

Mayville State University

Campus Crime Reports and Statistics

Mayville State University has a student population of approximately 1100, and approximately 150 faculty and staff members. MSU is concerned about the safety and well-being of all students, staff, faculty, and visitors who are on the campus and attempts to ensure a safe and secure environment in which to live, work, and learn.

In accordance with the Campus Security Act of 1990, 1992 and 1998 and the Higher Education Opportunity Act of 2008, Mayville State University provides information relating to crime statistics and security measures to prospective students, active students, and all employees. Crime statistics for the most recent five year period are available through the Student Services Office and are detailed below.

Mayville State University Crime Statistics

Nature of Offense	1/2011 to 12/2011	1/2012 to 12/2012	1/2013 to 12/2013	1/2014 to 12/2014	1/2015 to 12/2015
Murder	0	0	0	0	0
Forcible sex	Campus Residence=1	Campus Residence=1	0	Campus Residence=1	0
Non –forcible sex	0	0	0	0	0
Robbery	0	0	0	0	0
Aggravated Assault	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Burglary	0	0	Campus Residence=1	0	On-Campus=1
Arson	0	0	0	0	0
Manslaughter	0	0	0	0	0
Hate/Bias Crimes	0	0	0	0	0
Liquor Law Violations	Campus Residence Violations=35	Campus Residence Violations=26	Campus Residence Violations= 18	Campus Residence Violations=46	Campus Residence Violations=2
Drug Abuse violations	Campus Residence Violations=1	Campus Residence Arrests= 2 Campus Residence Violations=3	Campus Residence Violations=2	Campus Residence Violations=4	0
Weapons Violations				Campus Residence Violations-1	0
Domestic Violence				0	0
Dating Violence				0	Campus Residence=1
Stalking				0	0

Arson, manslaughter, and Hate/Bias crimes are first reported for the period of 10/1/98 to 12/31/98. All other crimes are reported for the full calendar year. Prior to 1998 only **arrests** for liquor law, drug abuse and weapons violations that occurred on campus were reported. Since 1/1/98 liquor law, drug abuse, and weapons violations include on campus arrests as well as referrals for campus disciplinary action. Since 1/1/98 all reports of crime incidents are identified as occurring in a campus residence, on/about campus property, on/about non-campus property used by the institution, or on/about public property adjacent to the institution. All violations cited above involved students residing in university operated residence halls or occurring on/about campus facilities or on property adjacent to the campus. Since 1/01/2009 reports of

hate crimes include larceny-theft, simple assault, intimidation, and destruction or vandalism of property. The definition of Burglary has also been modified to include any forced and unlawful entry into a structure with the intent of committing a felony or theft. In compliance with Title IX and Violence Against Women Act, additional data is reported, starting with calendar year 2014, for Domestic Violence, Dating Violence and Stalking incidents. These definitions include:

Domestic violence – includes asserted violent misdemeanor and felony offenses committed by the victim’s current or former spouse, current or former cohabitant, person similarly situated under domestic or family violence law, or anyone else protected under domestic or family violence law.

Dating violence – means violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was such relationship will be gauged by its length, type, and frequency of interaction.

Stalking- means a course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or others’ safety, or to suffer substantial emotional distress.

Mayville State University does not employ any campus security personnel who have authority to investigate an incident involving criminal activity. Any suspected incident of a crime or criminal activity should be reported to an appropriate University official and/or to local police officials. The following individuals should be contacted if a suspected crime or criminal activity has occurred on campus, and they in turn will notify appropriate law enforcement personnel:

1. Jeffrey Powell, Director of Student Life – Campus Center 103, 788-4697
2. Andrew Pflipsen, Vice President for Student Affairs — Main 112C, 788-4770
3. Bob Kozojed, Nightwatch Supervisor/Chief Security Officer and Custodial Services Supervisor – Campus Center Building, 788-4872.

In addition, students residing on campus should contact their appropriate hall director if a crime has occurred in a residence hall. Any MSU faculty or staff member who has knowledge of an alleged criminal incident must report that information to one of the above named officials as soon as possible. Staff members who are in a professional counseling relationship with a student who reports an alleged criminal incident are exempt from this reporting requirement. However, counselors are encouraged to inform the person making a confidential report of a crime of the appropriate procedures for voluntarily disclosing such information to an appropriate university or police official.

When a report of a suspected crime is received, an appropriate university official will conduct a preliminary investigation and will contact local law enforcement for assistance. Mayville State University has a formal Memorandum of Understanding with local law enforcement that provides for the following joint actions and responses to incidents of criminal behavior that occur on campus:

1. Mayville State University shall report to local law enforcement all serious crimes occurring on the Mayville State University campus of which University officials have received notice.
2. Local law enforcement shall promptly investigate all such reported actions, and Mayville State University shall cooperate fully in such investigation. Local law enforcement shall provide oral and written reports of any such investigations in a timely manner and as permitted by law.
3. Subject to state and federal laws, University officials shall also, upon request, cooperate fully and provide any relevant information in their possession regarding any other criminal investigation being conducted independently by local law enforcement.
4. Prior to coming on the Mayville State University campus to investigate or prevent any actual or possible criminal activity not reported by Student Services Office, local law enforcement shall first notify the University of its planned activity and shall comply with all reasonable measures requested by University officials to avoid student disruption.

5. Mayville State University shall provide limited access to local law enforcement to the campus security camera system.

Students or employees who have knowledge of criminal activity are encouraged to file a written report with university officials and local police, although verbal reports will also be investigated.

Based on a preliminary investigation, university officials will determine appropriate courses of action, including, but not limited to the following:

1. Await results of a formal investigation by police officials before proceeding with institutional actions;
2. Conduct a full and thorough investigation of the reported incident and proceed with appropriate disciplinary actions, if warranted;
3. Determine that there is not enough information to proceed with formal disciplinary action.

Once appropriate action has been determined, all parties involved in the alleged criminal incident will be notified of their rights and responsibilities according to the Student Code of Conduct. Any action taken by university officials will not preclude further legal and/or civil action by the university or any victim(s). If necessary to protect students and employees, a general announcement will be made in a timely matter to the university community about the alleged criminal incidents. In all cases, a report of an alleged crime as detailed above will be recorded and included in subsequent Campus Security Reports. The Student Affairs Office is responsible for preparing and distributing the annual Campus Security report and does so in coordination with local law enforcement personnel. Periodically, local law enforcement updates the Director of Student Life, the Vice President for Student Affairs and the Chief Security Officer of criminal activity that occurs both on and off campus by individual students and/or groups of students (including any officially recognized student organizations). At least once each year local law enforcement provides data to the institution of any crimes committed on campus, as well as in/on non-campus buildings owned by the institution. This data is included as part of the annual statistical report referenced above. In addition, local law enforcement maintains a list of registered sex offenders who reside in the Mayville and Portland communities. Interested individuals may contact the police at 701-636-4610 for more information. Should a registered sex offender enroll for classes at the university, the institution may decide to disclose the identity of that individual if it is deemed to be necessary to protect the safety and security of other enrolled students. Such disclosure is consistent with recently issued guidelines of the Family Educational Rights and Privacy Act (FERPA).

I. Security and Access to Campus Facilities

A. Campus Security

University Nightwatch staff conduct foot patrols in University buildings and grounds between the hours of 9:00 pm and 5:00 am, seven days a week. They document violations of university regulations and report violations of state and local laws. Phone contact is maintained by Nightwatch personnel with local police for incidents where police support is necessary. Mayville State University's Chief Security Officer coordinates the efforts of the University Nightwatch staff (NWP) and works closely with local law enforcement. Mayville State University does not employ law enforcement or security personnel, but relies on local law enforcement staff for professional support when incidents of criminal activity occur.

A building lock-up schedule is maintained by the University and campus Nightwatch staff lock and checks each building on the schedule. Nightwatch staff, and university housing directors/managers, together with

local law enforcement enforce laws regulating underage drinking, and the use of controlled substances, (Alcoholic beverages and illegal drugs are not permitted on campus) as outlined in policies implemented as part of the Drug Free Schools and Community Act. Information regarding policy provisions is available from the Office of Student Affairs.

Firearms and dangerous weapons of any type are not allowed in residence halls. Possession or use of fire arms or fireworks of any type is not permitted anywhere on campus without written permission of the Chief Security Officer. Suspicious activity of any kind can be reported directly by any student, faculty member, or employee to the Chief Security Officer, Nightwatch staff, or university housing directors/managers.

Nightwatch staff maintains a schedule of daily patrols throughout campus and note any unusual activity and/or circumstances on written summary sheets. These summary sheets are reviewed by the Chief Security Officer and shared with the Director of Student Life and Vice President for Student Affairs when necessary. Residence hall staff also report regularly to the Director of Student Life about any unusual activities within the residence halls. Certain noted situations require an administrative response along with action by nightwatch staff, housing directors, or police officers. The Vice President for Student Affairs office works closely with the aforementioned entities to handle such incidents.

B. Security in University Housing

MSU has both residence halls and apartment housing units on campus. Each residence hall has their wing doors locked on a 24 hour basis. Student room locks are of quality construction and key security has been improved through the use of check out forms and billing for lost keys. Each residence hall student is issued an outside door key which opens only the outside door locks for their residence hall, and some halls issue wing keys as well. Phones are available in hall entryways or in each of the hall lounges for visitors to use to contact hall residents. All visitors must be escorted by a resident of the hall.

A special night security/Nightwatch staff member is employed in the residence halls and conducts regular 'patrols' in the buildings and communicates regularly with resident assistants and the residence hall director when inappropriate or illegal activities are observed.

One professional is employed to direct/manage each hall. Resident assistants or student building managers are employed in each campus residence building. The ratio of residents to student assistants is approximately 25:1. Residence hall staff makes rounds through each building several times per evening. The residence hall staff are an immediate link with local law enforcement should the need arise. Staff training includes information on safety and security. Awareness programs for residents are held yearly and information about such topics such as personal safety, acquaintance rape, and campus resources responsible for counseling and alcohol awareness are provided.

The current MSU Residence Hall Handbook, which is made available to every student residing in campus housing, outlines procedures and methods used to ensure the safety of students.

C. Student, Faculty, and Staff Responsibility

The cooperation and involvement of the campus community is absolutely necessary to maintain a secure environment. Students, faculty members, and staff must assume responsibility for their own personal safety and the security of their personal belongings by taking simple, common sense precautions. For example, although the campus is well lighted, any student—male or female—may feel more comfortable walking with someone they know (rather than alone) when returning to the residence halls late at night. Room doors should be locked at night and whenever the room is unoccupied. Serial numbers of valuable items such as

stereos, cameras, and televisions should be recorded and those numbers should be kept in a safe place. Bicycles should be licensed and secured with a sturdy lock. Cars must be parked in the assigned areas and kept locked. Valuable items should be locked in the trunk. Any suspicious incidents or individuals should be reported to a Residence Hall Director, to a university official listed above or directly to law enforcement personnel listed below.

1. Traill County Sheriff 701-636-4510

Information sessions are held for students, and informational materials are distributed to students and faculty/staff each year to remind the campus community of security procedures and practices and to acquaint them with common crime prevention measures.

D. Alcohol and Drug Abuse Provisions.

The abuse of alcohol and drugs represents a major health problem in the United States today and poses a serious threat to the health and welfare of the members of the Mayville State University community. For these reasons the following statement regarding drug and alcohol use by students and employees at Mayville State has been issued:

As a condition of their employment or enrollment at Mayville State University, a student or employee will not engage in the unlawful manufacture, distribution, possession, or use of a controlled substance nor engage in the unlawful possession, distribution, or use of alcohol on university property or as part of any university activity during the period of employment or enrollment. Furthermore, any employee or student at Mayville State University agrees to obey federal, state, and local laws relating to the unlawful possession or distribution of illicit drugs and alcohol, and to abide by sanctions which the institution may impose for violations of its standards of conduct, up to and including termination or suspension. If an employee or student is convicted of an alcohol or drug related offense occurring on-campus, he/she must notify the institution within five days of such a conviction. In addition, federal law mandates that Mayville State must communicate information regarding the conviction of a student or employee for a drug or alcohol related offense which occurs on- campus to the appropriate federal agency within ten days.

The University's response to alcohol and other substance abuse is detailed in its Drug Free Schools and Community Policy.

II. Reporting of Campus Security ACT Provisions

A. Annual reporting to campus constituencies.

Each year (prior to October 1) every enrolled student and employed faculty/staff member receives a written notice that the Campus Security Act information is available electronically at the MSU Website at: <http://www.mayvillestate.edu/about-msu/reports-policies/> or in printed format. Students or faculty/staff may request a printed version from the Student Services Office in Main 112C. Likewise, printed copies of the policy are available, upon request, to any prospective student, parent or member of the general public from the Student Services Office. These crime statistics are also reported to the US Department of Education as part of the annual Campus Security Report.

B. Notification to campus community of immediate threats or situations.

When necessary, reports of alleged crimes that pose a threat to students and employees will be reported to the entire campus community on a timely basis. Electronic notices via campus e-mail will be used as appropriate, along with phone voice mail, mail box notices and other traditional methods of crime prevention. **An immediate threat of violence, such as a report of someone on campus with a weapon, will be shared with the campus community via the institution's Emergency Notification System, which is a multi-notification system using phone, e-mail, and text messages.** All faculty, staff and students are required to provide notification information to a central data base maintained by the North Dakota University system. All other students are strongly encouraged to provide phone (including cell) numbers and off campus e-mail addresses to be used in the event of a situation requiring immediate and prompt notice. The university has developed a process and procedure as outlined in Policy M1902 – Emergency Notification System to assess any immediate threats of violence and has developed a protocol for initiating an emergency notification, using the institution's Emergency Notification System. These procedures include:

1. Students are allowed to leave cell phones on during class to receive emergency notifications unless instructed otherwise by faculty. If a faculty member instructs students to turn off their cell phones, the faculty member must be able to receive emergency notifications by one of the following methods:
 - a. Registered personal cell phone that is turned on.
 - b. Registered campus email when a computer or other electronic communication device is active.
2. The emergency notification system is only for emergencies as defined in SBHE Policy 1902. An "emergency" means a situation that poses an immediate threat to the health or safety of someone in the institution or system community or significantly disrupts institution or system programs and activities. Mayville State University's Emergency Management Team (EMT) is responsible for defining emergencies that warrant system use. The EMT is made up of the President, Vice President for Academic Affairs, Vice President for Student Affairs, Vice President for Business Affairs, Executive Director for Institutional Effectiveness, Athletic Director, Executive Foundation Director, and the ENS administrator. MSU will conduct ENS tests at least once each semester.
3. These emergency response, evacuation and notification procedures are publicized to the campus community on annual basis through e-mail distribution and are tested on an annual basis in a manner determined by the Emergency Management Team.

C. Notification to victims of campus crimes.

The institution will, upon written request to the Vice President for Student Affairs, disclose to the alleged victim of any crime of violence, or a non-forcible sex offense, the report of the results of any disciplinary proceeding conducted by the institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim of such crime or offense is deceased as a result of such crime or offense, the next of kin of the victim shall receive the disclosed information. This information shall be disclosed in written form within a reasonable time period after all appeals processes have been exhausted by the alleged perpetrator and after any appropriate criminal investigations have been completed.