

# COMMUNITY RESOURCES

## POLICE, AMBULANCE, AND FIRE

Emergency assistance.....911  
(Or 9-911 from a campus extension)

### To report drug or other crime tips:

State.....1-800-TIP-US-OFF (847-8763)  
Local.....448-CRYM (448-2796)

### Campus—all phones are area code 417

Campus Security ..... ext. 2222 or 417-448-4139  
P.E.O. Hall Director....ext. 3050, cell 448-9787  
Reeves Hall Director....ext. 4050, cell 448-4168  
Robertson Hall Director...ext. 5050, cell 684-5555  
Coordinator of Counseling..... ext. 2157  
24-hour crisis line (beeper)...1-888-628-8843  
(Leave your name and phone number, and a  
mental health professional will contact you  
as soon as possible.)  
Director of Housing/Asst. Vice ..... ext. 2157  
President for Student Life  
cell 684-0182, home 667-4452  
Health Services ..... ext. 2157  
Vice President for Student Life..... ext. 2126  
cell 448-7466, home 944-1442

### Local—all phones are area code 417

Adult and Family Counseling .....667-3031  
Alcoholics Anonymous.....667-9850  
Allied Mental Health.....667-8700  
Alternatives in Mental Health.....667-8008  
Butler-Davidson Counseling.....667-9608  
Moss House (domestic violence) .....667-3733  
Nevada Mental Health (24-hour) .....667-8352  
Nevada Regional Medical Center .....667-3355  
The Wellness Company .....667-4230  
Vernon County Health Dept. ....667-7418

In accordance with the Campus Sex Crimes  
Prevention Act, to obtain a copy of registered  
sex offenders enrolled, working, or  
volunteering at Cottey College, contact:

Director of Security  
Cottey College  
1000 W. Austin  
Nevada, MO 64772

To obtain information on registered sex  
offenders in the state of Missouri, including  
Vernon County, go to the following link:

[Search Missouri Sex Offender Registry](#)

A  
COMMITMENT  
TO YOUR  
SAFETY

Cottey College  
2008-2009

Cottey College is committed to ensuring a  
safer environment for students,  
employees, and guests. This brochure,  
prepared in accordance with the Jeanne  
Clery Disclosure of Campus Security  
Policy and Campus Crime Statistics Act,  
is designed to inform students, employees,  
and guests about campus resources,  
policies, and crime statistics.

Published by the Office of Student Life  
June 2009

Cotney is a safe place to work and study. This is due, in part, to its rural Midwest location and small size. Even so, personal safety is important on campus, and we continually strive to make improvements to the facilities and grounds that help make the possibility of crime less likely. It is important to recognize that in today's highly mobile society, no place is absolutely safe. Students, employees, and visitors should always practice the same kinds of personal safety precautions and judgment as they would at home or anywhere else.

The table lists the frequency of crimes occurring on campus, as reported to campus security authorities and the local police. All of the crimes listed in the table are violations of both state law and College policy. Crime victims are encouraged to involve the local police any time a crime occurs on campus. Students engaging in criminal behavior are subject to campus disciplinary action, in addition to any legal actions taken by local authorities. Disciplinary sanctions can involve anything from a reprimand to dismissal.

<b>REPORTED INCIDENTS</b>			
	<u>06-07</u>	<u>07-08</u>	<u>08-09</u>
<b>Murder</b>	0	0	0
<b>Rape</b>	0	0	0
<b>Forcible and Nonforcible</b>			
<b>Sex Offenses</b>	0	0	0
<b>Robbery</b>	0	0	0
<b>Aggravated Assault</b>	0	0	0
<b>Burglary</b>	0	0	0
<b>Motor Vehicle Theft</b>	0	0	0
<b>Hate Crimes</b>	0	0	0
<b>ARRESTS</b>			
	<u>06-07</u>	<u>07-08</u>	<u>08-09</u>
<b>Alcohol Violations</b>	0	0	0
<b>Drug Violations</b>	0	0	0
<b>Weapons Violations</b>	0	0	0
<b>CAMPUS DISCIPLINE</b>			
	<u>06-07</u>	<u>07-08</u>	<u>08-09</u>
<b>Alcohol Violations</b>	7	5	2
<b>Drug Violations</b>	0	0	0

## **REPORTING CRIMES AND OTHER EMERGENCIES**

**Criminal actions and emergencies requiring ambulance, fire, and police assistance should be reported immediately by dialing 911 or 9-911 from any campus extension.** The Nevada Police Department, Fire Department, and Vernon County Ambulance will respond to emergencies occurring on campus. **If you believe you have information related to a crime, you are encouraged to call the Nevada Police Department Crime Tips Hotline. To leave your confidential information, call 448-CRYM (448-2796).**

Students and employees may report nonemergency situations by contacting campus security at extension **2222 or 417-448-4139.**

When calling 2222:

- **Wait** for the call to be processed electronically and to be answered.
- **Identify yourself, the location, and the situation.** This is a radio transmission, and there will be short pauses between both sides of the conversation.
- **Speak slowly and clearly.** Wait for acknowledgement from security that they understood you.
- **Call again,** if you have a poor connection, or in case of no answer.

Hall directors, resident assistants, and hall receptionists can assist you in contacting local authorities or College personnel in nonemergency situations. Campus officials such as security personnel, residence hall staff, and the vice president for student life, are obligated by law to inform local law enforcement when a crime is reported to them. The names of victims may be withheld if they wish to remain anonymous.

## **SECURITY OF CAMPUS FACILITIES**

Providing a secure campus is of the utmost importance to the College. The Physical Plant maintains the campus and is responsible for providing 24-hour-a-day campus security. Cotney's security personnel do not have special training, are not armed, and do not have authority to make arrests. They are available to assist students and employees in nonemergency situations. Security patrols the campus grounds and buildings, checks doors, and generally deters crime. They contact local authorities to respond to emergencies on campus. Campus safety is also promoted

through the regular maintenance of buildings and grounds, including an emphasis on campus lighting and the trimming of bushes. **Three emergency call stations are located on the south side of the campus:** one near Hinkhouse Center and the parking lot; one east of the Chapel near Reeves Hall; and one south of the Library near the Rubie Burton Academic Center. **One emergency call station is located on the north side of campus near Neale Hall.** Calls go directly to the 911 dispatcher and should be used only in the case of an emergency. The dispatcher will respond and ask the nature of the emergency. The speaker on the pole acts as a cordless telephone. A blue light also begins flashing and can only be turned off by campus security personnel. **A phone that will access only campus extensions is on the back of the emergency call station that is located between the Chapel and Reeves Hall.**

With the exception of residence halls, that are accessible only by keycard 24/7 (except Robertson hall during lunch and dinner), the majority of campus facilities are accessible to members of the campus community and visitors during regular business hours Monday through Friday. Buildings are secured after hours through a keycard system. Students can gain access to all three residence halls 24 hours a day with their keycards. Security cameras are located at the main entrances of each residence hall and are monitored by the student receptionist, when on duty, and are recorded.

Other campus facilities are generally accessible until 1 a.m. Employees may gain limited access to campus facilities with their keycards. Hinkhouse Center is accessible by keycard to students, guests, employees, and their dependents until 1 a.m. **In order to maintain security, lost keycards should be reported immediately to the Office of Student Life at ext. 2157 or to security at ext. 2222 or 417-448-4139.**

In addition to security personnel, hall directors and resident assistants are on duty after hours on a rotating basis. Each residence hall is staffed by a receptionist generally from 11 a.m. to 11 p.m. Halls open at 9 a.m. Saturday and Sunday, and also remain open until 10:30 p.m. nightly.

## **CRIME PREVENTION**

Cottery offers a variety of informational programs and materials promoting personal safety, including sexual assault prevention. Campus policies and procedures concerning safety and security are printed in the Student Handbook, including safety tips and emergency resources.

Cottery students and employees are urged to practice personal safety habits both on and off campus that may reduce their risk of becoming a victim. Avoid walking in areas that are poorly lit, and never walk alone at night. The College encourages students (especially suitemates) to look out for each other and to involve campus authorities when the safety of a student is of concern.

Larceny occurs on every campus and is one of the most preventable crimes. Students are encouraged to lock their doors when outside of the suite. Personal engravers are available in each residence hall. A personal inventory sheet is also available to list items of value, including a description and serial numbers, which are then kept by the hall director.

All students are urged to use campus lots for parking as a means of preventing vandalism and theft. Students are required to display a free parking permit. Cars should be locked and not contain valuables.

Students should report any thefts or acts of vandalism. Theft and incident reports are available from hall staff. Students should also report more serious acts to the local police.

## **POLICIES ON ALCOHOL AND DRUGS**

Cottery policy prohibits the unlawful possession, use, manufacture, or distribution of alcohol, illicit drugs, or controlled substances by students or employees on College property. An exception to this policy is made, with permission of the President, for groups of employees to have beer or wine at social gatherings held at B.I.L. Lodge. Students may not be present and all applicable laws must be upheld. Information concerning alcohol and drugs is distributed annually to all students and employees in a publication titled the Cottery Drug and Alcohol Abuse Prevention Program.

## SEXUAL ASSAULT INFORMATION

Many educational programs designed to promote awareness of rape and other sex offenses are presented annually through the Student Life Center and by student organizations. It is important to remember that the presence of alcohol at any function increases the likelihood of sexual assault. Fraternity houses in particular have been reported to have a higher frequency of sexual assaults. While Cottey does not have any off-campus housing or Greek organizations, students should exercise caution when visiting other campuses.

All members of the College community must live and work within the guidelines of a comprehensive sexual harassment policy which is found in the Student Handbook and in the Cottey College Manual for Administrative Staff Employees and the Cottey College Manual for Hourly Wage Employees. Students and employees who violate this policy may be disciplined up to and including dismissal. Any student or employee who believes that she or he may be the victim of sexual harassment may bring the matter to the attention of the vice president for student life, the vice president for academic affairs, or the director of human resources. In charges of sexual assault as a violation of the sexual harassment policy, both parties will be entitled to the same opportunity to have others present during any disciplinary proceedings, as determined by the hearing officer. In addition, both the accuser and accused are entitled, according to law, to be informed of the outcome of the disciplinary proceeding alleging sexual assault.

The College's authority over visitors to the campus who commit sex offenses on campus is limited to reporting them to local law enforcement officials and banning them from campus property. Individuals banned from campus may be arrested for trespassing if they refuse to leave.

Students or employees who become victims of sex offenses, whether on or off campus, are encouraged to report the crime to local law enforcement authorities. Campus officials are available to assist students or employees in this process. Campus officials will facilitate changes in academic or living conditions, which happen to be connected in some manner

to an offense, if reasonable options for change are available.

## IF YOU ARE RAPED OR SEXUALLY ASSAULTED

- **Get to a safe place as soon as you can.**
- **Contact someone you trust**, a close friend or resident assistant, to be with you and support you.
- **Try to preserve all physical evidence.** Do not wash, use the toilet, or change clothing if you can avoid it. If you do change clothes, put all clothing you were wearing at the time of the attack in a paper, not plastic, bag.
- **Get medical attention** as soon as possible to obtain care for your physical needs and to collect important evidence in the event you may later wish to take legal action.
- **Contact the local police** by calling 911 (9-911 from a campus extension) or 448-2710.
- **Talk with a counselor** who will maintain confidentiality, help explain your options, give you information, and provide emotional support. If you were victimized weeks or years ago, assistance is still available to you. Talking with someone now may help you cope better with abuse from the past, whether it was rape, child sexual abuse, incest, or sexual harassment.

The [Counseling Office](#) is located on the second floor of Hinkhouse Center. Appointments can be scheduled by calling **ext. 2157**. In case of an after-hours emergency, call the **Allied Mental Health 24-hour crisis line at 1-888-628-8843**. Leave your name and number, and a mental health professional will contact you as soon as possible. You may also **contact a PEP member, R.A., or hall director**.

**Safety is everyone's responsibility. If any situation causes you to feel unsafe, take appropriate steps to provide for your safety if needed, and then contact security, a member of the hall staff, or the vice president for student life.**