



**CROWLEY'S RIDGE COLLEGE**

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**2021**  
**Jeanne Clery**  
**Annual Campus Security Report**

**Including**  
**Campus Crime Statistics**  
**and**  
**Fire Safety Report**

(Statistics for 2018-2019-2020)

**Crowley's Ridge College**  
**100 College Dr.**  
**Paragould, AR 72450**

Published September 2021

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## **Clery Act: What Is It?**

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f)) is the landmark federal law, originally known as the Campus Security Act, that requires colleges and universities across the United States to disclose information about crime on and around their campuses. The law is tied to an institution's participation in federal student financial aid programs and it applies to most institutions of higher education both public and private. The Act is enforced by the United States Department of Education. The law was amended in 1992 to add a requirement that schools afford the victims of campus sexual assault certain basic rights, and was amended again in 1998 to expand the reporting requirements. The 1998 amendments also formally named the law in memory of Jeanne Clery. Subsequent amendments in 2000 and 2008 added provisions dealing with registered sex offender notification and campus emergency response. The 2008 amendments also added a provision to protect crime victims, "whistleblowers", and others from retaliation. On March 7, 2013, President Obama signed the Violence Against Women Reauthorization Act of 2013 which amended the Clery Act and requires colleges to compile statistics on dating violence, domestic violence, sexual assault, and stalking and requires inclusion of certain policies, procedures and programs pertaining to these incidents in their annual security report.

### **The Clery Act requires Crowley's Ridge College to:**

Publish an Annual Security Report (ASR) by *December 31*, documenting three calendar years of select campus crime statistics including security policies and procedures and information on the basic rights guaranteed victims of sexual assault. The law requires schools to distribute the report to all current students and employees, and prospective students and prospective employees must be notified of its existence and given a copy upon request. Schools may comply with this requirement via the internet if required recipients are notified and provided exact information regarding the on-line location of the report. Paper copies of the ASR are always available upon request. All crime statistics must be provided to the U.S. Department of Education.

Disclose crime statistics for incidents that occur on and off campus. The statistics must be gathered from local law enforcement and other school officials who have "significant responsibility for student and campus activities." The Clery Act requires reporting of crimes in seven major categories, some with significant sub-categories. Here are the statistics for Crowley's Ridge College:

### Criminal Offenses - On campus

Criminal offense	Total occurrences On campus		
	2018	2019	2020
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0
b. <u>Negligent manslaughter</u>	0	0	0
c. <u>Sex offenses - Forcible</u>	0	0	0
d. <u>Sex offenses - Non-forcible</u>	0	0	0
e. <u>Robbery</u>	0	0	0
f. <u>Aggravated assault</u>	0	0	0
g. <u>Burglary</u>	0	0	0
h. <u>Motor vehicle theft</u>	0	0	0
i. <u>Arson</u>	0	0	0

**Caveat:**

### Criminal Offenses - On-campus Student Housing Facilities

Criminal offense	Total occurrences in On-Campus Student Housing Facilities		
	2018	2019	2020
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0
b. <u>Negligent manslaughter</u>	0	0	0
c. <u>Sex offenses - Forcible</u>	0	0	0
d. <u>Sex offenses - Non-forcible</u>	0	0	0
e. <u>Robbery</u>	0	0	0
f. <u>Aggravated assault</u>	0	0	0
g. <u>Burglary</u>	0	0	0
h. <u>Motor vehicle theft</u>	0	0	0
i. <u>Arson</u>	0	0	0

**Caveat:**

**Criminal Offenses – Noncampus**

Criminal offense	Total occurrences in or on Noncampus buildings or properties		
	2018	2019	2020
<u>a. Murder/Non-negligent manslaughter</u>	0	0	0
<u>b. Negligent manslaughter</u>	0	0	0
<u>c. Sex offenses - Forcible</u>	0	0	0
<u>d. Sex offenses - Non-Forcible</u>	0	0	0
<u>e. Robbery</u>	0	0	0
<u>f. Aggravated assault</u>	0	0	0
<u>g. Burglary</u>	0	0	0
<u>h. Motor vehicle theft</u>	0	0	0
<u>i. Arson</u>	0	0	0

**Caveat:**

**Criminal Offenses - Public Property**

Criminal offense	Total occurrences on Public Property		
	2018	2019	2020
<u>a. Murder/Non-negligent manslaughter</u>	0	0	0
<u>b. Negligent manslaughter</u>	0	0	0
<u>c. Sex offenses - Forcible</u>	0	0	0
<u>d. Sex offenses - Non-forcible</u>	0	0	0
<u>e. Robbery</u>	0	0	0
<u>f. Aggravated assault</u>	0	0	0
<u>g. Burglary</u>	0	0	0
<u>h. Motor vehicle theft</u>	0	0	0
<u>i. Arson</u>	0	0	0

**Caveat:**

**Hate Crimes - On campus**

Criminal offense	2020 Total	Occurrences of Hate crimes					
		Category of Bias for crimes reported in 2020					
		Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/National Origin
<u>a. Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0
<u>b. Negligent manslaughter</u>	0	0	0	0	0	0	0
<u>c. Sex offenses - Forcible</u>	0	0	0	0	0	0	0
<u>d. Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0
<u>e. Robbery</u>	0	0	0	0	0	0	0
<u>f. Aggravated assault</u>	0	0	0	0	0	0	0
<u>g. Burglary</u>	0	0	0	0	0	0	0
<u>h. Motor vehicle theft</u>	0	0	0	0	0	0	0
<u>i. Arson</u>	0	0	0	0	0	0	0
<u>j. Simple assault</u>	0	0	0	0	0	0	0
<u>k. Larceny-theft</u>	0	0	0	0	0	0	0
<u>l. Intimidation</u>	0	0	0	0	0	0	0
<u>m. Destruction/damage/ vandalism of property</u>	0	0	0	0	0	0	0

Criminal offense	2019 Total	Occurrences of Hate crimes					
		Category of Bias for crimes reported in 2019					
		Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/National Origin
<u>a. Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0
<u>b. Negligent manslaughter</u>	0	0	0	0	0	0	0
<u>c. Sex offenses - Forcible</u>	0	0	0	0	0	0	0
<u>d. Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0
<u>e. Robbery</u>	0	0	0	0	0	0	0
<u>f. Aggravated assault</u>	0	0	0	0	0	0	0
<u>g. Burglary</u>	0	0	0	0	0	0	0
<u>h. Motor vehicle theft</u>	0	0	0	0	0	0	0
<u>i. Arson</u>	0	0	0	0	0	0	0
<u>j. Simple assault</u>	0	0	0	0	0	0	0
<u>k. Larceny-theft</u>	0	0	0	0	0	0	0
<u>l. Intimidation</u>	0	0	0	0	0	0	0
<u>m. Destruction/damage/ vandalism of property</u>	0	0	0	0	0	0	0

Criminal offense	Occurrences of Hate crimes						
	2018 Total	Category of Bias for crimes reported in 2018					
		Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/National Origin
<u>a. Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0
<u>b. Negligent manslaughter</u>	0	0	0	0	0	0	0
<u>c. Sex offenses - Forcible</u>	0	0	0	0	0	0	0
<u>d. Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0
<u>e. Robbery</u>	0	0	0	0	0	0	0
<u>f. Aggravated assault</u>	0	0	0	0	0	0	0
<u>g. Burglary</u>	0	0	0	0	0	0	0
<u>h. Motor vehicle theft</u>	0	0	0	0	0	0	0
<u>i. Arson</u>	0	0	0	0	0	0	0
<u>j. Simple assault</u>	0	0	0	0	0	0	0
<u>k. Larceny-theft</u>	0	0	0	0	0	0	0
<u>l. Intimidation</u>	0	0	0	0	0	0	0
<u>m. Destruction/damage/vandalism of property</u>	0	0	0	0	0	0	0

**Caveat:**

### Hate Crimes - On-campus Student Housing Facilities

Criminal offense	Occurrences of Hate crimes						
	2020 Total	Category of Bias for crimes reported in 2020					
		Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/National Origin
<u>a. Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0
<u>b. Negligent manslaughter</u>	0	0	0	0	0	0	0
<u>c. Sex offenses - Forcible</u>	0	0	0	0	0	0	0
<u>d. Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0
<u>e. Robbery</u>	0	0	0	0	0	0	0
<u>f. Aggravated assault</u>	0	0	0	0	0	0	0
<u>g. Burglary</u>	0	0	0	0	0	0	0
<u>h. Motor vehicle theft</u>	0	0	0	0	0	0	0
<u>i. Arson</u>	0	0	0	0	0	0	0
<u>j. Simple assault</u>	0	0	0	0	0	0	0
<u>k. Larceny-theft</u>	0	0	0	0	0	0	0
<u>l. Intimidation</u>	0	0	0	0	0	0	0

<u>m. Destruction/damage/ vandalism of property</u>	0	0	0	0	0	0	0
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Criminal offense	2019 Total	Occurrences of Hate crimes Category of Bias for crimes reported in 2019					
		Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/National Origin
<u>a. Murder/ Non-negligent, manslaughter</u>	0	0	0	0	0	0	0
<u>b. Negligent manslaughter</u>	0	0	0	0	0	0	0
<u>c. Sex offenses - Forcible</u>	0	0	0	0	0	0	0
<u>d. Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0
<u>e. Robbery</u>	0	0	0	0	0	0	0
<u>f. Aggravated assault</u>	0	0	0	0	0	0	0
<u>g. Burglary</u>	0	0	0	0	0	0	0
<u>h. Motor vehicle theft</u>	0	0	0	0	0	0	0
<u>i. Arson</u>	0	0	0	0	0	0	0
<u>j. Simple assault</u>	0	0	0	0	0	0	0
<u>k. Larceny-theft</u>	0	0	0	0	0	0	0
<u>l. Intimidation</u>	0	0	0	0	0	0	0
<u>m. Destruction/damage/ vandalism of property</u>	0	0	0	0	0	0	0

Criminal offense	2018 Total	Occurrences of Hate crimes Category of Bias for crimes reported in 2018					
		Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/ National origin
<u>a. Murder/ Non-negligent, manslaughter</u>	0	0	0	0	0	0	0
<u>b. Negligent manslaughter</u>	0	0	0	0	0	0	0
<u>c. Sex offenses - Forcible</u>	0	0	0	0	0	0	0
<u>d. Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0
<u>e. Robbery</u>	0	0	0	0	0	0	0
<u>f. Aggravated assault</u>	0	0	0	0	0	0	0
<u>g. Burglary</u>	0	0	0	0	0	0	0
<u>h. Motor vehicle theft</u>	0	0	0	0	0	0	0
<u>i. Arson</u>	0	0	0	0	0	0	0
<u>j. Simple assault</u>	0	0	0	0	0	0	0
<u>k. Larceny-theft</u>	0	0	0	0	0	0	0



<u>l. Intimidation</u>	0	0	0	0	0	0	0	0
<u>m. Destruction/damage/ vandalism of property</u>	0	0	0	0	0	0	0	0

**Caveat:**

**Hate Crimes – Noncampus**

Criminal offense	2020 Total	Occurrences of Hate crimes					
		Category of Bias for crimes reported in 2020					
		Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/National Origin
<u>a. Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0
<u>b. Negligent manslaughter</u>	0	0	0	0	0	0	0
<u>c. Sex offenses - Forcible</u>	0	0	0	0	0	0	0
<u>d. Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0
<u>e. Robbery</u>	0	0	0	0	0	0	0
<u>f. Aggravated assault</u>	0	0	0	0	0	0	0
<u>g. Burglary</u>	0	0	0	0	0	0	0
<u>h. Motor vehicle theft</u>	0	0	0	0	0	0	0
<u>i. Arson</u>	0	0	0	0	0	0	0
<u>j. Simple assault</u>	0	0	0	0	0	0	0
<u>k. Larceny-theft</u>	0	0	0	0	0	0	0
<u>l. Intimidation</u>	0	0	0	0	0	0	0
<u>m. Destruction/damage/ vandalism of property</u>	0	0	0	0	0	0	0

Criminal offense	2019 Total	Occurrences of Hate crimes					
		Category of Bias for crimes reported in 2019					
		Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/National Origin
<u>a. Murder/ Non-negligent, manslaughter</u>	0	0	0	0	0	0	0
<u>b. Negligent manslaughter</u>	0	0	0	0	0	0	0
<u>c. Sex offenses - Forcible</u>	0	0	0	0	0	0	0
<u>d. Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0
<u>e. Robbery</u>	0	0	0	0	0	0	0
<u>f. Aggravated assault</u>	0	0	0	0	0	0	0
<u>g. Burglary</u>	0	0	0	0	0	0	0
<u>h. Motor vehicle theft</u>	0	0	0	0	0	0	0
<u>i. Arson</u>	0	0	0	0	0	0	0

<u>j. Simple assault</u>	0	0	0	0	0	0	0
<u>k. Larceny-theft</u>	0	0	0	0	0	0	0
<u>l. Intimidation</u>	0	0	0	0	0	0	0
<u>m. Destruction/damage/ vandalism of property</u>	0	0	0	0	0	0	0

Criminal offense	Occurrences of Hate crimes						
	2018 Total	Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/National Origin
<u>a. Murder/ Non-negligent, manslaughter</u>	0	0	0	0	0	0	0
<u>b. Negligent manslaughter</u>	0	0	0	0	0	0	0
<u>c. Sex offenses - Forcible</u>	0	0	0	0	0	0	0
<u>d. Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0
<u>e. Robbery</u>	0	0	0	0	0	0	0
<u>f. Aggravated assault</u>	0	0	0	0	0	0	0
<u>g. Burglary</u>	0	0	0	0	0	0	0
<u>h. Motor vehicle theft</u>	0	0	0	0	0	0	0
<u>i. Arson</u>	0	0	0	0	0	0	0
<u>j. Simple assault</u>	0	0	0	0	0	0	0
<u>k. Larceny-theft</u>	0	0	0	0	0	0	0
<u>l. Intimidation</u>	0	0	0	0	0	0	0
<u>m. Destruction/damage/ vandalism of property</u>	0	0	0	0	0	0	0

**Caveat:**

### Hate Crimes - Public Property

Criminal offense	Occurrences of Hate crimes						
	2020 Total	Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/National Origin
<u>a. Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0
<u>b. Negligent manslaughter</u>	0	0	0	0	0	0	0
<u>c. Sex offenses - Forcible</u>	0	0	0	0	0	0	0
<u>d. Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0
<u>e. Robbery</u>	0	0	0	0	0	0	0
<u>f. Aggravated assault</u>	0	0	0	0	0	0	0
<u>g. Burglary</u>	0	0	0	0	0	0	0
<u>h. Motor vehicle theft</u>	0	0	0	0	0	0	0

<u>i. Arson</u>	0	0	0	0	0	0	0	0
<u>j. Simple assault</u>	0	0	0	0	0	0	0	0
<u>k. Larceny-theft</u>	0	0	0	0	0	0	0	0
<u>l. Intimidation</u>	0	0	0	0	0	0	0	0
<u>m. Destruction/damage/ vandalism of property</u>	0	0	0	0	0	0	0	0

Criminal offense	Occurrences of Hate crimes						
	2019 Total	Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/National Origin
<u>a. Murder/ Non-negligent, manslaughter</u>	0	0	0	0	0	0	0
<u>b. Negligent manslaughter</u>	0	0	0	0	0	0	0
<u>c. Sex offenses - Forcible</u>	0	0	0	0	0	0	0
<u>d. Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0
<u>e. Robbery</u>	0	0	0	0	0	0	0
<u>f. Aggravated assault</u>	0	0	0	0	0	0	0
<u>g. Burglary</u>	0	0	0	0	0	0	0
<u>h. Motor vehicle theft</u>	0	0	0	0	0	0	0
<u>i. Arson</u>	0	0	0	0	0	0	0
<u>j. Simple assault</u>	0	0	0	0	0	0	0
<u>k. Larceny-theft</u>	0	0	0	0	0	0	0
<u>l. Intimidation</u>	0	0	0	0	0	0	0
<u>m. Destruction/damage/ vandalism of property</u>	0	0	0	0	0	0	0

Criminal offense	Occurrences of Hate crimes						
	2018 Total	Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/National Origin
<u>a. Murder/ Non-negligent, manslaughter</u>	0	0	0	0	0	0	0
<u>b. Negligent manslaughter</u>	0	0	0	0	0	0	0
<u>c. Sex offenses - Forcible</u>	0	0	0	0	0	0	0
<u>d. Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0
<u>e. Robbery</u>	0	0	0	0	0	0	0
<u>f. Aggravated assault</u>	0	0	0	0	0	0	0
<u>g. Burglary</u>	0	0	0	0	0	0	0
<u>h. Motor vehicle theft</u>	0	0	0	0	0	0	0
<u>i. Arson</u>	0	0	0	0	0	0	0

<u>j. Simple assault</u>	0	0	0	0	0	0	0	0
<u>k. Larceny-theft</u>	0	0	0	0	0	0	0	0
<u>l. Intimidation</u>	0	0	0	0	0	0	0	0
<u>m. Destruction/damage/ vandalism of property</u>	0	0	0	0	0	0	0	0

**Caveat:**

### VAWA Offenses - On Campus

Crime	Total occurrences On Campus		
	2018	2019	2020
a. <u>Domestic violence</u>	0	0	0
b. <u>Dating violence</u>	0	0	0
c. <u>Stalking</u>	0	0	0

**Caveat:**

### VAWA Offenses - On-campus Student Housing Facilities

Crime	Total occurrences in On-campus Student Housing Facilities		
	2018	2019	2020
a. <u>Domestic violence</u>	0	0	0
b. <u>Dating violence</u>	0	0	0
c. <u>Stalking</u>	0	0	0

**Caveat:**

### VAWA Offenses - Noncampus

Crime	Total occurrences in or on Noncampus buildings or property		
	2018	2019	2020
a. <u>Domestic violence</u>	0	0	0
b. <u>Dating violence</u>	0	0	0
c. <u>Stalking</u>	0	0	0

**Caveat:**

## VAWA Offenses - Public Property

Crime	Total occurrences on Public Property		
	2018	2019	2020
a. <u>Domestic violence</u>	0	0	0
b. <u>Dating violence</u>	0	0	0
c. <u>Stalking</u>	0	0	0

### Arrests - On campus

Law Violation	Number of Arrests		
	2018	2019	2020
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0
c. <u>Liquor law violations</u>	0	0	0

**Caveat:**

### Arrests - On-campus Student Housing Facilities

Law Violation	Number of Arrests in On-Campus Student Housing Facilities		
	2018	2019	2020
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0
c. <u>Liquor law violations</u>	0	0	0

**Caveat:**

### Arrests - Noncampus

Law Violation	Number of Arrests		
	2018	2019	2020
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0
c. <u>Liquor law violations</u>	0	0	0

**Caveat:**

### Arrests - Public Property

Crime	Number of Arrests		
	2018	2019	2020
<u>a. Weapons: carrying, possessing, etc.</u>	0	0	0
<u>b. Drug abuse violations</u>	0	0	0
<u>c. Liquor law violations</u>	0	0	0

**Caveat:**

### Disciplinary Actions - On campus

Law Violation	Number of persons referred for Disciplinary Action		
	2018	2019	2020
<u>a. Weapons: carrying, possessing, etc.</u>	0	0	0
<u>b. Drug abuse violations</u>	0	0	0
<u>c. Liquor law violations</u>	0	0	0

**Caveat:**

### Disciplinary Actions - On-campus Student Housing Facilities

Law Violation	Number of persons referred for Disciplinary Action		
	2018	2019	2020
<u>a. Weapons: carrying, possessing, etc.</u>	0	0	0
<u>b. Drug abuse violations</u>	0	0	0
<u>c. Liquor law violations</u>	0	0	0

**Caveat:**

### Disciplinary Actions - Noncampus

Law Violation	Number of persons referred for Disciplinary Action		
	2018	2019	2020
<u>a. Weapons: carrying, possessing, etc.</u>	0	0	0
<u>b. Drug abuse violations</u>	0	0	0
<u>c. Liquor law violations</u>	0	0	0

**Caveat:**

**Disciplinary Actions - Public Property**

Law Violation	Number of persons referred for Disciplinary Action		
	2018	2019	2020
<u>a. Weapons: carrying, possessing, etc.</u>	0	0	0
<u>b. Drug abuse violations</u>	0	0	0
<u>c. Liquor law violations</u>	0	0	0

**Caveat:**

**Unfounded Crimes**

The total number of unfounded crimes should include all criminal offenses, hate crimes, domestic violence, dating violence, or stalking incidents that have been unfounded. Arrests and disciplinary actions cannot be unfounded.

If a reported crime is investigated by law enforcement authorities and found to be false or baseless, the crime is "unfounded". Only sworn or commissioned law enforcement personnel may unfound a crime.

Count unfounded crimes in the year in which they were originally reported.

	Number		
	2018	2019	2020
a. <u>Total unfounded crimes</u>	0	0	0

**Summary of Fires**

Name of Facility	2018			2019			2020		
	Fires	Injuries	Deaths	Fires	Injuries	Deaths	Fires	Injuries	Deaths
Wilson Hall	0	0	0	0	0	0	0	0	0
Winters Hall	0	0	0	0	0	0	0	0	0
Johnson Honor Housing	0	0	0	0	0	0	0	0	0
King Honor Housing	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0

**Caveat:**

Issue timely warnings about Clery Act crimes which pose a serious or on going threat to students and employees. Institutions must provide timely warnings in a manner likely to reach all members of the campus community. This mandate has been part of the Clery Act since its inception in 1990. Timely warnings are limited to those crimes an institution is required to report and include in its ASR. There are differences between what constitutes a timely warning and an emergency notification; however, both systems are in place to safeguard students and campus employees.

Devise an emergency response, notification and testing policy. Institutions are required to inform the campus community about a "significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus." An emergency response expands the definition of timely warning as it includes both Clery Act crimes and other types of emergencies (i.e., a fire or infectious disease outbreak). Colleges and universities with and without on-campus residential facilities must have emergency response and evacuation procedures in place. Institutions are mandated to disclose a summary of these procedures in their ASR. Additionally, compliance requires one test of the emergency response procedures annually and policies for publicizing those procedures in conjunction with the annual test. The test will be announced and activated during chapel.

Compile and report fire data to the federal government and publish an annual fire safety report. Institutions with on-campus housing must report fires that occur in on-campus housing, generate both an annual fire report and maintain a fire log that is accessible to the public.

Enact policies and procedures to handle reports of missing students. This requirement is intended to minimize delays and confusion during the initial stages of a missing student investigation. Institutions must designate one or more positions or organizations to which reports of a student living in on-campus housing can be filed if it's believed that student has been missing for 24 hours. The Vice President for Student Affairs should be the first one notified.

**CAMPUS SECURITY AUTHORITY (CSA)** "Campus security authority" is a Clery Act specific term. For Crowley's Ridge College a CSA is defined as:

*An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution. If someone has significant responsibility for student and campus activities, he or she is a campus security authority.*

In the case of Crowley's Ridge College the designated CSAs are Paul McFadden, Vice President for Student Affairs; Erica Richardson, Dean of Students/Title IX and Institutional Compliance Coordinator; Kalynn Douglas, Student Life Director/Winters Hall Supervisor; Chris Hughes, Wilson Hall Supervisor; and Grayson Taylor, Campus Minister.

All designated CSAs, in addition to all faculty and staff, upon request of a CSA, have the authority to ask persons for identification and the nature of their presence on campus. CSAs are authorized and have the responsibility to investigate suspicious persons or circumstances on the Crowley's Ridge College campus.

Crowley's Ridge College has a working relationship with the Paragould Police Department and the Greene County Sheriff's Office. CRC shares information about crimes with the local law enforcement agencies and they share information with CRC. CRC requests that both agencies provide information to



CRC about crimes that are reported directly to their agency concerning the CRC campus and adjoining properties.

## Crowley's Ridge College Policy Regarding Procedures for Reporting Criminal Activity or Emergencies

### Reporting Criminal Activity

The Paragould Police Department is CRC's primary law enforcement agency and will respond as quickly as possible to any request for assistance. Response time is based on current police department activity and the severity of the call as determined by the police dispatcher. Crimes in progress, traffic accidents and incidents requiring medical assistance have a higher priority than other types of calls. The crime also could be reported to the Vice President for Student Affairs. The office phone # (870) 236-6901 and you can text or call on his cell phone (870) 476-8986. You can also report a crime to a faculty or staff member and he/she will contact the VP for Student Affairs. Other emergencies can be reported in the same manner as a crime.

### Timely Reporting To College Officials

Please be reminded that it is important to report incidents immediately to the Vice President for Student Affairs, and if he cannot be immediately located, report to any CSA as specified above, so an investigation can be conducted promptly and evidence preserved. It is extremely important to quickly and accurately report crime, no matter where it occurs, on campus or off. If one witnesses a serious crime or emergency, it should be immediately reported to the VP for Student Affairs and/or the Paragould Police Department at 911. Dual reporting in case of a serious crime or emergency ensures that campus officials can initiate and direct necessary emergency responders to any campus area and collect information needed for the Annual Security Report and Appropriate Timely Warning Notices.

### Campus and Community Notification of Criminal Activity

If there are crimes occurring on the CRC campus that will continue to endanger or affect the campus community, crime notifications or alerts will be published and posted in print in various locations around campus. The bulletins will allow students and faculty and staff to be informed and made aware. Email, call, and text notification will also be used in emergency notifications when information needs to be distributed quicker than printing and posting in various locations around campus. CRC uses the Omnilert emergency contact system to notify students of potential criminal activity.

### Timely Warning Notices

In the event of a substantiated serious security or safety concern, on or near campus the college will make a substantial effort to advise students and employees. The college takes its duty seriously to inform students and employees of threatening situations and how they can best protect themselves. Information related to crime-related and other potentially threatening situations is provided in an accurate and timely fashion for use by students and employees to reduce their chances of becoming victims. These notices will be issued as a means of a "Timely Warning Notice" The Student Affairs office distributes a Timely Warning Notice in various ways dependent upon the circumstances. Once the VP for Student Affairs determines that a Timely Warning Notice will be sent, he, or his designee, will be responsible for ensuring that notices are dispatched to the CRC campus community utilizing the best methods available. These methods include e-mail, call, and/or text (Omnilert) notices. The VP for Student Affairs may also post notices on bulletin boards throughout buildings. In the event a serious crime occurs, the suspect remains at large and there is a potential threat to the campus community, specific messages will be published and circulated by any emergency notification means available. Timely Warning Notices are also released for natural or manmade disasters, which could affect students, faculty or staff. Timely Warning Notices are not to include names of victims. Clery Timely Warning Notices are specifically related to compliance with the federal Clery Act, which requires

colleges to notify students and employees whenever there is a threat that a serious crime is ongoing or may be repeated. The Clery Act identifies specific crimes that require a timely warning notice to be issued, when crimes are reported to officials with significant responsibility for student and campus activities, campus safety, or the local police and the reported crime(s) are believed to have occurred on campus, in or on non-campus buildings or property, or on public property contiguous to the campus.

Types of incidents or situations that constitute a Clery Timely Warning being sent are Clery Act Crimes which represent a serious or continuing threat to the person and or well-being of students and employees. Examples include but are not limited to:

- Criminal Homicide
- Sex Offenses
- Robbery
- Aggravated Assault
- Burglaries (occupied rooms/offices/structures)
- Hate Crimes
- Persons with weapons with intent to use
- Threat of violent crime
- Situations where suspect is not known
- Assault (physical or sexual)

#### CRC Policy in Reference to Preparing the Annual Crime Statistics Report Required by the US Dept. of Education

CRC is required to collect specific crime related data and report that data annually to the US Dept. of Education through the Department's *Campus Safety and Security Website*. The Title IX and Institutional Compliance Coordinator has the responsibility for collecting and reporting the data. The data is made available on the College's Website, [www.crc.edu](http://www.crc.edu), under *About* tab and then by clicking on *Campus Security and Safety*. The collected data is a part of CRC's Annual Campus Security Report and Fire Safety Report which is published each year. This report is distributed to all students and current employees by *December 31* of each year by US Postal Service mail, campus mail or electronic mail. Prospective students and prospective employees receive a notice of the availability of the report and the college will make a copy available upon request.

#### To Whom Should Students and Employees Report Criminal Offenses

The Vice President for Student Affairs is the primary contact for the reporting for student criminal activity by other students and employees. The Student Affairs office is located in the Larry Bills Administration Building and the office phone # is (870) 236-6901. The VP for Student Affairs cell phone # is (870) 476-8986. The Student Affairs office is responsible for making Timely Warning Notices, the collection and disclosure of the crime statistics. Crimes may also be reported to senior level college officials including, Vice President for Operations, Vice President for Academic Affairs, Dean of Students, Campus Minister, or the College President. Senior level college officials will immediately notify the Vice President for Student Affairs.

#### Voluntary Confidential Reporting

If you are the victim of a crime or a witness to a crime you may wish to consider making a confidential report. With your permission, a college official can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential or to protect your identity, while taking steps to ensure the future safety of yourself and others. With such information, CRC can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner

are counted and disclosed in the annual crimes statistics for the institution. CRC encourages anyone who is the victim or witness to any crime to promptly report the incident to the VP of Student Affairs or law enforcement. Law enforcement reports are public records under state law and cannot be held in confidence.

Crowley's Ridge College does not have an on-campus Law Enforcement Agency. The campus is serviced by the Paragould Police Department and Greene County Sherriff's Dept.

## **CAMPUS FACILITIES SECURITY AND ACCESS**

Larry Bills Administration Building – Upper Level Administrative Offices – The first CRC administrative staff person who arrives in the morning unlocks the main entrances to the upper level administrative offices. The learning center, which is located on the main level of the administration building is opened by the Learning Center Director and locked by the Learning Center Director or her designee at the conclusion of operating hours. The lower level classroom area and office area is opened by the instructor and is locked at the conclusion of the academic day by the last instructor in the building. If an administrator, staff person, or instructor returns during non-standard hours he/she is responsible to let himself/herself in and make sure that the facility is locked upon his/her departure. For activities scheduled at times when a building is normally locked, arrangements must be made in advance with the CRC officials. This building is rechecked at curfew by a designee of the President's Office.

Carter Activities Center – CRC's Physical Plant Managers normally unlock the main entrances to building at the start of each business day. The responsibility for locking doors rests primarily with the designee of the President at the conclusion of the activities of the day.

Residence Halls – Winters Hall and Wilson Hall are unlocked and locked by the respective on-site housing supervisor. It is the responsibility of each individual living in the Johnson Honor Housing Facility and the King Honor Facility to lock and unlock their private units. All of the residence halls are secured nightly at curfew and monitored with security camera systems. Residence Directors and Residence Assistants are responsible for monitoring safety/security concerns in and around residence halls.

Eubanks Cafeteria – The responsibility for locking and unlocking doors rests with the campus dining services manager or designee. The campus dining facility manager is responsibility for monitoring safety/security concerns in and around the cafeteria.

Science Building – The responsibility for locking and unlocking doors rests with the Science Building Manager or designee. The science building manager is designated as the Department Chairperson in the Natural Sciences Division. The building manager is responsible for monitoring safety/security concerns in and around the science building.

### **Security considerations in the maintenance of campus facilities**

CRC is committed to campus safety and security. Exterior lighting is a critical part of that commitment. Routine checks of lighting on campus are performed by CRC Physical Plant Managers. CRC faculty, staff, or students are encouraged to report any deficiency in lighting or any other maintenance issue that has the potential of causing a safety issue. Faculty, staff, and physical plant managers work together to identify inoperative/malfunctioning door locking mechanisms on a continual basis. Maintenance staff is available to respond to calls for service regarding unsafe facility conditions or for personal safety and property protection. These conditions may also include unsafe steps or handrails, unsafe roadways on campus, and unsecured equipment. Any CRC community member who has a concern about building/facilities safety and security should contact the VP for Operations or send an email to the physical plant manager at [ccupp@crc.edu](mailto:ccupp@crc.edu).

### Programs Designed to Inform Students and Employees About Campus Security and Procedures and Practices

Security and safety are issues that affect everyone and must involve everyone. Each individual must recognize the potential hazards to persons and property and take reasonable precautions for his/her and others' protection. CRC is committed to provide a safe environment for employees and a safe environment to promote student learning and the overall student experience. Student and employee programs and other methods are used throughout the year to address these issues. In particular, a beginning of the year presentation is made in chapel explaining the priority of campus safety including safety tips, rules, regulations, and the unique qualities of a college campus pertaining to security and safety. Additional Chapel programs throughout the year and from time to time speak to other safety issues including "Paul's Law," an Arkansas Law that prohibits texting and driving. State police officials, sheriff's department deputies and Paragould Police Officers give programs, from time to time, on personal security and safety, vehicular safety on and off campus and other related topics involving individual safety. The Title IX and Institutional Compliance Coordinator, through the office of the Vice President of Student Affairs, is the source for promoting education and awareness of safety and security issues and is the proper office for which to address concerns or clarification of procedures or issues. Fire drills and other emergency notifications are a part of the policy and procedures to ensure safety on campus. Crowley's Ridge College utilizes a partnership with SafeColleges, a Vector Solutions company, which is the sole provider for all professional development and training including but not limited to safety and emergency procedures and protocols. Another safety and security procedure and program is requiring all students and instructors to provide their cell phone numbers to the Student Affairs Office for CRC's Emergency Notification System. Additional information concerning campus safety is provided for employees at the "Beginning of the Year" Employee meeting during the week before the beginning of the school year and the "End of the Year Employee" meeting the week following the conclusion of the school year."

### Crime Prevention Education and Awareness

The CRC Office of Student Affairs is the source for promoting education and awareness of crime prevention on the CRC Campus. The goal is to eliminate criminal activity through prevention and awareness. Each individual must recognize the potential to be a victim of crime and take reasonable precautions for his/her and others' protection. An individual should always be aware of his/her surroundings in an effort to avoid being the potential victim of a crime. Programs and other methods are used throughout the year to address these issues. Chapel Programs are routinely conducted by college officials and law enforcement representatives that include information about crime awareness and prevention. Existing rules and regulations that affect crime prevention are continually evaluated and revised through the Office of Student Affairs under the advisement of the Dean of Students.

### The College provides the following advice and policies in an effort to prevent crimes:

1. Keys should not be loaned or copied.
2. Everyone should cooperate with college officials or law enforcement during an inquiry or an investigation of a violation or crime.
3. Doors that should be locked or that have been secured by a college official should not be propped open, unlocked, or tampered with in order to prevent its proper functioning.
4. Strangers or suspicious persons should never be given access to a residence hall or other facility, and should be reported immediately to the Residence Hall Director or Dean of Students.
5. Vehicles should observe all campus and civil guidelines for parking and traffic.
6. No weapons or firearms of any type are allowed on campus in vehicles, residence halls or other facilities. It is CRC's policy that no guns are allowed including persons with concealed carry permits unless he/she is a member of law enforcement.
7. Abuse, assault, battery, or other forms of physical or verbal intimidation will not be tolerated.
8. Guests to the campus should be in the company of a campus student or employee and should observe all campus policies, rules and regulations. An invitee to campus becomes the responsibility

of the individual extending the invitation. Resident students should be aware of the institution's overnight guest policy and understand that pre-approval must be granted by the resident manager. The individual inviting the guest to campus is responsible for communicating expectations and for reporting any violations of his/her guest.

9. Personal property should be insured.
10. Serial numbers should be recorded and valuables engraved.
11. Valuable items should be left at home if possible.
12. Doors to resident's rooms should be locked and remain locked whether or not it is occupied.
13. Entrances that have been left propped open or unlocked, safety and security equipment in disrepair, and suspicious or unusual persons or circumstances should be reported immediately.
14. Persons should support, encourage, and participate in programs provided on crime prevention.

#### Crowley's Ridge College Alcohol Policy

Crowley's Ridge College has zero tolerance for the use, possession, display or distribution of alcohol and other drugs. The institution endorses the belief in total abstinence from the use of these substances. The Crowley's Ridge College 2021-2022 Student Handbook states that the "possession or use of alcoholic beverages or illicit drugs by students on or off campus.....may result in dismissal" (p. 6). Crowley's Ridge College 2021-2022 Catalog for Academic Year states, "The possession, use, or distribution of alcoholic beverages or illicit drugs by students or employees on or off campus is strictly prohibited. Those who violate this regulation are subject to immediate dismissal from the College." (p. 94) The College reserves the right to take reasonable measures (which may include individual and/or team drug screening) to insure adherence to its principles and policies. Violation of the Crowley's Ridge College Alcohol Policy is handled by the Office of Dean of Students. The college recognizes and supports the enforcement of Arkansas' underage drinking laws.

#### Crowley's Ridge College Drug Policy

As stated above, Crowley's Ridge College does not tolerate the use, possession, display or distribution of alcohol and other drugs. The Student Handbook clearly states that the violation of Crowley's Ridge College Drug policy may result in dismissal from school. The college reserves the right to take reasonable measures (which may include individual and/or team drug screening) to insure adherence to its principles and policies. The College seeks to provide education and information about substance use and abuse to each student. Violation of the Crowley's Ridge Drug Policy is handled by the Office of Dean of Students. The college recognizes and supports the enforcement of Federal and State drug laws.

#### Crowley's Ridge College Drug and Alcohol Abuse Prevention Program

CRC has adopted a Drug and Alcohol Abuse Prevention Program that is distributed to all students and employees on an annual basis. The complete report is also available at any time in the Vice President for Student Affairs Office.

#### Crowley's Ridge College Sexual Harassment and Sexual Assault Policy

Sexual harassment is a form of sex discrimination prohibited by Title VII of the Civil Rights Act of 1964 and by Title IX of the Education Amendments of 1972. Crowley's Ridge College is committed to providing its faculty, staff, and students with an environment free from explicit and implicit sexual behavior used to control, influence, or affect the well-being of any member of the College community. Any form of harassment, sexual harassment or sexual assault is absolutely prohibited (pp. 25 - 26 of Crowley's Ridge College FASH) (p. 37 of Crowley's Ridge College Student Handbook). Anyone who violates this policy will be subject to discipline including dismissal from school or termination of employment.

Harassment, including sexual harassment, includes unwelcome sexual advances, requests for sexual favors, or other verbal, visual, or physical conduct of a nature that shows hostility or aversion toward an individual because of his/her race, color, national origin, gender, disability or age. In addition to face to face contact, harassment includes text messages, social media, snap chat, or any form of electronic communication.

Sexual assault is an extreme form of sexual harassment and is defined as a situation in which an individual is forced, threatened or coerced into sexual contact against his or her free will or without his or her consent. This may include date or acquaintance rape, sexual molestation, unwanted sexual touching or having sexual contact with a person while knowing or having reason to know that the person is incapacitated in some way.

Crowley's Ridge College often presents an annual educational program during its chapel period to promote the awareness of rape, acquaintance rape, and other forcible and non-forcible sex offenses. A member of the local police, local sheriff or State Police is invited to address this issue. The presentation can be recorded and made available to the students, faculty and staff of Crowley's Ridge College. The speech can be recorded for the benefit of those who may have missed the original presentation.

Available websites to prevent and/or respond to Sexual Assault, Sexual Harassment, Dating Violence, Domestic Violence and Stalking

*Sexual Assault:*

- <http://www.keepneawomensafe.org>;
- <http://www.acasa.us/index.html>;
- <http://www.rainn.org>;

*Sexual Harassment:*

- <http://www.eeoc.gov/eeoc/publications/fs-sex.cfm>;
- <http://www.aauw.org/files/2013/02/drawing-the-line-sexual-harassment-on-campus.pdf>.

*Dating Violence:*

- <http://www.keepneawomensafe.org>;
- <http://www.acasa.us/index.html1>;
- <http://www.rainn.org>;

*Domestic Violence:*

- <http://www.domesticpeace.com/education.htm1>

*Stalking:*

- <http://www.victimsofcrime.org/our-programs/stalking-resource-center/help-for-victims>:

What to do if sexual assault occurs

- Get to a place of safety and seek medical attention immediately. Do not bathe, change clothes, douche, brush your teeth, use the bathroom, or wash the bedding on which the incident may have occurred. Time is of essence, and it is of utmost importance to preserve all evidence.
- Report the incident in a timely manner. The Paragould Police (870-239-7551) or the Greene County Sheriff's Department (870-236-7612) should be notified, or by simply calling 911. The

vice-president for Student Affairs, Paul McFadden (870-476-8986), Campus Minister, Grayson Taylor (479-747-9794), or Dean of Students, Erica Richardson (417-773-4437), should also be notified. Every effort will be made to ensure the privacy and confidentiality of the victim and the accused during the investigation.

- Keep a journal. Write down the events of the assault including the date, time and chronology. Include individuals who may have witnessed the incident or who may have information about the assault. Preserve any harassing letters, text messages or emails as evidence.
- You have several options for seeking a resolution to the incident. You may contact one of the college officials listed above or the Police Department or Sheriff's department also listed above. You do not have to choose one option over another, but Crowley's Ridge College strongly recommends that the victim report the incident. This college has zero tolerance for any form of harassment and/or sexual assault.
- Victims of sexual harassment can call the Women's Crisis Center Hotline (866-982-9575) or the Rape, Abuse & Incest National Network Hotline (800-656-HOPE (4673)).

Crowley's Ridge College will do anything within its capabilities to facilitate a victim's need to change his/her academic and living situations. The college has limited living arrangements and class schedules, but is committed to assisting the victim in any way that the school can reasonably respond to the student's needs.

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

- The accuser and the accused are entitled to the same opportunities to have others present during a disciplinary proceeding.
- Both the accuser and the accused must be informed of the outcome of any institutional disciplinary proceeding brought which alleges a sex offense. Compliance with this paragraph does not constitute a violation of the Family Educational Rights and Privacy Act. For the purpose of this paragraph, the outcome of a disciplinary proceeding means only Crowley's Ridge College's final determination with respect to the alleged sex offense and any sanction that is imposed against the accused.
- Anyone found to be guilty of a sex offense will be disciplined according to the following guidelines: (A) If the guilty party is an employee of Crowley's Ridge College, he/she will be terminated. (B) If the guilty party is a student of Crowley's Ridge College, he/she will be dismissed from school.

#### Law Enforcement Contact Information Concerning Registered Sex Offenders

Crowley's Ridge College students wanting to obtain information regarding registered sex offenders may be obtained from the Greene County Sheriff's Dept. or the following computer network address.

- The number to call for Greene County sexual offenders data is 870-236-7612. This is the number for the Greene County Sheriff's Dept.
- The website for the national sex offenders registry is [www.nsopw.gov](http://www.nsopw.gov) or [www.fbi.gov](http://www.fbi.gov) and select the state for which you want to obtain information.

### A Description of Crowley's Ridge College's Emergency Response and Evacuation Procedures

It is the policy of Crowley's Ridge College to issue Emergency Notification Alerts about immediate emergencies on and around the campus. When a report of a potential emergency or dangerous situation occurs, appropriate College personnel (Dean of Students, College President, College Vice-Presidents) will respond in order to assess the situation. If it is determined that an emergency or other dangerous situation involving an immediate threat to the health or safety of students or others on campus exists, immediate notification of the emergency or dangerous situation will be made to the campus community. Usually such notification will be made by using the CRC alert notification system. Campus emergency plans support the protection of college property and, most importantly, the saving of lives. Emergency situations may include fire, medical emergencies, adverse weather, hazardous material spills, threats and/or acts of terror, utility emergencies and bomb threats.

Notification may be accomplished using a variety of messaging methods that include text, telephone, and email. In residence halls, resident staff members may share information face to face with residents. CRC personnel authorized to issue such notifications will use their discretion to determine the specific method of notification. Upon confirmation of an emergency or dangerous situation, the Dean of Students, Campus Minister, President, and all Vice-Presidents are responsible for consulting on a case-by-case basis when information in the form of an alert is disseminated. The notification will be made without delay. Notification will only be withheld if in the professional judgment of responsible authorities, doing so would compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

If the emergency information needs to be disseminated outside of the campus community, this will be accomplished utilizing various methods, which may include the college website, telephone information line, and/or by communicating with local news agencies. This will be done by the President or VP for Student Affairs.

Fire drills are scheduled annually to test the evacuation procedures for residence halls on the college campus. A test of the CRC alert notification system is conducted at least once per year. Tests of the emergency response and evacuation procedures and systems will be conducted at a time when most students, faculty, and staff are expected to be present on campus. Drills are announced by the Title IX and Institutional Compliance Coordinator. Tests may or may not be announced. Documentation of annual test(s) is kept on file by the Title IX and Institutional Compliance Coordinator.

### Revised Crime Classification for Reporting Purposes

An incident must meet three conditions to be classified as a Burglary. (1) There must be evidence of unlawful entry (trespass) Both forcible entry and unlawful entry – no force are counted. (2) The unlawful entry must occur within a structure, which is defined as having four walls, a roof, and a door. (3) The unlawful entry into a structure must show evidence that the entry was made in order to commit a felony or theft. If the intent was not to commit a felony or theft, or if the intent cannot be determined, the proper classification is larceny.

### Clarification of On-Campus Student Housing For Reporting Purposes

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 reasonable contiguous geographic area that makes up the campus is considered on-campus housing. This definition clarifies that any building located on campus on land owned or controlled by the institution that is used for student housing must be counted as an on-campus housing facility, even if the building itself is owned or controlled by a third party.



### Statement of Crowley's Ridge College Policy Regarding Missing Student Notification Procedures

If a member of the Crowley's Ridge College community has reason to believe that a student who resides in on-campus housing is missing, he or she must immediately notify any CRC employee and he/she will report to one of the employees listed as a Campus Security Authority at 870-236-6901. These people are: the VP for Student Affairs, Dean of Students, Campus Minister, Director of Admissions, and either residence hall supervisors. A missing student is defined as any currently registered student at Crowley's Ridge College who has not been seen by friends, family members or associates for a reasonable length of time, and whose whereabouts have been questioned and brought to the attention of a member of the College community. The College official will generate a missing person report and initiate an investigation. After investigating the missing person report and a determination is made that a student is missing and has been missing for more than 24 hours, the College official will notify surrounding law enforcement agencies and the student's emergency contact person (listed on the student data sheet filled out each semester by all students) no later than 24 hours after the student is determined to be missing. The emergency contact number is registered confidentially and is kept locked in the Registrar's office. A student is advised that regardless of whether they name a contact person, CRC will notify the local law enforcement that a student is missing within 24 hours. If the missing student is under the age of 18 and is not an emancipated individual, the CRC Dean of Students will notify the student's parent or legal guardian immediately after it has been determined that the student has been missing for more than 24 hours.

### The Annual Fire Safety Report

The fire statistics submitted to the US Department of Education are listed on page 14 of this report.

Crowley's Ridge College presently has four residence halls, Wilson Hall, Winters Hall, Johnson Honor Housing and King Honor Housing. Wilson Hall has 40 rooms with a capacity of 80 residents; Winters Hall has 16 rooms with a capacity of 32 students. Johnson Honor Housing consists of three apartments, two which house up to four students each, and a married students' apartment which houses two students. King Honor Housing has seven rooms and will house 14 students. Wilson Hall and Winters Hall both have smoke alarms and fire extinguishers. The smoke alarms are located in each room. Johnson Honor Housing and Honor Housing II have smoke alarms in each room.

Our policy includes a fire drill on an annual basis.

The Student Handbook states, "Failure to cooperate during such drills or other emergency activities may result in disciplinary action. Any student setting off a fire alarm without due cause, or found tampering with fire alarms, extinguishers or other such safety equipment will be subject to suspension, and possible legal action."

The Student Handbook states that "only the following appliances are allowed in the residence hall: toasters, microwaves, small refrigerators, and coffee pots.....Open flame/elements are not allowed in residence halls under any circumstances." The handbook also prohibits the use of "incense, candles or other paraphernalia that burns." "Smoking" is not allowed in the dormitories. "Halogen lamps" are prohibited as well as "Fireworks or explosives of any kind." Space heaters are prohibited.

Fire Evacuation - In the event of a fire, all students, faculty and staff members will evacuate by the nearest exit, closing doors and activating the fire alarm system. Once safely outside, it is appropriate to call 911. When a fire alarm sounds all occupants are required to leave the building closing doors behind them as they leave. No student or employer is expected to remain in the building to fight the fire.

Fire Safety Education and Training - Fire safety education programs for all students living on campus and all employees that have any association with on-campus student housing are held at the beginning

of each academic year. Residence hall students are required to attend a dorm orientation which includes a fire safety presentation. The purpose of this training is to familiarize everyone with the fire safety system in each housing facility and to train students and others what to do in case of a fire. Information on the college's fire safety policies are also distributed.

Fire Safety Maintenance - Crowley's Ridge College has installed a 24-hour monitoring fire alert system in Wilson Hall. In the event of a fire alert, the system relays information to the local fire department via a 24/7 year round off campus monitoring and notification system. The College has installed fire-proof doors between each floor of Wilson Hall and Winters Hall. The local fire department conducts an annual fire inspection of the campus buildings. This occurs each summer. The College's fire extinguishers are inspected by a local contractor on an annual basis, recharging them or making sure that the charge in each extinguisher is current.

Reporting a Fire - In the event that a fire occurs in one of the campus resident halls, it is imperative that it be reported at once. The dorm supervisor should be notified who will contact the vice president for student affairs. The dorm supervisor should make certain that everyone is evacuated, the fire alarm system is activated, the doors are closed and that the fire department is called. In the event of a fire, students can notify their RAs or their dorm supervisors who will be expected to take appropriate action.

Plans for future improvements - Crowley's Ridge College has installed fire extinguishers in Johnson Honor Housing and King Honor Housing and plans to increase the number of fire extinguishers in the other residence halls and include additional training for the use of fire extinguishers.

No Fire Log has been maintained because no fires have occurred. The institution is quite aware of maintaining a fire log in the event of a fire and the proper procedures for reporting and the retention of records.

#### Violence Against Women Reauthorization Act of 2013, an amendment to the Clery Act

The regulations expand rights afforded to campus survivors of sexual assault, domestic violence, dating violence and stalking.

Crowley's Ridge College is making a good-faith effort to comply with the statutory provisions of the VAWA of 2013. The Violence Against Women Reauthorization Act (VAWA) of 2013 is an expansion of the Clery Act.

Statutory change brought about by the VAWA: Compile statistics for certain crimes that are reported to campus authorities or local police agencies including incidents of sexual assault, domestic violence, dating violence, and stalking.

Crime statistics for year 2018: no crimes of the above nature were reported

Crime statistics for year 2019: no crimes of the above nature were reported

Crime statistics for year 2020: no crimes of the above nature were reported

The CRC ASR will reflect zero crimes of the above stated nature.

The following crimes and definitions are included:

Stalking: ongoing conduct that could cause a reasonable person to fear for the safety of himself or others, or suffer emotional distress.

Intimidation: words or conduct that places the victim in reasonable fear of bodily harm (does not include use of a weapon, which is a different crime under Clery).

Dating Violence: threats or actual sexual or physical abuse in a dating relationship

Domestic Violence: crime of violence committed by former spouse, cohabiting partner, or someone with whom you share a child

Sexual Assault: rape (oral, anal or vaginal) fondling, incest, or statutory rape

Hate Crimes: any crime motivated by perpetrator bias against the victim based on race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability

Crowley's Ridge College prohibits dating violence, domestic violence, sexual assault and stalking and the definitions thereof even though "immoral conduct, including sexual immorality" is included in the current and past handbook as an activity for which there could be expulsion should the situation be provable.

These prohibitions will be defined at Freshman Orientation each year for all new students. Prevention and awareness of these crimes will be discussed. This will include a description of safe and positive options for bystander intervention.

Programs to prevent the above mentioned crimes will be held each year as part of our CRC campus student body assembly we have Monday through Thursday each week called "Chapel". A theme for chapel is planned each week. The program for this particular week would include detailing the prohibition, definition of crimes and of consent, descriptions of safe and positive options for bystander intervention and information on risk reduction. This would be held in addition to what is presented at Freshman Orientation each year.

If changes of classes, dorm room assignments and work study jobs are needed for protective measures, accommodations can be made by the Dean of Students.

The Dean of Students will make the victim aware of services available to them including but not limited to counseling, mental health, legal assistance, victim advocacy.

When an accusation is made by a student regarding the above list of crimes, it should be made to the CRC Dean of Students. It should be made in verbal form followed by written form. The Dean of Students will determine if local law enforcement officials need to be notified. If there is evidence to assist in proving the alleged criminal offense or obtaining a protective order, the Dean of Students will take the proper and necessary steps to protect and preserve such evidence for law enforcement or for CRC disciplinary procedures to occur. He/She will advise the victim of their right for an order of protection.

The accuser and the accused will meet with the Dean of Students separately. They will determine if our policy for immediate dismissal needs to be in effect. If so, the accused can write a letter of appeal to the Student Affairs Committee. If the SAC is unanimous in upholding the dismissal, the student will be told to immediately begin packing up the dorm room and be gone by day's end. If two or more members of the committee disagree with the decision of the Dean of Students, it will then go to the CRC President and he will hear the case and make a ruling. If it is not considered an immediate case for suspension, a disciplinary hearing will be held by the Student Affairs Committee to determine the proper disciplinary action to be taken. Any letter written to the SAC must be done in two working days and if it should continue to the President as described above, that letter must also be delivered in two working days.



**CROWLEY'S RIDGE COLLEGE**

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## Appendix

### “Annual Notice to Enrolled Students Concerning the Availability of Information”

Crowley's Ridge College  
100 College Drive  
Paragould, AR 72450

## “Annual Notice to Enrolled Students Concerning the Availability of Information”

A requirement of the U.S. Department of Education is that each year institutions of *Higher Education* distribute to all enrolled students a notice of the availability of information. The information provided below constitutes proper notice to enrolling students at Crowley’s Ridge College. This same information is also made available to prospective students. In the disclosures below, the CRC College Catalog and the CRC Student Handbook are referenced. These publications are available in printed form in the Dean of Students Office and the Admissions Office. These publications are also available on the College’s Website [www.crc.edu](http://www.crc.edu) under Current Students.

### 1. General Disclosures:

- Financial Assistance Available to Students – This information is available on pages 13-23 of the catalog and consulting with any employee in the office of *Student Financial Services*. (Financial Aid Office)
- Information about CRC Academic Programs – This information is available on pages 36-93 of the college catalog and in the *Office of the Vice President for Academics*.
- Information concerning School Costs – is available on pages 13 & 14 of the catalog, and at [www.crc.edu](http://www.crc.edu) under Admissions/How Much Will It Cost or by consulting with *any admissions department, office of financial assistance, or business office representative*.
- Information concerning Withdrawal Procedures – is available on page 26 of the catalog and/or by consulting with the *Registrar*.
- Information concerning Refunds and Return of Aid is available on page 14 of the catalog. Information concerning student refunds is available in the *CRC Business Office* and information concerning return of aid is available from the *Director of Student Financial Services*.
- Information concerning Accreditation and Licensure is available on page 1 of the catalog or by consulting with the office of the *Vice President for Academics*.
- Information concerning Disability Services for Students is available on page 28 of the catalog and pages 39-40 of the student handbook. The *Dean of Students* has been designated as the **Coordinator of Disability Services** for C.R.C.
- Information concerning Federal Student Aid Eligibility for Study Abroad is not applicable for CRC students at present. CRC currently offers no study abroad courses in connection with foreign colleges or universities or on foreign institutional campuses.
- Information concerning Transfer of Credit Policies is available by contacting the *Registrar*. Established criteria for the acceptance of transfer of credit earned at another institution includes: 1) no grades D or below accepted; 2) the institution transferring the credit to CRC must be accredited by a regional accrediting agency recognized by the U.S. Department of Education; 3) the class content and course description must align with courses currently offered at CRC; 4) the Registrar, upon consultation with the Vice President for Academics, and based on professional judgment, has the authority to review and make acceptance of transfer credit decisions on behalf of the institution. The *Vice President for Academics* has information available concerning postsecondary schools for which CRC has established an articulation agreement.
- Contact Information– Titles and persons designated by CRC to provide information to currently enrolled students and prospective students and how they may be contacted is on page 38-39, “**Whom to See**”, in the Student Handbook and on the CRC website under “**Contact**” on the primary menu.
- Information concerning Penalties and Institutional Policies on Copyright Infringement is contained on pages 33-34 (Academic Honesty) and pages 43 (Technology Services:

Computers) in the CRC Student Handbook. A **Summary of Civil and Criminal Penalties for Violation of Federal Copyright Laws** is stated below:

Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code). These rights include the right to reproduce or distribute a copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement. Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or “statutory” damages affixed at not less than \$750 and not more than \$30,000 per work infringed. For “willful” infringement, a court may award up to \$150,000 per work infringed. A court can, in its discretion, also assess costs and attorneys’ fees. For details, see Title 17, United States Code, Sections 504, 505. Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to \$250,000 per offense. For more information, please see the Web site of the U.S. Copyright Office at: [www.copyright.gov](http://www.copyright.gov).

2. Drug and Alcohol Abuse Prevention Program and Policy: CRC prohibits the possession or use of alcoholic beverages or illicit drugs by students on or off campus. The consequences for Drug and Alcohol use for CRC students are stated on pages 6, 34-36 of the student handbook. Crowley’s Ridge College has adopted and implemented a Crime Awareness and Campus Security Program in order to fulfill the requirements of the Higher Education Opportunity Act (Public Law 110-315) (HEOA) which was enacted
3. On August 14, 2008, and reauthorizes the Higher Education Act of 1965, as amended (the HEA). A part of this program is that every college and university is to have a **Drug and Alcohol Abuse Prevention Program**, in order to fulfill the regulations found in section 22 of the Drug Free Schools and Communities Amendments of 1989 (Public Law 101-226). This program which includes information on 1) information on preventing drug and alcohol abuse; 2) standards of conduct pertaining to use or possession of alcohol or drugs by CRC students and employees; 3) a description of sanctions under, local, state, and federal law for unlawful possession or use; 4) a description of any drug and alcohol counseling, treatment, or rehabilitation programs available to students and employees; 5) a description of associated health risks; 6) a clear statement that the school will impose sanctions on students and employees for violations of the standard of conduct. Although information concerning this program is distributed at proper times, current or prospective students or employees may receive this information upon request. A copy of The **Drug and Alcohol Abuse Prevention Program** is available in the office of the Dean of Students.
4. Annual Safety & Security Report and Annual Fire Safety Report: CRC is committed to assisting all members of the CRC community in providing for their own safety and security. For CRC, the *Campus Safety Survey Administrator (CSSA)* is designated as the Dean of Students. The CSSA collects data concerning the number and nature of crimes and fires on the CRC campus and reports that information to the U.S. Department of Education on the annual **Safety and Security Survey**. After providing the data to the U.S. Department of Education, the information can be reviewed and is made available to the public on the Department of Education’s website located at <http://ope.ed.gov/security>. Copies of the report are also available in the office of Dean of Students.

5. The Equity in Athletics Disclosure Act (EADA) requires a school that has an intercollegiate athletic program to make prospective and current students aware of its commitment to providing equitable athletic opportunities for men and women students. A school must publish its EADA report and make it available to students, prospective students and the public. Copies of the EADA report for CRC are available upon request in the Athletic Director's Office or on the U.S. Department of Education Website <http://ope.ed.gov/athletics/>.
  
6. Crowley's Ridge College (FERPA) Family Educational Rights and Privacy Act of 1974 Information: The Family Educational Rights and Privacy Act of 1974 (FERPA) requires that institutions of higher education strictly protect the privacy rights of all students who are or who have been in attendance. As a general rule, a student's academic record is confidential and information contained in the student's education records can be shared only with those persons or entities specified within the Act. Crowley's Ridge College will not release information to unauthorized persons without written approval from the student. However, under 34CFR 99.31 Crowley's Ridge College can release a student's information to another institution in which the student seeks or intends to enroll. The following items are considered public information and may be made available upon inquiry, unless the student requests nondisclosure, in writing, to the Registrar Office: name, address, phone number, enrollment status, degrees obtained, and dates of attendance. Request for nondisclosure is effective until the student notifies the Registrar, in writing, that the request is to be voided. Crowley's Ridge College intends to comply fully with the Family Education Rights and Privacy Act (FERPA) which was designed to protect the privacy of educational records, to establish the right of students to inspect and review their educational records for the purpose of making any necessary corrections. Students also have the right to file complaints with the FERPA office concerning alleged failures by the institution to comply with the Act. Questions concerning the Family Education Rights and Privacy Act should be referred to the Office of Dean of Students.
  
7. Complete information about FERPA regulations is available on the following website that is maintained by the U.S. Department of Education.  
<http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html>