence of alcohol or the unlicensed sale of alcoholic beverage is also unlawful. Penalties for such convictions may include suspension of driver's license, requirement to complete alcohol rehabilitation program, fines, community service, and confinement.
 2. Possession of controlled or illicit drugs.
 - a) Possession of a small amount of marijuana for personal use is a misdemeanor punished by a prison sentence up to one year or a fine of up to \$2,000 or both.
 - b) Possession of marijuana for other than personal use or a second conviction for personal use only is a felony punishable by a prison sentence of at least one but not more than ten years or a fine of up to \$5,000 or both.
 - c) Possession of more than 2.2 pounds of marijuana is considered "drug trafficking" punishable by a minimum prison sentence of three years and a fine of at least \$25,000.
 3. Sale of controlled or illicit drugs.

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- a) Sale of any controlled substance (e.g., Adderall, Ritalin) is a felony punishable by a prison term of two to twenty years or a fine of up to \$10,000 or both.
- b) Sale or distribution (even for no charge) of a controlled substance by a person over the age of 18 is a felony punishable by prison term of ten years to life imprisonment or a fine of up to \$20,000 or both.
- c) Sale of large amounts of drugs is considered "drug trafficking" punishable by a prison term of at least three years and fines from \$50,000 to \$500,000.
- d) Sale or distribution (even for no charge) of a controlled substance within three miles of any school (including college) is punishable by a mandatory sentence of five years in addition to the penalties listed above.

C. Controlled Substances Information

1. Use

a) Narcotics

Drugs/CSA Scheduled	Trade or Other Names	Medical Uses	Dependence	
			Phys.	Psys.
Opium (II, III, IV)	Dover's Powder Paregort Parapectol	Analgesic Antidiarrheal	High	High
Morphine (II, III)	Morphine MS-Contin Roxanol Roxanol, SR	Analgesic Antitussive	High	High
Codeine (II, III, IV)	Tylenol w/codeine Emprin w/codeine Robitussin AC	Analgesic Antitussive	Mod	Mod
Heroin (I)	Desetyimorphine Horse Smack	None	High	High
Hydronorphone (II)	Dilaudid	Analgesic	High	High
Meperidine (Pethidine) (II)	Demerol Mepergan	Analgesic	High	High
Methadone (II)	Dolophine Methadone Methadose	Analgesic	High	High/Low
Other Narcotics (I, II, III, IV, V)	Numorphan Percodan Persocet Tylox Tussionex Pentanyl Lonitil Talwin	Analgesic Antidiarrheal Antitussive	High/Low	High/Low

b) Depressants

Drugs/CSA Scheduled	Trade or Other Names	Medical Uses	Dependence	
			Phys.	Psys.
Opium (II, III, IV)	Dover's Powder Paregort Parapectol	Analgesic Antidiarrheal	High	High
Morphine (II, III)	Morphine MS-Contin Roxanol Roxanol, SR	Analgesic Antitussive	High	High
Codeine (II, III, IV)	Tylenol w/codeine	Analgesic	Mod	Mod

	Emprin w/codeine Robitussin AC	Antitussive	
Heroin (I)	Desetyimorphine Horse Smack	None	High High
Hydronorphone (II)	Dilaudid	Analgesic	High High
Meperidine (Pethidine) (II)	Demerol Mepergan	Analgesic	High High
Methadone (II)	Dolophine Methadone Methadose	Analgesic	High High/Low
Other Narcotics (I, II, III, IV, V)	Numorphan Percodan Persocet Tylox Tussionex Pentanyl Lonitol Talwin	Analgesic Antidiarrheal Antitussive	High/Low High/Low

c) Stimulants

Drugs/ CSA Scheduled	Trade or Other Names	Medical Uses	Dependence	
			Phys.	Psys.
Cocaine (II)	Coke Flake Snow Crack	Local Anesthetic	Poss	High
Amphetamines (II)	Biphetamine Delcobese Desoxyn Dexedrine Obetrol	Attention Deficit Disorder Narcolepsy Weight Control	Poss	High
Phenmetrazine (II)	Preludin	Weight Control	Poss	High
Methylphenidate (II)	Ritalin Adderol	Attention Deficit Disorder	Poss	High
Other Stimulants (III, IV)	Adipex Cytart Didrex Ionamin Sanorex Tenuate Teparil Perlu-2	Weight Control	Poss	High

d) Cannabis

Drugs CSA Scheduled	Trade or Other Name	Medical Uses	Dependence	
			Phys.	Psys.
Marijuana (I)	Pot Acapulco Gold Grass Reefer Sinsemilla Thai Sticks	None	Unknown	Mod
Tetrahydro-Cannabinol (I, II)	THC Marinol	Cancer Chemotherapy Anti-Nausea	Unknown	Mod
Hashish (I)	Hash	None	Unknown	Mod
Hashish Oil	Hash Oil	None	Unknown	Mod

e) Hallucinogens

Drugs CSA Scheduled	Trade or Other Name	Medical Uses	Dependence	
			Phys.	Psys.
LSD (I)	Acid Microdot	None	None	Unknown
Mescaline/Peyote	Mexc Buttons Cactus	None	None	Unknown
Amphetamine	2.5 DMA	None	Unknown	Unknown

	PMA STP MDA MDMA TMA DCM COB		
Phencyclidine (II)	PCE Angel Dust Hog	None	Unknown High
Phencyclidine (II) Analogues	PCE CPCY TCP	None	Unknown High
Other Hallucinogens (I)	Bufotenine Ibogaine DMT DET Psilocbin Psilocyn	None	None Unknown

2. Effects

a) Narcotics

Drugs/ CSA Scheduled	Tolerance	Duration (Hours)	Usual Method of Administration
Opium (II, III, IV)	Yes	3 – 6	Oral/Smoked
Morphine (II, III)	Yes	3 – 6	Oral/Smoked/Injected
Codeine (II, III, IV)	Yes	3 – 6	Injected/Sniffed/ Smoked
Heroin (I)	Yes	3 – 6	Oral/Injected
Hydronorphone (II)	Yes	3 – 6	Oral/Injected
Meperidine (Pethidine) (II)	Yes	3 – 6	Oral/Injected
Methadone (II)	Yes	12 – 24	Oral/Injected
Other Narcotics (I, II, III, IV, V)	Yes	Varied	Oral/Injected

- 1) Possible Effects. Euphoria, drowsiness, respiratory, depression, constricted pupils, and nausea.
- 2) Effects of Overdose. Slow and shallow breathing, clammy skin, convulsions, coma, and possible death.
- 3) Withdrawal Syndrome. Watery eyes, runny nose, yawning, loss of appetite, tremors, panic, cramps, nausea, chills, and sweating.

b) Depressants

Drugs/ CSA Scheduled	Tolerance	Duration (Hours)	Usual Method of Administration
Chloral Hydrate (IV)	Yes	5 – 8	
Barbiturates	Yes	1 – 16	
Barzodiazepines	Yes	4 – 8	
Methaqualone (I)	Yes	4 – 8	
Gluthimide (II)	Yes	4 – 8	
Other Depressants (III, IV)	Yes	4 – 8	

- 1) Possible Effects. Slurred speech, disorientation, and drunken behavior without odor of alcohol.
- 2) Effects of Overdose. Shallow respiration, clammy skin, dilated pupils, weak and rapid pulse, coma, and possible death.

- 3) Withdrawal Syndrome. Anxiety, insomnia, tremors, delirium, convulsions, and possible death.

c) Stimulants

Drugs/ CSA Scheduled	Tolerance	Duration (Hours)	Usual Method of Administration
Cocaine (II)	Yes	1 – 2	
Amphetamines (II)	Yes	2 – 4	
Phenmetrazine (II)	Yes	2 – 4	
Methylphenidate	Yes	2 – 4	
Other Stimulants (III, IV)	Yes	2 – 4	

- 1) Possible Effects. Increased alertness, excitation, euphoria, increased pulse rate and blood pressure, insomnia, and loss of appetite.
- 2) Effects of Overdose. Agitation, increase in body temperature, hallucinations, convulsions, and possible death.
- 3) Withdrawal Syndrome. Apathy, long periods of sleep, irritability, depressions, and disorientation.

d) Cannabis

Drugs/ CSA Scheduled	Tolerance	Duration (Hours)	Usual Method of Administration
Marijuana (I)	Yes	2 – 4	Smoked/Oral
Tetrahydro-Cannabinol (I, II)	Yes	2 – 4	Smoked/Oral
Hashish (I)	Yes	2 – 4	Smoked/Oral
Hashish Oil	Yes	2 – 4	Smoked/Oral

- 1) Possible Effects. Euphoria, relaxed inhibitions, increased appetite, and disoriented behavior.
- 2) Effects of Overdose. Fatigue, paranoia, and possible psychosis.
- 3) Withdrawal Syndrome. Insomnia, hyperactivity, and occasional decreased appetite.

e) Hallucinogens

Drugs/ CSA Scheduled	Tolerance	Duration (Hours)	Usual Method of Administration
LSD (I)	Yes	8 – 12	
Mescaline/Peyote	Yes	8 – 12	
Amphetamine	Yes	Varied	
Phencyclidine (II)	Yes	Days	
Phencyclidine (II) Analogues	Yes	Days	
Other Hallucinogen (I)	Possible	Varied	

- 1) Possible Effects. Illusions or hallucinations and poor perception of time and distance.
- 2) Effects of Overdose. Longer more intense “trip” episodes, psychosis, and possible death.

- 3) Withdrawal Syndrome. Withdrawal syndrome not reported.

ONLINE EDUCATIONAL RESOURCES

Numerous resources on the internet provide useful information for students, staff, administration, and parents regarding alcohol and drug abuse programs. The following are just a few resources:

- Alcohol Abuse Prevention <http://alcoholfacts.org>
- American Council for Drug Education <http://www.acde.org>
- National Institute on Drug Abuse <http://www.nida.nih.gov>
- U.S. Department of Health and Human Services <http://www.samhsa.gov/prevention>

A violation of any law regarding alcohol and/or drugs is also a violation of the Institute's Cadet Manual (Student Code of Conduct) and will be treated as a separate disciplinary matter

SEX OFFENSES

Definition:

The FBI's National Incident-Based Reporting System (NIBRS) edition of the Uniform Crime Report (UCR) defines a sex offense in general as *any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.*

SEXUAL ASSAULT PREVENTION AND RESPONSE

Marion Military Institute educates the student community about sexual assault and date rape throughout the year during our mandatory Honor and Respect Program. This program hosts guest speakers on a variety of topics to include those addressed in this report. The MMI Title ix Coordinator briefs the entire campus on Sexual Assault Prevention. Literature on date rape education and risk reduction is available through the Director of Counseling Services and the Title IX Coordinator.

If you are a victim of a sexual assault at this institution, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. The Officer-in-Charge, Campus Safety and Security strongly encourages a victim of sexual assault report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to the Officer-in-Charge, Campus Safety and Security, Director, Cadet Health Center, Officer-in-Charge, Campus Security Authorities (CSA), Title IX Coordinator, and/or a Teach, Advise, Counsel (TAC) Officer. Filing a report with the Campus Safety and Security Office will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from officers. Filing a report will:

- ensure that a victim of sexual assault receives the necessary medical treatment and tests, at no expense to the victim,
- provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam),

- assure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

When a sexual assault victim contacts the Campus, Safety and Security Office, appropriate local law enforcement authorities will be notified as well as the Director, Cadet Health Center (on campus dial 378 and off-campus dial 334-683-2378, the Title IX Coordinator (on campus dial 368 and off-campus dial 334-683-2368), and the Director of Counseling Services (on campus dial 354 and off-campus dial 334-683-2354). The victim of a sexual assault may choose to have an investigation conducted through the criminal justice system and the Commandant's Office, or only the latter. The Director of Counseling Services and/or Title IX Coordinator will guide the victim through available options and support the victim in his or her decision. Additional counseling and support services are available through local and regional support services. MMI disciplinary proceedings, as well as detailed guidelines regarding sexual assault, sexual misconduct, and sexual harassment can be referred to in the [*MMI Cadet Manual*](#). On the next page of this report, you will find the exact pages of the Cadet Manual addressing this topic for your convenience.

A student found guilty of violating these policies may be criminally prosecuted in the state courts and would; therefore, be dismissed or expelled from the Institute. MMI *will* change a student victim's academic and/or living situations after an alleged sex offense, when the options for those changes are requested by the victim and are reasonably available. Furthermore, disciplinary procedures permit the accuser and the accused the same entitlements to include having others present during a disciplinary proceeding. The accuser and accused will be informed of the outcome of any institutional disciplinary proceeding alleging a sex offense. Final determination of a sex offense disciplinary proceeding will impose sanctions in accordance with other disciplinary actions imposed (see chapter eight in the *MMI Cadet Manual*).

SEXUAL ASSAULT, SEXUAL HARRASSMENT, DOMESTIC VIOLENCE, DATING VIOLENCE, STALKING, AND SERIOUS INCIDENT REPORTING

A. SEXUAL ASSAULT

MMI is committed to creating a community, which promotes the mutual respect of its members and is supportive of students and employees who are subject to sexual assault. Rape is an offense that is committed against both men and women.

Definition

Sexual assault is defined as any form of sexual contact without the consent of all parties involved to include:

- 1) Sexual intercourse committed by physical force, coercion, threat or intimidation, actual or implied by a person, persons known, or unknown to the victim.
- 2) Attempted intercourse, sexual contact, or physical force of a threatening nature, expressed or implied, that places a person in fear of immediate death or physical injury known or unknown to the victim.
- 3) All other forms of sexual misconduct, which violate state and/or federal law now or subsequently in effect including, but not limited to, conduct defined as rape, sodomy, sexual abuse or sexual contact to include conduct contributing to the delinquency of a minor. A person may be deemed not to have knowingly and voluntarily consented if, at the time of the offense, the person is incapable of giving consent because of mental incapacitation, physical impairment, alcohol or drug consumption, or loss of consciousness. **To clarify, in some states, even if the "victim" consents to sexual intercourse, the act may still constitute rape if he/she is under the influence of alcohol or illegal drugs even if freely taken.**

B. DOMESTIC VIOLENCE

MMI has a moral obligation to the Corps of Cadets, staff and faculty to provide an environment that is free of domestic violence. Domestic violence will not be tolerated or condoned. Violation of this policy will result in disciplinary action up to and including dismissal or termination when involving employees of MMI. Domestic Violence is an offense that is committed against both men and women.

Definition

Domestic Violence means a “felony or misdemeanor crime of violence committed by –

- 1) a current or former spouse or intimate partner of the victim,
- 2) a person with whom the victim shares a child in common,
- 3) a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner,
- 4) a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies (under VAWA), or
- 5) 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.”

C. DATING VIOLENCE

MMI has a moral obligation to the Corps of Cadets, staff and faculty to provide an environment that is free of dating violence. Dating violence will not be tolerated or condoned. Violation of this policy will result in disciplinary action up to and including dismissal or termination when involving employees of MMI. Dating violence is an offense that is committed against both men and women.

Definition

Dating violence means “violence committed by a person –

- 1) who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- 2) where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - a) the length of the relationship;
 - b) the type of relationship; and
 - c) the frequency of interaction between the persons involved in the relationship.”

D. STALKING

MMI has a moral obligation to the Corps of Cadets, staff and faculty to provide an environment that is free of stalking. Stalking will not be tolerated or condoned. Violation of this policy will result in disciplinary action up to and including dismissal or termination when involving employees of MMI. Stalking is an offense that is committed against both men and women.

Definition

Stalking means “engaging in a course of conduct directed at a specific person that would cause a reasonable person to –

- 1) **fear for his or her safety or the safety of others; or**
- 2) **suffer substantial emotional distress.”**

E. STALKING

MMI has a moral obligation to the Corps of Cadets, staff and faculty to provide an environment that is free of sexual harassment. Sexual harassment will not be tolerated or condoned. Violation of this policy will result in disciplinary action up to and including dismissal or termination when involving employees of MMI. Sexual harassment is an offense that is committed against both men and women.

Definition

For general purposes, sexual harassment is defined as unwelcomed or unwanted sexual advances or conduct be they verbal, visual, or physical in nature. Harassment occurs when submission to or rejection of this conduct is used as a basis for decisions affecting a cadet’s standing, reputation, evaluation, position or promotion. It also occurs when unwelcomed sexual conduct interferes or creates an intimidating hostile or offensive working, or learning environment for cadets, staff, or faculty.

Examples of sexual harassment include, but are not limited to the following:

- 1) direct or implied demands for sexual favors in exchange for preferential treatment
- 2) sexual flirtations
- 3) propositions
- 4) repeated sexual teasing
- 5) joking
- 6) touching
- 7) pinching
- 8) leering
- 9) whistling
- 10) brushing against another’s body
- 11) assault or forced sexual acts
- 12) verbal abuse of a sexual nature such as:
 - commenting about an individual’s body sexual prowess
 - desires or deficiencies
 - displaying objects, drawings, or photographs that are sexual in nature
 - offense in language or gestures

Sexual harassment, whether committed by a student, employee, or non-employee, is unacceptable behavior at MMI on or off campus and will be dealt with by the President. **Consequences will be serious!**

Incidents Involving Sexual Harassment

MMI encourages any cadet who believes that he/she is being sexually harassed, regardless of who the offender is, to firmly address the offender stating that the behavior is offensive and unacceptable. This confrontation permits an informal resolution. In situations where a cadet is subordinate or direct confrontation is ineffective or unlikely given the circumstances, the cadet should immediately, without hesitation, report the incident to the President, the Executive Vice President, the Commandant of Cadets, Director of Counseling, the Title IX Coordinator, the Dean for Academic Instruction, a Campus Security Authorities (CSA), or TAC.

Any cadet who feels he/she has been sexually harassed or is currently being harassed, should, in writing, document the offensive behavior in order to support allegations. This documentation should include the date, location, frequency, witnesses and details of the harassment. Confidentiality is necessary to protect the cadet who is reporting sexual harassment from intimidation, retribution, or discrimination from any other cadet who has knowledge of the harassment, and to protect the cadet, and the cadet's standing and reputation from being wrongly charged with sexual harassment. Any cadet who assists in coercion, retaliation or discriminating behavior against any cadet for reporting the incident or for assisting in an investigation is subject to the same discipline as the harassing cadet.

F. Reporting Process

MMI strongly encourages individuals to report sexual assaults, domestic violence, dating violence, or stalking to the appropriate authorities and officials. Reporting these crimes is the only way that action can be taken against the alleged attacker. Students may report their concerns to the President, the Executive Vice President, the Commandant of Cadets, TAC, the Director of Counseling, the Title IX Coordinator, a Campus Security Authorities (CSA), or the Dean for Academic Instruction. Upon the person's request, these officials or their designees will assist in notifying proper law enforcement officers. In any case, the President will be notified immediately. Students are entitled to Restricted or Unrestricted reporting.

- 1) Restricted reporting is when the victim elects to not disclose information about the alleged perpetrator. The victim will not be coerced or pressured into providing information about the alleged perpetrator. The institution and all agencies and organizations are required to comply with the victim's request, and the victim is providing every opportunity to maintain the issue in confidence.
- 2) Unrestricted reporting is when the victim willfully elects to report and disclose the events of the assault. The institution and all agencies and organizations are authorized to actively pursue strategies to identify and apprehend those involved in the attack.

G. Medical and Counseling Support Services

It is very important to obtain immediate medical care following a sexual assault, domestic violence, dating violent, or stalking to provide for the victim's well-being and to document, collect, and properly preserve physical evidence. Individuals should seek medical care immediately, whether or not the crime is reported. In addition to care of obvious injuries, medical attention is needed to protect the victim from sexually transmitted diseases or the possibility of pregnancy.

H. Action. If a victim of any of these crimes, take the following steps:

- 1) Get to a safe place immediately. After experiencing a traumatizing event such as rape, it is important to find a place where you feel comfortable and safe from harm. This location could be a friend's room, the police station, or the local hospital.
- 2) Call the police as soon as possible. If you are on campus and call 9-911, the local police will come to the Guardhouse. If you are off campus and call 911, the local police will respond to your call. By calling the police, you are reporting the crime that was committed against you, as well as seeking the protection of the police.
- 3) Call someone who can be with you. If you do not want to call a friend to accompany you to the hospital or police station, call the TAC, the Title IX Coordinator, the Cadet Health Center Nurse, the Director of Counseling, or a faculty or staff member.
- 4) Preserve all physical evidence. If possible, do not bathe, douche, eat, drink, smoke, urinate, brush your teeth, or change your clothes. Do not disturb anything in the area where the assault

occurred. If you have changed your clothes, take the clothes you were wearing at the time of the rape to the hospital in a bag.

- 5) Seek medical attention. You may have sustained injuries from the attack or contracted a sexually transmitted disease. Therefore, the sooner you seek medical attention the better. The Cadet Health Center (CHC) will be able to assist you with making appointments. During non-business hours or for the purpose of evidence collection, the local hospital emergency room is preferred. Emergency room personnel can treat you for not only injuries and sexually transmitted diseases, but also can administer a Physical Evidence Recovery Kit (PERK), which gathers the physical evidence in the event criminal and/or civil charges are filed.
- 6) Seek follow-up counseling. Whether or not you report the assault or prosecute, a trained counselor can help deal with the emotional trauma of an assault.

I. MMI Disciplinary Procedures

In addition to charges being brought in criminal or civil court, MMI will seek recourse through the MMI disciplinary process. To bring charges of sexual battery or rape against another cadet, domestic violence, dating violence, or stalking, a cadet must initiate the process by contacting the President, the Executive Vice President, the Commandant of Cadets, the Director of Counseling, the Title IX Coordinator, the Dean for Academic Instruction, or TAC. If the accused is found guilty of the alleged sex offense dismissal or expulsion from MMI will occur.

J. INCIDENT REPORTING PROCEDURES

MMI's Incident Reporting Program uses a robust educational program and a straightforward policy to address issues both before and after incidents. All cadets receive training regarding reporting procedures. Official procedures exist for reporting offenses involving MMI cadets, faculty, staff, or visitors whether the incident occurs on or off campus. The purpose of this Manual is to supplement these, specifically addressing reporting, investigative, and disciplinary procedures concerning serious incidents.

MMI takes seriously the issue of campus safety, and is committed in its efforts to ensure all remain safe and secure. To do so requires not just the efforts of the Commandant of Cadets' office, but the cooperation and understanding of the entire campus community. All crimes or suspicious activities should be reported promptly so that an immediate assessment of the situation can be made and appropriate follow-up measures taken. Students, faculty, staff, visitors, and witnesses are encouraged to immediately report any violation of the laws, regulations, rules, or policies that govern MMI to the:

- Commandant of Cadets during normal working hours,
- OC, Commandant of Cadets, or Deputy Commandant of Cadets after normal working hours including weekends,
- Campus Response Team (CRT) members during normal working hours,
- School counselor during normal working hours, or
- Law Enforcement Agencies (LEA) anytime, if such emergency assistance is needed.

All non-academic complaints, regardless of their nature, will initially be directed to the Commandant of Cadets for action based on the nature of the offense and will be acknowledged within 24 hours of receipt. Serious complaints involving bullying, intimidation, hazing, sexual harassment, sexual assault, or other issues of the campus community's safety and security will be addressed immediately, regardless of the date, time, or location of the incident. All other non-academic complaints, less those which involve a breach of the MMI Honor Code, will be adjudicated through the Commandant's Office within 10 days of receipt. The Commandant's Office works with a full range of city, county, and state emergency resources to ensure a complete and timely response to all incidents appropriately.

The investigation of incidents and subsequent disciplinary action follow procedures outlined below:

- The accuser must submit orally and in writing their complaint to the office of the Commandant of Cadets, CRT, faculty, staff, school counselor, cadet chain of command, witnesses, or Law Enforcement Agency within 3 days of the alleged incident. The Commandant of Cadets, or the OC after normal working hours, will ensure safety, security, and privacy of all parties as soon as possible. (the proper Law Enforcement Agency will be advised, if appropriate to the situation). Although extreme emergency situations may not allow for timely recording of accusations, all must eventually be recorded. This may be accomplished in written, video, or audio form.
- A Preliminary Inquiry (PI) will be conducted, normally by a member of the Commandant's staff within 3 days, to determine whether the case meets the Serious Incident status or that of a lesser offense.
- The Commandant of Cadets will brief the President and/or Executive Vice-President concerning the specifics of the case. If the President (or Executive Vice-President) deems the threshold for Serious Incidents has been breached, an Investigating Officer (IO) will be assigned.
 - 1.
- The Investigating Officer will have 30 days to investigate the incident. The IO will meet with all parties and witnesses and obtain written statements from each of them. The IO will compile a report of the incident to present to the President or Executive Vice-President.
 - 2.
- The IO will report his/her findings to the President (or Executive Vice-President). If the findings are deemed legitimately serious, the case will be adjudicated by the President or Executive Vice-President within 5 days. If the case is determined to be legitimate, but not as serious as originally believed, it will be forwarded to the Commandant of Cadets for action. If the case is found not to have validity, it will be dismissed. Legitimately serious offenses not already reported to the appropriate Law Enforcement Agency will be done so as appropriate.
 - 3.
- If the President and/or Executive Vice-President does not deem the threshold for Serious Incidents has been breached, the Commandant of Cadets will adjudicate the case within 10 days.
 - 4.
- The Commandant of Cadets or his/her representative will meet with all parties involved and an informal hearing will be conducted.
 - 5.
- All parties involved will be permitted to provide witnesses and/or resources to speak on their behalf. The Commandant of Cadets will make a final decision after the informal hearing.
 - 6.
- The President (or Executive Vice-President) will notify the Alabama Department of Postsecondary, as appropriate.
 - 7.
- The Commandant of Cadets will ensure all state and federal reporting requirements are met. The case will be closed at the conclusion of the adjudication and filing of reports. Questions concerning these matters should be addressed to the Commandant of Cadets.

Incident Reporting Form. A copy of the [Incident Reporting Form](#) can be found in the Cadet Forms section under Cadets on the MMI website (www.marionmilitary.edu).

Risk Reduction

With no intent to victim blame and recognize 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).

Protection from Abuse Orders

Marion Military Institute complies with Alabama law in recognizing protection from abuse orders. Any member of the campus community that obtains such order should notify the Department of the Commandant's staff (334-683-2322). The Department of the Commandant's staff will assist the complainant with developing a plan to reduce the risk of harm to the complaint while on campus or traveling to and from campus. Should you need assistance in obtaining a protection from abuse order, please see any member of the Department of the Commandant's staff or Campus Security.

SEX OFFENDERS

ADVISING THE CAMPUS COMMUNITY ABOUT SEX OFFENDERS

In accordance to the "Campus Sex Crimes Prevention Act" of 2000, this amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act. The Jeanne *Clery Act* and the Family Educational Rights and Privacy Act of 1974, the Marion Military Institute Office of Campus Safety and Security is providing a link to the [Alabama Department of Public Safety Sex Offender Registry](http://www.alabamapublicsafety.com/sex-offender-registry). This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice of each institution of higher education in that State at which the person is employed, carries a vocation, or is a student. In the state of Alabama, the offenders are responsible for notifying local law enforcement of any changes in residency or employment. Each year, during the offender's birth month and six months after a form is mailed from the Alabama Bureau of Investigation (ABI) office to the last known address of the offender. Local law enforcement staff registers the offenders and forwards the information to ABI for entry into the ABI state repository.

Additionally, institutions of higher education ARE required to inform the campus community where sex offender information can be *accessed*, however; the institution is NOT required to disseminate sex offender information throughout the community. The intention of this requirement is to afford our campus community the same availability of information about registered sex offenders, as they would have in their home communities under Megan's Law. This information can be accessed at <http://www.criminalcheck.com/>. The zip code to search is 36756.

WHAT ABOUT FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA) AS IT RELATES TO SEX OFFENDER INFORMATION?

The Federal Educational Rights and Privacy Act does not prohibit an educational institution from disclosing information about registered sex offenders without prior written consent or other consent from the individual.

HATE CRIMES

Current regulations require the reporting and data collection include hate crimes. This information must include, by geographic location and by category of prejudice, any of the reportable offenses, **and any**

other crime involving bodily injury reported to the Officer-in-Charge, Campus Safety and Security and to the Marion Police Department, that manifests evidence that the victim was intentionally selected or targeted because of the perpetrator's bias. The categories and definitions of bias are:

- **Race.** *A preformed negative attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features, etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind, e.g., Asians, blacks or African Americans, whites.*
- **Religion.** *A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, e.g., Catholics, Jews, Protestants, atheists.*
- **Sexual Orientation.** *A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation.* Sexual Orientation is the term for a person's physical, romantic, and/or emotional attraction to members of the same and/or opposite sex, including lesbian, gay, bisexual, and heterosexual (straight) individuals.
- **Gender.** *A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.*
- **Gender Identity.** *A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals.* Gender non-conforming describes a person who does not conform to the gender-based expectations of society, e.g., a woman dressed in traditionally male clothing or a man wearing makeup. A gender non-conforming person may or may not be a lesbian, gay, bisexual, or transgender person but may be perceived as such.
- **Ethnicity.** *A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry.* The concept of ethnicity differs from the closely related term "race" in that "race" refers to a grouping based mostly upon biological criteria, while "ethnicity" also encompasses additional cultural factors.
- **National Origin.** *A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.* This bias may be against people that have a name or accent associated with a national origin group, participate in certain customs associated with a national origin group, or because they are married to or associate with people of a certain national origin.
- **Disability.** *A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.*

Classifying a crime as a Hate Crime is sometimes difficult. The *Clery Act* regulations require institutions to classify hate crimes according to the Federal Bureau of Investigation's (FBI's) *Uniform Crime Reporting Hate Crime Data Collection Guidelines* and *Training Guide for Hate Crime Data Collection*. The following information is taken from those publications.

- While there are many additional types of bias, the types of bias motivation to be disclosed for *Clery Act* purposes are limited to specific types.

- Before an incident can be classified as a hate crime, sufficient objective facts must be present to lead a reasonable and prudent person to conclude that the offender's actions were motivated, in whole or in part, by bias. While no simple fact may be conclusive, facts such as the following, particularly when combined, are supportive of a finding of bias:
 - a. The offender and the victim were of a different race, religion, disability, sexual orientation, ethnicity, national origin, gender or gender identity. For example, the victim was African American and the offender was white.
 - b. Bias-related oral comments, written statements or gestures were made by the offender, that indicate the offender's bias. For example, the offender shouted a racial epithet at the victim.
 - c. Bias-related drawings, markings, symbols or graffiti were left at the crime scene. For example, a swastika was painted on the door of a synagogue, anti-Islamic statements on the wall of a mosque, or anti-gay graffiti on the door of an LGBTQ center.
 - d. Certain objects, items or things which indicate bias were used. For example, the offenders taped a photo of a burning cross to the door of an African American student's dorm room.
 - e. The victim is a member of a racial, religious, disability, sexual orientation, ethnicity, national origin, gender or gender identity group that is overwhelmingly outnumbered by other residents in the student housing facility where the victim lives and the incident took place. This factor loses significance with the passage of time (i.e., it is most significant when the victim first moved into the facility, and becomes less and less significant as time passes without incident).
 - f. Several incidents occurred in the same location at or about the same time, and the victims were all of the same race, religion, disability, sexual orientation, ethnicity, national origin, gender or gender identity.
 - g. A substantial portion of the campus community where the crime occurred perceived that the incident was motivated by bias.
 - h. The victim was engaged in activities related to his or her race, religion, disability, sexual orientation, ethnicity, national origin, gender or gender identity. For example, the victim was a member of the National Association for the Advancement of Colored People (NAACP) or participated in an LGBTQ Pride celebration.
 - i. The incident coincided with a holiday or a date of particular significance relating to a race, religion, disability, sexual orientation, ethnicity, national origin, gender or gender identity, e.g., Martin Luther King Day, Rosh Hashanah or the Transgender Day of Remembrance.
 - j. The offender was previously involved in a similar Hate Crime or is a hate group member.
 - k. There were indications that a hate group was involved. For example, a hate group claimed responsibility for the crime or was active on the campus.
 - l. A historically established animosity existed between the victim's and the offender's groups.
 - m. The victim, although not a member of the targeted racial, religious, disability, sexual-orientation, ethnic, national origin, gender or gender identity group, was a member of an advocacy group supporting the precepts of the victim group.

EMERGENCY RESPONSE AND EVACUATION PROCEDURES

The number one priority of every member of the faculty, administration, and staff at MMI is to ensure a safe and healthy environment for cadets (students) to learn and live. Alert systems and general communication resources in the event of a crisis or emergency affecting the campus at MMI is the combined responsibility of every person available to take immediate action. MMI has procedures to notify immediately the campus and surrounding community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus. The Commandant of Cadets has oversight of Campus Safety and Security and has primary responsibility in issuing timely notifications. However, issuing timely notification of a dangerous situation or an immediate threat is also a shared responsibility of the Campus Emergency Response Team (CERT). This team is comprised of the following:

- President
- Executive Vice President
- Academic Dean
- Commandant of Cadets
- Deputy Commandant of Cadets
- Officer-in-Charge, Campus Safety and Security
- Business Officer
- Superintendent of Buildings and Grounds
- Public Information Officer
- Director of Information Technology

NOTIFICATION PROCESS

The institution will, without delay (taking into account the nature of the situation with safety of personnel and facilities as priority), determine the content of the notification and initiate notification, unless such notification compromises the efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency. If a situation warrants notification of the community-at-large, the Public Information Officer will make immediate notification through systems outlined below. Anyone witnessing an accident, suspicious activity, intruder, act of violence, or any other serious incident should immediately communicate all pertinent information to the Office of the Commandant and/or Guardhouse by the fastest means available. The Commandant, Officer-in-Charge, Campus Safety and Security, or member of the Commandant's staff, in the professional judgment of responsible authorities, will immediately set in motion first response actions as appropriate for each type of incident. The Institution's Campus Safety and Security Manual outlines specific response procedures for a number of incidents. The President, upon recommendation from the Commandant or Officer-in-Charge, Campus Safety and Security, will determine if the Campus Emergency Response Team (CERT) requires activation and designates the location of an Emergency Operations Center (EOC).

UNEXPECTED DISASTER OR INCIDENT

Anyone witnessing an accident, suspicious activity, intruder, act of violence, or any other serious incident should immediately communicate all pertinent information to the Guardhouse by the fastest means available. The Commandant, Officer-in-Charge, Campus Safety and Security, the Commandant's staff, or the cadet officer of the day will immediately set in motion first response actions as articulated below for each type of incident. The President, upon recommendation from the Commandant or the Officer-in-Charge, Campus Safety and Security, will determine if the Campus Emergency Response Team (CERT) should be activated, and designate the location of the Emergency Operations Center (EOC).

IMMINENT THREAT OF DISASTER OR SERIOUS INCIDENT

The Officer-in-Charge, Campus Safety and Security, and ultimately, the Commandant of Cadets, are responsible for monitoring the campus environment with respect to impending threats. In the event of approaching severe weather, which could pose a threat to the campus community or property, the Commandant will immediately advise the President and make recommendations for activating the CERT, establishing the EOC, and enacting appropriate portions of this plan.

A. Basic Assumptions

The succession of events in an emergency or crisis is unpredictable; therefore, published operational plans, such as this, and the Institution's Campus Safety and Security Manual serve only as a guide and a checklist, and may require modifications to meet the requirements of the crisis. During community-wide disasters, MMI will carry out disaster response and recovery operations in conjunction with local resources. Federal, state, and local plans may take precedence over provisions of MMI crisis action planning.

B. Notification Alert Systems

- City/County Weather Siren- the City of Marion and Perry County maintain weather alert sirens audible throughout MMI's campus. This system is activated from the Marion Police Department in the event that a tornado warning has been issued in the immediate vicinity, or when a sighting has occurred.
- Everbridge Mass Notification System- the Commandants Staff uses this system to issue timely warnings to notify the campus via landline phones, cellular phones, emails, and text message of fires, suspicious person, suspicious activity on campus, weather alerts, and other emergency notifications.
- Megaphones- Hand-held megaphones are available to the CERT to augment communications during crisis management and assist in timely warnings.

C. Notification Communication Systems

- Regroup Mass Notification System- the Commandants Staff uses this system to issue timely warnings to the campus via landline phones, cellular phones, emails, and text message of fires, suspicious person, suspicious activity on campus, weather alerts, and other emergency notifications.
- Telephone (611) Intercom System-This is another primary method to issue timely warnings. Additionally, the traditional telephone system is also available for on-campus and off-campus communications.
- IT Network- Campus e-mail and website postings are effective methods of providing critical information to personnel on-campus and to the campus community and parents.
- Two-way Radio- Communications between campus officials are used regularly and along with local and regional emergency management responders as situations warrant.
- Weather Radios- Emergency weather radios are located in several locations across campus with primary and constant monitoring in the Commandant's Office (the location of the Officer-in-Charge, Campus Safety and Security).

MISSING PERSON POLICIES AND PROCEDURES

The purpose of this document is to outline policies and procedures for Marion Military Institute's response to claims or reports of missing students that currently reside in campus housing. A student shall be considered missing when the student is absent from the school for more than 24 hours without known reason. In accordance with the Higher Education Opportunity Act of 2008, this information is posted on the Marion Military Institute website as well as in the Cadet Manual and the Annual Security and Fire Safety Report.

MISSING STUDENT NOTIFICATION

The environment at Marion Military Institute embraces the concepts of leadership, responsibility, and accountability similar to what is found in the active and reserve Armed Forces of the United States of America. Our structure maintains policies and procedures for responsibility and accountability of all students. The *MMI Cadet Manual* outlines the various methods used to account and report the whereabouts of students (cadets) 24 hours a day, 7 days a week when classes or training are in session.

The Corps of Cadets' chain-of-command serves as the primary accountability and reporting procedure holding formations three (3) times each day; (1) at lunch; (2) at dinner, and; (3) at evening hall formations held in each barracks prior to "lights-out." The Office of the Commandant of Cadets' staff provides constant oversight of cadets through this Corps of Cadets chain-of command in addition to faculty, staff, and administration communication channels.

Any student (cadet) missing for 24 hours or more would be identified and verified quickly through these channels. During registration (in-processing) each semester, every student has the opportunity and option to register a confidential contact person to be notified in case of an emergency. This information is collected and maintained at both the Commandant's Office and the Cadet Health Center and this option to register such information is available throughout the year. In a case that a student is determined to be missing or "unaccounted for" for a period of 24 or more hours, only authorized campus officials of a missing person will further investigate and have access to this confidential information.

Regardless if a student has registered an emergency contact or not, local law enforcement will be notified when it is determined that a student is indeed missing. Any student who is less than 18 years of age and not emancipated their parent or guardian will be notified. Additionally, if it is clearly determined that circumstances warrant a faster implementation within a period less than 24 hours, immediate action(s) will take place. Accountability procedures at MMI include a variety of reporting methods, which include immediate notification to the Campus Safety and Security staff as part of normal standing operating procedures.

Missing Person Reporting Procedures

- Reports of missing persons should be directed to the Campus Security Officer or the OIC (Officer in Charge).
- Campus Security, working with the Deputy Commandant or personnel designated by the Commandant of Cadets, will investigate the report.
- If the student is deemed missing, the Deputy Commandant or personnel designated by the Commandant of Cadets will make every reasonable effort to notify the students designated missing person contact within 24 hours. If the student is under the age of 18, the student's parent or guardian must also be notified.
- If the student is deemed missing, the Commandant of Cadets or personnel designated by the Commandant of Cadets will notify the Marion Police Department within 24 hours
- The Commandant of Cadets or personnel designated by the Commandant of Cadets will also notify appropriate college officials and initiate any additional actions deemed in the best interest of the student.

Procedures for Designation of Missing Person Emergency Contact Information

All first year students will be given the opportunity to designate confidential contact information as part of a required registration (in-processing) process. Thereafter, the student will be responsible for updating

contact information as needed. All current and continuing students will be given the opportunity to provide and update confidential contact information during the registration (in-processing) process as well.

2020 CAMPUS CRIME STATISTICS

The statistics for the Campus Crime Statistics and Fire Summary for the 2020 calendar year are included below.

[illegible]

Hate Crimes - 2018									
Criminal Offense	Total	Occurrences of Hate Crimes (Category of Bias for Crimes)							
		Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder / Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0
Hate Crimes - 2019									
Criminal Offense	Total	Occurrences of Hate Crimes (Category of Bias for Crimes)							
		Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder / Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0
Hate Crimes - 2020									
Criminal Offense	Total	Occurrences of Hate Crimes (Category of Bias for Crimes)							

MARION MILITARY INSTITUTE



ANNUAL FIRE SAFETY REPORT

2021

FIRE SAFETY- PROCEDURES, STATISTICS, REPORTS, AND DOCUMENTATION

According to Clery Act Reporting Guidelines, a fire is defined as *“Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.”* Statistics are collected and included in this report and the Department of Education’s web-based data collection system, for each campus housing facility concerning the following:

1. The number of fires and the cause of each fire. The cause categories to be used are:
 - Unintentional Fire ((A fire that does not involve an intentional human act to ignite or spread fire into an area where the fire should not be.)

Cause	Example
• Cooking	Grease fire on stove top or in oven or microwave
• Smoking Materials	Discarded lit cigarette butt
• Open flames	Candles
• Electrical	Electrical arcing, overheated electrical motor
• Heating equipment	Heating stoves, space heaters, fireplaces, furnaces, water heaters
• Hazardous products	Spontaneous combustion; chemical reaction
• Machinery/Industrial	Heat from friction, (e.g., fan belts); cutting and welding
• Natural	Fires that result from a natural phenomenon, such as lightning, tornadoes and earthquakes
• Other	Fireworks (including sparklers), paper caps, party poppers, and firecrackers; sunlight (usually magnified through glass or a bottle); fires that start in a building that is not an on-campus student housing facility and spread to an on-campus student housing facility
 - Intentional Fire (A fire that is ignited, or that results from a deliberate action, in circumstances where the person knows there should not be a fire.)
 - Undetermined Fire (A fire in which the cause cannot be determined.)
2. The number of persons who received fire-related injuries that resulted in treatment at a medical facility, including at an on-campus health center A “fire-related injury” is defined as *any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term “person” may include students, employees, visitors, firefighters or any other individuals.*
3. The number of deaths related to a fire
 - A “fire-related death” is defined as *any instance in which a person*
 - *is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire; or*
 - *dies within one year of injuries sustained as a result of the fire.*

4. The value of property damage related to the fire.
 - “Value of property damage” is defined as *the estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity. This estimate should include contents damaged by fire, and related damages caused by smoke, water, and overhaul; however, it does not include indirect loss, such as business interruption.*

FIRE SAFETY SYSTEMS

Each on-campus student housing facility (barracks) has fire safety systems in place, and are tested and maintained regularly. There are five (5) buildings, which house students at Marion Military Institute during CY 2019. Each barracks has its own independent fire alarm system; there is not a central alarm control/monitor for the entire campus nor does it automatically alert the local fire department upon activation. The systems in each building are audible alarms, which are easily heard within the building and in surrounding areas outside each building. The following is a list of these buildings and the fire safety systems in place as well as systems capabilities within each building:

- Lovelace Hall:
 - Fire Alarm System throughout the building
 - Evacuation Procedures are posted by each exit
 - No sprinkler systems on either floor
 - Smoke detectors are located in common areas
 - No smoke detectors in individual rooms
 - Smoke sensors are installed in the HVAC ductwork
 - Number of Evacuation Drills for each calendar year: 2
- Murfee Hall:
 - Fire Alarm System throughout the building
 - System is actively monitored off-site, campus authorities are notified of alarms 24/7.
 - Evacuation Procedures are posted by each exit
 - No sprinkler systems on either floor
 - Smoke detectors are located in common areas
 - Smoke detectors in individual rooms
 - Smoke sensors are installed in the HVAC ductwork
 - Number of Evacuation Drills for each calendar year: 2
- Rane Hall:
 - Fire Alarm System throughout the building
 - Evacuation Procedures are posted by each exit
 - No sprinkler systems on either floor
 - Smoke detectors are located in common areas
 - No smoke detectors in individual rooms
 - Smoke sensors are installed in the HVAC ductwork
 - Number of Evacuation Drills for each calendar year: 2
- Trustees Hall:
 - Fire Alarm System throughout the building
 - Evacuation Procedures are posted by each exit
 - No sprinkler systems on any of the three (3) floors
 - Smoke detectors are located in common areas
 - No smoke detectors in individual rooms
 - Smoke sensors are installed in the HVAC ductwork
 - Number of Evacuation Drills for each calendar year: 2
- Wilkerson Hall:
 - Fire Alarm System throughout the building
 - Evacuation Procedures are posted by each exit
 - No sprinkler systems on either floor

- Smoke detectors are located in common areas
- No smoke detectors in individual rooms
- Smoke sensors are installed in the HVAC ductwork
- Number of Evacuation Drills for each calendar year: 2

Fire Safety Systems in Residential Facilities

Facility	Fire Alarm System	Partial *1 Sprinkler System	Full *2 Sprinkler System	Smoke Detection (in common areas)	Smoke Detection in Individual Rooms	Smoke Sensors installed in HVAC Ductwork	Fire Extinguisher Devices	Evacuation Plans & Placards	Number of Evacuation (Fire) Drills Each Calendar Year
Lovelace Hall	X			X		X	X	X	2
Murfee Hall	X			X	X	X	X	X	2
Rane Hall	X			X		X	X	X	2
Trustees Hall	X			X		X	X	X	2
Wilkerson Hall	X			X		X	X	X	2

MMI is undertaking a student housing (barracks) renovation initiative. As the primary five (5) barracks are renovated, they are brought to current fire code. This includes the installation of a fire/smoke monitoring system, smoke and carbon dioxide detectors in common areas and each individual room. Additionally, the system is monitored off-site and campus authorities are notified of any activation.

FIRE SAFETY EDUCATION

A critical portion of any Fire Safety Plan is one that includes a program of education, training, and prevention due to safe practices. Each semester, the Campus Safety and Security Office, within the Office of the Commandant of Cadets, identify cadet (student) leaders who serve as Cadet Safety Team (CST) members. These individuals are responsible for the regular training and oversight of safety and security matters on each floor of barracks occupied by students and are trained and supervised by the Deputy Commandant or personnel designated by the Commandant of Cadets of Cadets. Faculty, staff and administration personnel are educated in Emergency Procedures and Crisis Management in two (2) documents. These procedures are outlined in the [Faculty and Staff Handbook](#) and the [Campus Safety Manual](#). The Marion Military Institute Cadet Manual contains specific written policies on fire prevention and immediate action(s) upon discovery of a fire. The information listed below is an excerpt from the Cadet Manual.

Electrical Appliances

- a) General. The capability of the electrical systems in the barracks is limited. Overloading these systems can present fire and safety hazards. All electrical equipment must be kept in a safe operating condition. The following electrical appliances are NOT permitted in cadet rooms and will be confiscated when found:
 - i) “Open element” appliances (e.g., boilers, space heaters, ovens, fry daddy, kerosene heaters, or microwave ovens)
 - ii) Sun lamps
 - iii) Halogen lamps
 - iv) Christmas or other decorative lights
 - v) Refrigerators- Exceptions include ONLY the BC, XO, S-3, Honor Council Chair, BSM, Company Commanders, Company XOs, Company First Sergeants, Platoon Leaders, and Platoon Sergeants. Removal from one of these positions will result in the forfeiture of this privilege.
 - vi) Televisions

Note: Coffee pots/makers are allowed, but they must remain unplugged when not in use.

- b) Computers. Cadets are authorized to have computers in their rooms. See Computer Use Policy section of this Manual for more details. All cadets are authorized radios and stereos of compact size meaning the item is small enough to fit on the cadet's desk and still allow ample room for studying. These devices may be used for entertainment only during limited periods daily. Volume will be low enough so as not to create a disturbance. Cadets should not be able to hear the sound in the neighboring rooms, hallway, or outside of the building. Abuse of this privilege will result in confiscation of the device.
- c) Radios and Stereos. All cadets are authorized radios and stereos of compact size meaning the item is small enough to fit on the cadet's desk and still allows ample room for studying. These devices may be used for entertainment only during limited periods daily. Volume will be low enough so as not to create a disturbance. Cadets should not be able to hear the sound in the neighboring rooms or hallway. Abuse of this privilege will result in confiscation of the device.

Fire Safety Procedures

Explosives, firearms, and fireworks are strictly forbidden anywhere on campus. Any substances that have the potential to cause fire or explosions are prohibited inside the barracks. A power strip with a surge protector should be used to protect electronic equipment and devices. Adequate safety lighting must be provided at social events, and access to exits and fire extinguishers must not be obstructed. Natural Christmas trees are not allowed. Open flames such as candles, incense, and Bunsen burners are prohibited.

WHEN USING A PORTABLE FIRE EXTINGUISHER, REMEMBER THE "PASS" PROCEDURES

- ☑ Pull the pin.
- ☑ Aim the extinguisher hose (or nozzle) at the base of the fire.
- ☑ Squeeze the lever above the handle. Releasing the lever will stop the discharge.
- ☑ Sweep from side to side, moving carefully toward the fire. Keep the extinguisher aimed at the base of the fire and sweep back and forth until the flames appear to be out. If the fire re-ignites, repeat the process.

If the fire does not begin to go out immediately, the cadet(s) must leave the area at once.

Safety Equipment. Tampering with fire equipment or fire alarms is taken seriously, is a violation of local and state ordinances, and is a Category II offense. **MMI may press charges against anyone found tampering with fire safety equipment or sounding false alarms.**

Fire Drills. All persons living in the barracks are required to participate in fire drills and evacuate the building through the exit routes posted on each floor. The purpose of the fire drill is to acquaint residents with a rapid and orderly means of exit during an emergency. Sounding a false alarm is a serious offense. **Cadets who falsely pull fire alarms will be subject to serious disciplinary action.**

Safety Tips. Do not take any chances with fires. Immediately pull the fire alarm and then call the Guard House. If you are in a room and the fire alarm has sounded, do not open the door until you check for smoke around the door cracks and feel the surface on the door. If it is hot, do not open it. If the door seems cool, open it cautiously with your body braced solidly against it. If in-rushing heated air is not detected, proceed rapidly to a clear exit, closing all doors behind you. If the door is hot, do not open the door. Seal up the cracks around the door with sheets, towels, or other. The door can hold back harmful heat and smoke. Hang a sheet out the window to signal rescuers. Open the window slightly to let fresh air in and smoke-filled air out.

If trying to escape through a smoke filled room or corridor, proceed as follows:

- a) Move to the nearest exit in a crouching position to avoid rising heat and smoke.
- b) Place a towel or other cloth over head and face. Breathing through the towel will help cool the air and filter debris.
- c) Take short breaths, breathing through the nose. Avoid gulping large amounts of smoke into your lungs.
- d) Cover the body with something that can easily be discarded if it catches fire such as a wool blanket.
- e) Remain calm.
- f) Never re-enter a building to save possessions.

Practice safety with electricity. Never overload the outlet. **Most importantly, do not tamper with smoke detectors.**

Fireworks or Explosives

The possession or use of fireworks or explosives of any kind, to include chemical reaction devices (such as MRE bombs) are strictly prohibited and a federal offense. Disciplinary actions may include dismissal or expulsion.

Fires or Bomb Threats

The cadet or person discovering the fire will:

- a) Activate fire alarm!
- b) Alert all occupants of the building by shouting, "FIRE! FIRE! FIRE!"
- c) Notify the Marion Fire Department by dialing 911.
- d) Report the fire or bomb threat to the Commandant of Cadets' Office (334-683-2322) during normal hours or to the OC (334-292-9690) after hours by the fastest means available.
- e) Attempt to extinguish small fires, but ensure the Commandant of Cadets' Office or OC is informed immediately.

The Cadet Guard Duty Personnel will:

- a) Notify the OC at 334-292-9690. If the Night OC cannot be located, he/she will notify the Marion Fire Department by dialing 911.
- b) Notify the Commandant of Cadets or the Deputy Commandant of Cadets. If unavailable notify the Director of Facilities at extension 367 (using MMI phone system) during normal working hours and after duty hours at 334-247-2664.

- c) Ensure that cadets are evacuating the building and taking roll.

Senior Cadet present will:

- a) Evacuate the barracks.
- b) Have occupants fall-in for accurate roll call.
- c) Have windows closed if possible.
- d) Continue to conduct accountability of cadets.

The Corps of Cadets will:

- a) Fall-in, answer roll, and proceed quietly and orderly to the designated holding area in the best interest of safety.
- b) Refrain from tampering with, damaging, emptying, or moving fire extinguishers or fire safety devices. **REMEMBER THE LIFE YOU SAVE MAY BE YOUR OWN!** The penalty for this offense will be severe due to its criticality.
- c) Know the evacuation procedures posted on each bulletin board.

EVACUATION PROCEDURES AND DRILLS

Throughout each semester, mandatory supervised drills test the effectiveness and accuracy of current plans. All personnel participate in each of these drills. During the school year, campus wide scheduled drills are conducted and unscheduled drills occur. Specific procedures for evacuation of buildings are provided to both cadets (students) and to faculty, staff, and administration personnel. These procedures are posted on each floor in each barracks and in workspaces and/or classrooms. The following outlines these procedures:

Corps of Cadets

1. First response: evacuate the building.
2. There are three (3) formation locations for Cadets (East, West, and South).
3. Proceed to the nearest formation area when the sounding of an alarm or the notification to execute evacuation procedures.
4. The “North Campus Fire Evacuation Procedures” illustrates that this is the ONLY designated formation site specifically for S & F near east campus (i.e. facing the quad) and for personnel who work in the Administration or Commandant’s Office buildings and **IS NOT** a formation site for cadets. It is critical that each person evacuates to the site nearest their location, as we do not want to endanger any person by crossing a “danger area” (for example- a cadet and/or staff member evacuating the Baer Memorial Library and moving through a breezeway near the Chapel if the Chapel is the building on fire).
5. Cadets shall form at each of these three locations based on the BARRACKS in which they live.

6. A Cadet Safety Team Member or cadet leader for each barracks must take charge and find out how many cadets from their barracks are present at that formation (numbers- not names). Name accountability will occur as the situation warrants.
7. Report the total number of cadets for each barracks present and the number of staff or faculty at that location site and report to the Commandant's Office by calling 334-683-2322, or via two-way radio.

Staff and Faculty

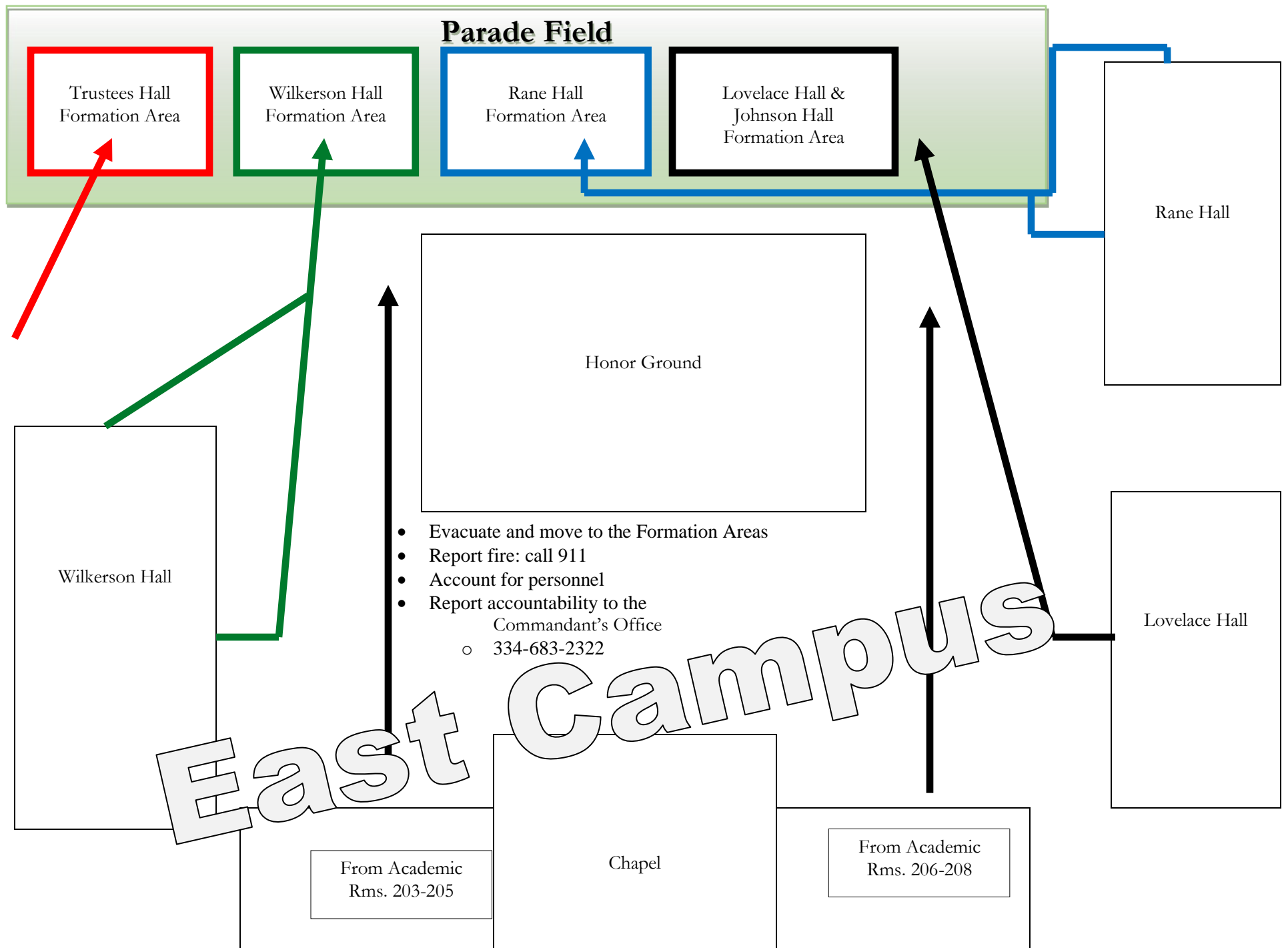
1. First response: evacuate your workspace/classroom. Staff and Faculty (S & F) should proceed to the nearest formation site and provide oversight in the accountability of personnel and other assistance as necessary (since members of the S & F are ultimately responsible and accountable). One S & F member at each formation site should report the number of S & F personnel at each location (i.e., the same as cadet procedures listed below) to the Commandant's Office (334-683-2322) or two-way radio.
2. There are three (3) formation locations where cadets should form (East, West, and South). Listed below are the actions cadets should take. Additionally, a Cadet Safety Team Member is assigned to each floor in each barracks and is responsible for educating the Cadets on their floor in these procedures. This is coordinated through the Deputy Commandant or personnel designated by the Commandant of Cadets and the Cadet Battalion S-2.
3. The "North Campus Fire Evacuation Procedures" illustrates that this is the **ONLY** designated formation site specifically for S & F near east campus (i.e. facing the quad) and for personnel who work in the Administration or Commandant's Office buildings and **IS NOT** a formation site for cadets. It is critical that each person evacuates to the site nearest their location, as we do not want to endanger any person by crossing a "danger area" (for example- a cadet and/or staff member evacuating the Baer Memorial Library and moving through a breezeway near the Chapel if the Chapel is the building on fire).

Instructions provided to the Corps of Cadets

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3. Proceed to the nearest formation area when the sounding of an alarm or the notification to execute evacuation procedures.
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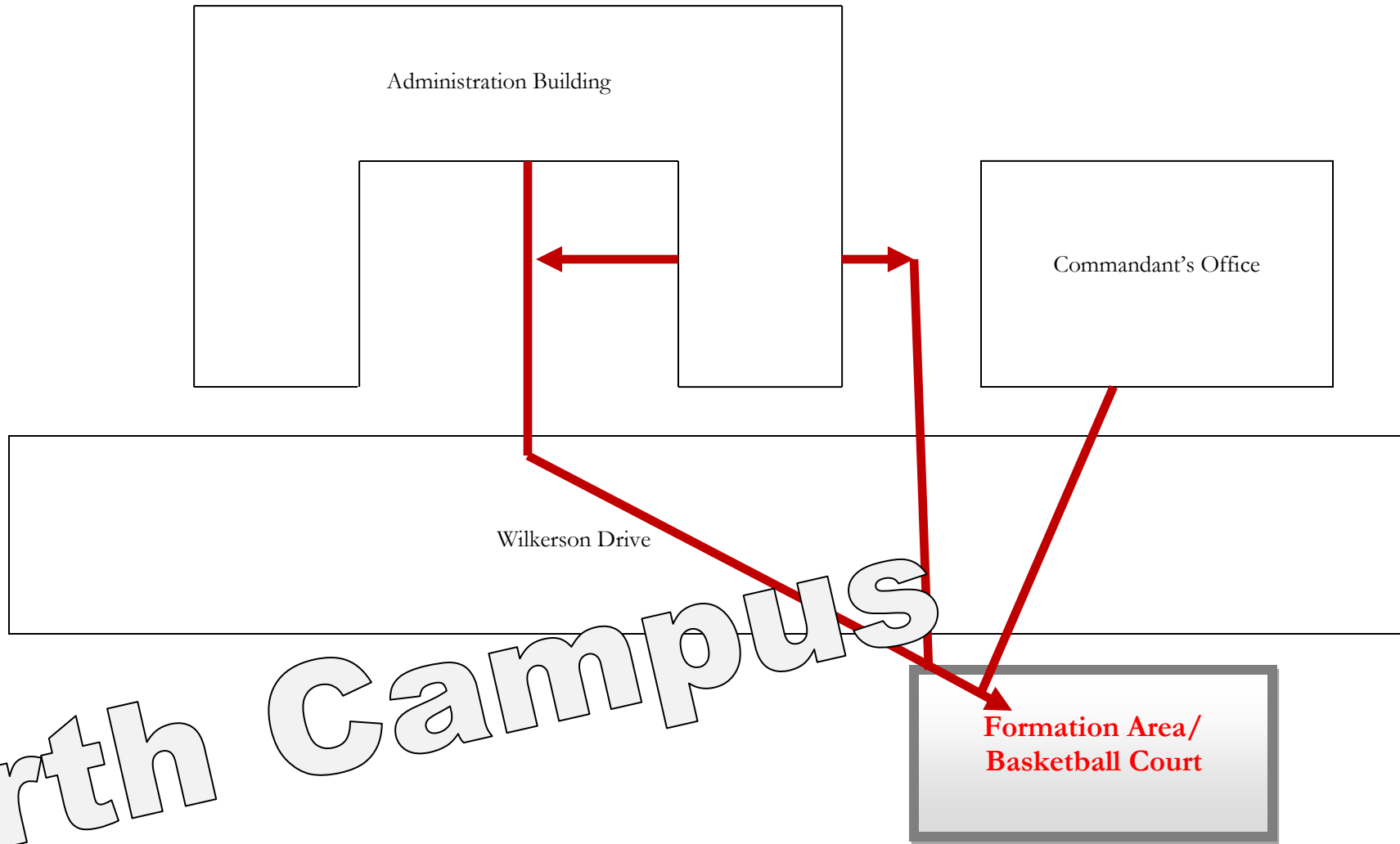
7. Report the total number of cadets for each barracks present and the number of staff or faculty at that location site and report to the Commandant's Office by calling 334-683-2322, or via two-way radio.

The next four pages illustrate the procedures for evacuation to the four (4) evacuation sites based on the building personnel occupy at the time of notification and/or an alarm is sounded.



FIRE EVACUATION PROCEDURES

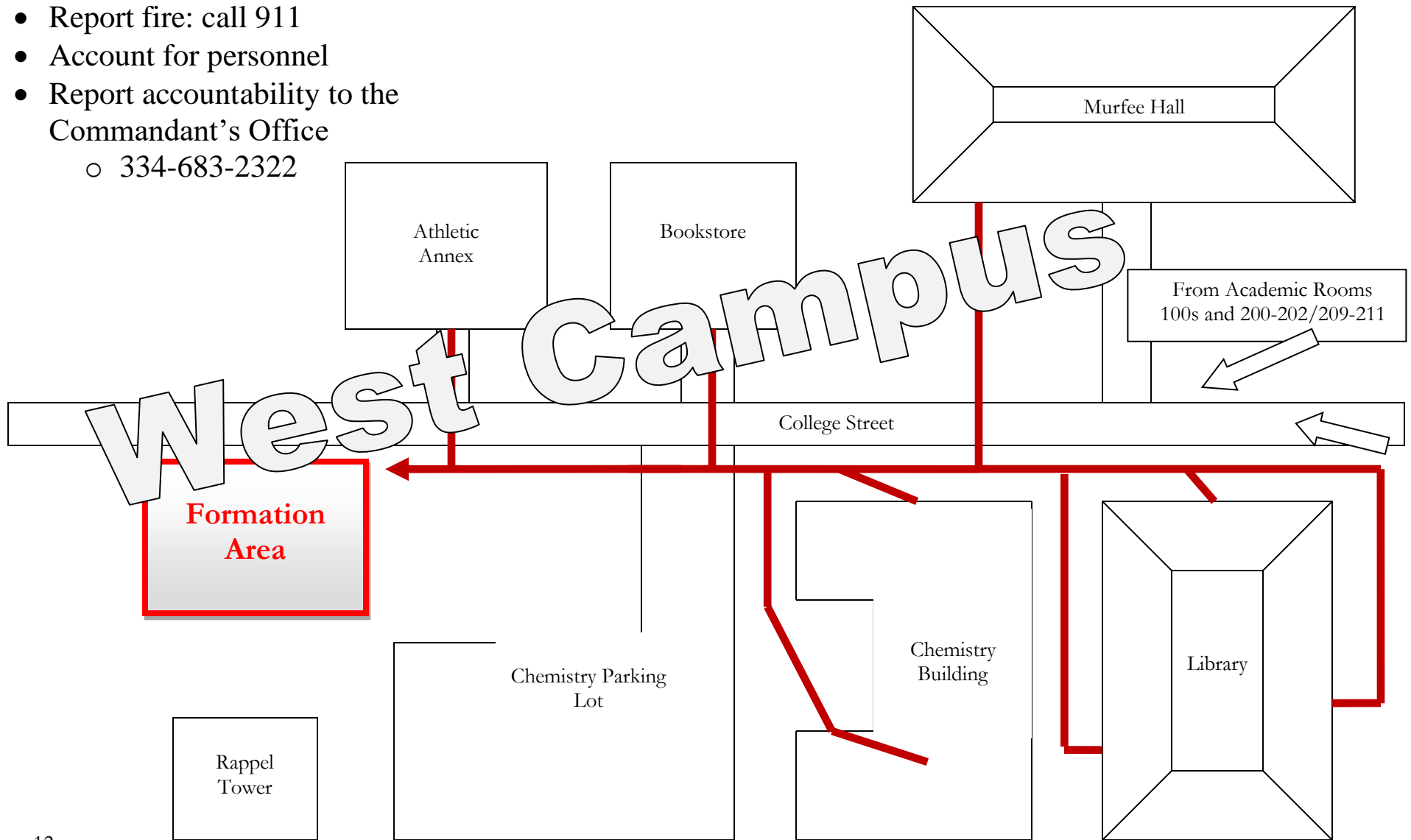
FIRE EVACUATION PROCEDURES



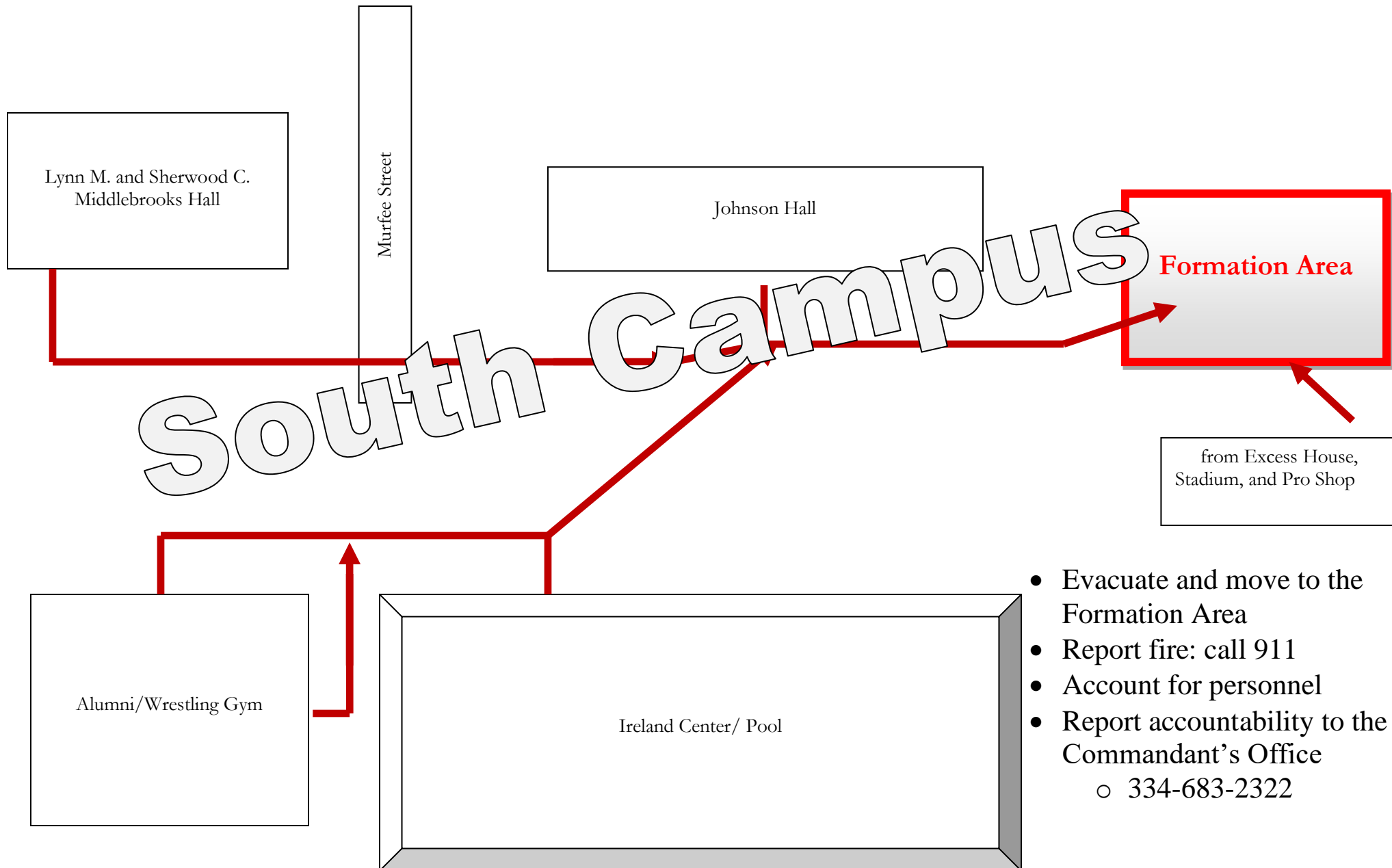
North Campus

FIRE EVACUATION PROCEDURES

- Evacuate and move to the Formation Area
- Report fire: call 911
- Account for personnel
- Report accountability to the Commandant's Office
 - 334-683-2322

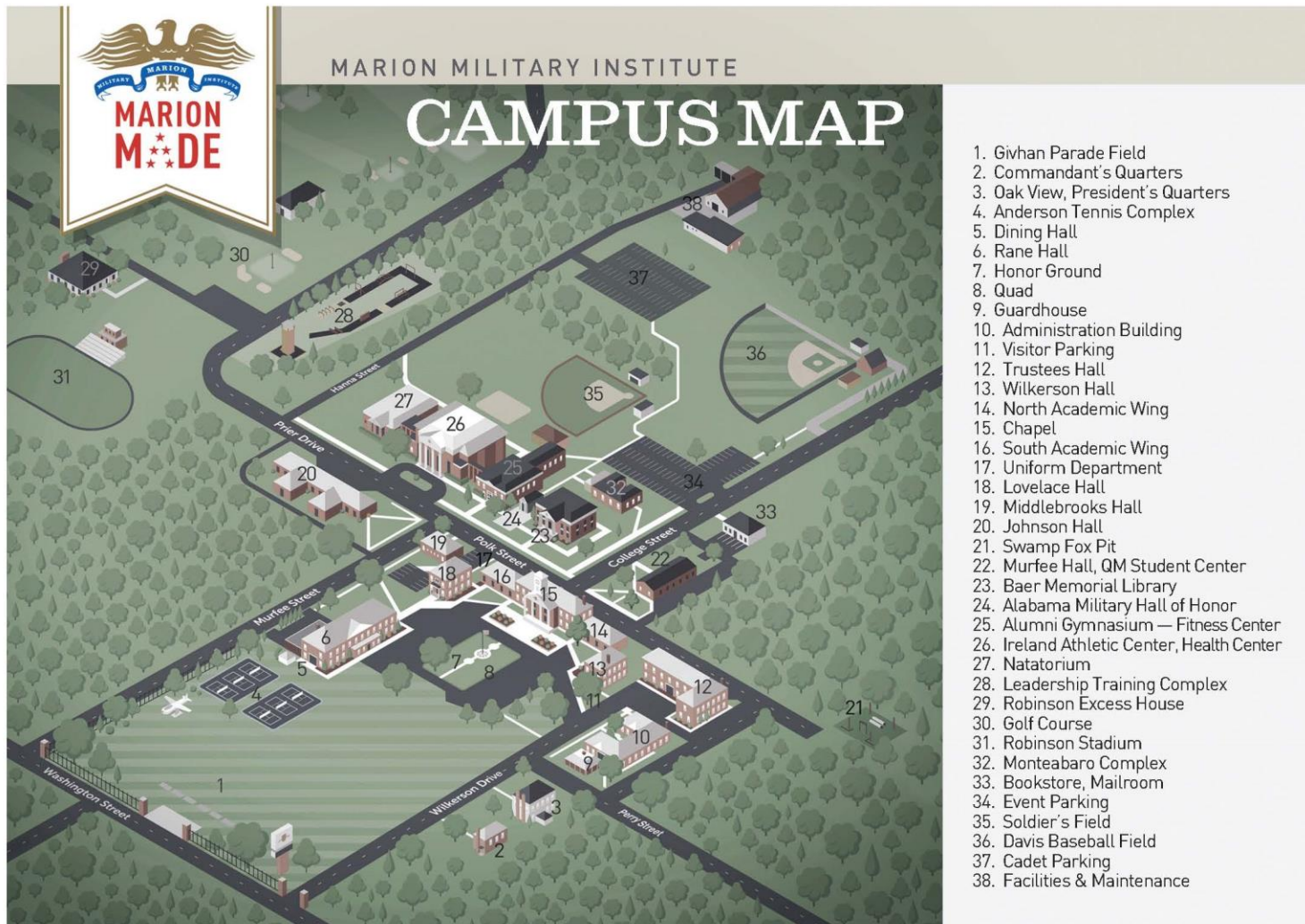


FIRE EVACUATION PROCEDURES



MARION MILITARY INSTITUTE CAMPUS MAP

MMI's campus encompasses 126 acres including a lighted track, baseball and softball fields, nine-hole golf course, six tennis courts, and twenty-six air-conditioned buildings. The campus (student) center contains a grill-style restaurant, wide-screen televisions, pool tables, table tennis, and barbershop. A multipurpose athletic center houses a large stage for drama and other performances, a 25-meter indoor swimming pool, racquetball court, and weight room equipped with universal, nautilus and free weights, indoor rifle range, and a collegiate basketball court.



* The MMI Administration Building contains the following offices:

- Admissions Office
- Alumni Office
- Executive Board Room
- Business Office
- Executive Vice President Office
- Financial Aid Office
- Human Resources Office
- Institutional Advancement Office
- President's Office
- Public Relations
- Service Academy Prep

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Service Academy Prep

Fire Summary

Fires - Summary									
	2018			2019			2020		
Name of Facility	Fires	Injury	Death	Fires	Injury	Death	Fires	Injury	Death
Wilkerson Hall	0	0	0	0	0	0	0	0	0
Lovelace Hall	0	0	0	0	0	0	0	0	0
Rane Hall	0	0	0	0	0	0	1	0	0
Trustees Hall	0	0	0	0	0	0	0	0	0
Murfee Hall	0	0	0	0	0	0	0	0	0

Statistics and Related Information Regarding Fires in Residential Facilities for 2018						
Residential Facilities	Total Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to the Fire	Value of Property Damage Caused by Fire
Wilkerson Hall	0	0	N/A	0	0	N/A
Lovelace Hall	0	0	N/A	0	0	N/A
Rane Hall	0	0	N/A	0	0	N/A
Trustees Hall	0	0	N/A	0	0	N/A
Murfee Hall	0	0	N/A	0	0	N/A

Statistics and Related Information Regarding Fires in Residential Facilities for 2019						
Residential Facilities	Total Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to the Fire	Value of Property Damage Caused by Fire
Wilkerson Hall	0	0	N/A	0	0	N/A
Lovelace Hall	0	0	N/A	0	0	N/A
Rane Hall	0	0	N/A	0	0	N/A
Trustees Hall	0	0	N/A	0	0	N/A
Murfee Hall	0	0	N/A	0	0	N/A

Statistics and Related Information Regarding Fires in Residential Facilities for 2020						
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Residential Facilities	Total Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to the Fire	Value of Property Damage Caused by Fire
Wilkerson Hall	0	0	N/A	0	0	N/A
Lovelace Hall	0	0	N/A	0	0	N/A
Rane Hall	1	001	Electrical/faulty light fixture	0	0	\$1,500
Trustees Hall	0	0	N/A	0	0	N/A
Murfee Hall	0	0	N/A	0	0	N/A