

Mayville State University
Annual Crime Reporting/Clery Act



Table of Contents

Introduction 3

Requirements under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act 3

Campus Safety Protocols 4

Emergency Responses 4

Campus Safety Authorities 4

Reporting 4

Responses 5

Clery Geography 5

Campus Crime Statistics 5

Campus Crime: Category of Bias for crimes/Hate Crime reported 6

Arrests and Referrals 7

VAWA Offenses 7

Other Campus Safety Information 7

Annual Fire Safety Report 8

Fire Statistics - Summary 8

Introduction

Choosing a postsecondary institution is a major decision for students and their families. Along with academic, financial, and geographic considerations, the issue of campus safety is a vital concern. In 1990, Congress enacted the *Crime Awareness and Campus Security Act of 1990* (Title II of Public Law 101-542), which amended the *Higher Education Act of 1965 (HEA)*. This act required all postsecondary institutions participating in HEA's Title IV student financial assistance programs to disclose campus crime statistics and security information. The act was amended in 1992, 1998 and 2000. The 1998 amendments renamed the law the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* in memory of a student who was slain in her dorm room in 1986. It is generally referred to as the *Clery Act*.

On August 14, 2008, the *Higher Education Opportunity Act* or *HEOA* (Public Law 110-3115) reauthorized and expanded the *Higher Education Act of 1965*, as amended. *HEOA* amended the *Clery Act* and created additional safety-and security-related requirements for institutions.

Requirements

As required by the *Clery Act* every institution must:

- Collect, classify and count crime reports and crime statistics.
- Issue campus alerts. To provide the campus community with information necessary to make informed decisions about their health and safety institutions must:
 - Issue a timely warning for any *Clery Act* crime that represents an ongoing threat to the safety of students or employees;
 - Issue an emergency notification upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus.
- Publish an annual security report containing safety and security related policy statements and crime statistics and distribute it to all current students and employees. Schools must inform prospective students and employees about the availability of the report. The Security Report and the Annual Fire Report herein is for the calendar years: **2017, 2018, and 2019.**
- Submit crime statistics to the Department of Education (ED).
- In addition to the requirements for all institutions listed above Mayville State University must:
 - Make available a daily crime log of alleged criminal incidents that is open to public inspection.
 - Disclose missing student notification procedures that pertain to students residing in on-campus student housing facilities.
 - Disclose fire safety information related to on-campus student housing facilities
 - Keep a fire log that is open to public inspection
 - Publish an annual fire safety report containing policy statements as well as fire statistics associated with each on-campus student housing facility, including number of fires, cause, injuries, deaths and property damage.
 - Submit fire statistics to ED.
 - Inform prospective students and employees about the availability of the report.
- Publish an annual security report containing safety- and security-related policy statements and crime statistics. This security report and its referenced documents are available to all current students and employees and prospective students and employees. The *Clery Act* requires our institution to disclose three general categories of crime statistics:
 - **Criminal Offenses**---Criminal Homicide, including: a) Murder and Non-Negligent Manslaughter, and b) Negligent Manslaughter and several sex or relationship-related acts of violence; and (c) property damage acts such as Arson; Robbery; Aggravated Assault; Burglary; or Motor Vehicle Theft.
 - **Hate Crimes**---Any of the above-mentioned offenses, and any incidents of Larceny-Theft, Simple Assault, Intimidation, or Destruction/Damage/Vandalism of Property that were motivated by bias of the victim's actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, or disability.
 - **Arrests and Referrals for Disciplinary Action** for Weapons Violations, Drug Abuse Violations, and Liquor Law Violations.

To assist our students to make healthy and safe decisions, the University

- provides educational programs and campaigns. The programs and campaigns promote the awareness of dating violence, domestic violence, and sexual assault and stalking. A comprehensive program addressing these issues is directed to all incoming students and new employees; and made available. Employees – new and returning – have ongoing training requirements.

- collects contact information for resident students such that that person can be contacted in the event the students is determined to be 'missing,' in accordance with our Missing Student Protocol, found at <https://mayvillestate.edu/about-msu/consumer-information/>
- has procedures for institutional disciplinary action in cases of dating violence, domestic violence, sexual assault and stalking. Policy 520.01 and Protocol 520.02 are located at: <https://mayvillestate.edu/about-msu/consumer-information/university-policy-manual/500s-student-affairs/> and address these critical issues.

Safety and Reporting

Mayville State relies on the Traill County Sheriff's Department for law enforcement protocols. University administrators and staff have relationships with officers in the Sheriff's Department. A formalized Memorandum of Understanding regarding the services and types of access officers have on our campus exists between the Sheriff Department and the University.

Additionally, Mayville State has a security staff that is on campus early and late everyday and has a 24-hour (during the academic semesters) telephone number carried by a staff member who is on campus. Doors are locked and checked by staff; a camera system is available to determine activity in well-trafficked locations; electronic door access is the norm for our residence halls and other locations; and educational activity around issues of safety are offered frequently and broadly.

Documents and protocols regarding campus safety are available at:

<https://mayvillestate.edu/about-msu/consumer-information/#security> and at:

<https://mayvillestate.edu/about-msu/consumer-information/#resource>

We are a college campus, and it is inevitable some crime and/or violation of policy may occur. Students and persons in the University community who experience crime may:

- Call 911 (emergency) or 701-656-4510 (business or routine) for the Traill County Sheriff's Department
- Call 701-430-0000 for a University security official
- Contact the Director of Student Life or the Director of Campus Security, both in the Campus Center
- Complete a report – including an anonymous report – at <http://mayvillestate.edu/campus-living/student-life/report-concern/>

Persons who experience any of the crimes of dating violence, domestic violence, sexual assault, or stalking may

- Call 911 (emergency) or 701-656-4510 (business or routine) for the Traill County Sheriffs Department
- Call 701-430-0000 for a University security official
- Contact the Title IX Coordinator, Dr. Andrew Pflipsen, at andrew.pflipsen@mayvillestate.edu; or at 701-788-4770, or at Old Main 112C.
- Contact the Director of Student Life or the Director of Campus Security, both in the Campus Center
- Complete a report – including an anonymous report – at <http://mayvillestate.edu/campus-living/student-life/report-concern/>

The University uses disciplinary meetings with a disciplinary officer for reported violations of campus policy. Sanctions for those students who are determined to have violated policy include a range between censure and suspension or dismissal; and often include an educational or restorative mandate. Employees accused of misconduct are subject to discipline by their supervisor or following an investigation coordinated through Human Resources. Students accused of misconduct that is not a sexual- or gender-based harassment allegation are subject to the process located in the [Code of Student Rights and Responsibilities and Student Discipline Procedure](#); the process used for employees or students accused of sexual- or gender-based harassment is located at [Title IX/Sexual Misconduct and Sexual- and Gender-Based Discrimination Procedure](#).

In all situations, the University uses the standard of evidence called the preponderance of evidence standard, which indicates the burden of proof is met when the fact finder determines there is a greater than 50% chance that the claim is true. This standard is alternately called the "more likely than not" standard.

For students who are involved in disciplinary proceedings, the possible sanctions imposed following the results of disciplinary proceedings range from censure to a dismissal from the university. There are expectations the University abides by in the preparation for and the execution of disciplinary proceedings - provisions to ensure that proceedings will be prompt, fair and impartial; provisions the proceedings will be conducted by a university (or university system) official who receive annual training; and embedded opportunities for the accuser and accused to have others present during proceedings. There are protective measures the University may impose – counseling or do not contact orders or bans from campus orders, for example, that may be placed in order to protect all parties.

Emergency Responses

Mayville State relies on a texting service and through on-site instruction from university officials to respond and direct the public and members of the university community during times of emergencies. Example include:

- Shelter in Place. "Shelter-in-place" means selecting an interior room or rooms within your facility, or ones with no or few windows, and taking refuge there. The length of the shelter-in-place order may be short or lengthy, depending on instruction we receive from public services and law enforcement.
- Evacuate. When the fire alarm or other forms of instruction to evacuate the building are ordered, it is the obligation of all people to leave a building.
- Tornado: there are limited locations on campus with a working basement, and persons who are frequently on campus are encouraged to know the closest location to their workspace. There are basement areas in the Campus Center, the Library, near the link between the Classroom and the Science building, Old Main, and Agassiz Hall. If there is limited warning time, the first floor of the Birkelo residence hall and the interior wing hallway in Berg have limited window exposure.

Campus Crime Statistics

Offense (Not Reported by Hierarchy)	Year	On-Campus Property ¹	On-Campus Housing Facility	Non-Campus Property ²	Public Property ³	Unfounded Crimes
Murder/Non-negligent Manslaughter	2019	0	0	0	0	0
	2018	0	0	0	0	0
	2017	0	0	0	0	0
Negligent manslaughter	2019	0	0	0	0	0
	2018	0	0	0	0	0
	2017	0	0	0	0	0
Rape	2019	0	0	0	0	0
	2018	0	0	0	0	0
	2017	1	1	0	0	0
Fondling	2019	0	0	0	0	0
	2018	0	0	0	0	0
	2017	0	0	0	0	0
Statutory rape	2019	0	0	0	0	0
	2018	0	0	0	0	0
	2017	0	0	0	0	0
Incest	2019	0	0	0	0	0
	2018	0	0	0	0	0
	2017	0	0	0	0	0
Robbery	2019	0	0	0	0	0
	2018	0	0	0	0	0
	2017	0	0	0	0	0
Aggravated assault	2019	0	0	0	0	0
	2018	0	0	0	0	0
	2017	1	1	0	0	0

¹ Mayville State University is in Mayville, ND, and is bound on its North and East sides by privately owned farmland; on the South by First or Third Streets NE, in Mayville, and on the West by Second Avenue N (Trail Co Highway #14). "On Campus" Property reflects these boundaries.

² Mayville State does not own or control "Non-Campus Property." Mayville State complies with guidance regarding information collection for sanctioned off-campus trips by student groups related to crime statistics.

³ "Public Property" includes publicly-held (City of Mayville or State of North Dakota) property that is accessible from and proximate to the Mayville State campus, but is not private property. The streets within one-to-two blocks of campus and the sidewalks of those streets are considered, for this report, "public."

Burglary	2019	0	0	0	0	0
	2018	0	0	0	0	0
	2017	1	1	0	0	0
Motor vehicle theft	2019	0	0	0	0	0
	2018	0	0	0	0	0
	2017	0	0	0	0	0
Arson	2019	0	0	0	0	-
	2018	0	0	0	0	-
	2017	0	0	0	0	-

Campus Crime: Category of Bias for crimes/Hate Crime reported

Criminal Offense	Total	Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/ Manslaughter	0	-	-	-	-	-	-	-	-
Rape	0	-	-	-	-	-	-	-	-
Fondling	0	-	-	-	-	-	-	-	-
Incest	0	-	-	-	-	-	-	-	-
Statutory rape	0	-	-	-	-	-	-	-	-
Robbery	0	-	-	-	-	-	-	-	-
Aggravated Assault	1	1 - (2017) C, H	-	-	-	-	-	-	-
Burglary	0	-	-	-	-	-	-	-	-
Motor vehicle theft	0	-	-	-	-	-	-	-	-
Arson	0	-	-	-	-	-	-	-	-
Simple assault	0	-	-	-	-	-	-	-	-
Larceny-theft	0	-	-	-	-	-	-	-	-
Intimidation	0	-	-	-	-	-	-	-	-
Destruction/damage/ vandalism of property	1	-	1 - (2018) C	-	-	-	-	-	-

"C" – on Campus; "H" – in On-Campus Housing; "P" – Public Property in Proximity to Campus

Arrests and Referrals	Year	On-Campus Property	On-Campus Housing Facility	Non-Campus Property	Public Property	Unfounded Crimes
Weapons – Cited by Law Enforcement and reported to Mayville State	2019	0	0	0	0	0
	2018	0	0	0	0	0
	2017	0	0	0	0	0
Weapons – on-campus violations/referrals	2018	2	2	0	0	0
	2017	2	1	0	0	0
	2016	1	1	0	0	0
Drugs – Cited by Law Enforcement and reported to Mayville State	2019	0	0	0	0	0
	2018	3	3	0	0	0
	2017	0	0	0	0	0
Drugs – on-campus violations/referrals	2019	5	1	0	0	0
	2018	5	5	0	0	0
	2017	1	1	0	0	0
Alcohol/Liquor Law – Cited by Law Enforcement and reported to Mayville State	2019	0	0	0	0	0
	2018	7	7	0	0	0
	2017	0	0	0	0	0
Alcohol/Liquor Law – on-campus violations/referrals	2019	22	22	0	0	0
	2018	41	41	0	0	0
	2017	1	1	0	0	0

VAWA Offenses

Domestic Violence	2019	0	0	0	0	0
	2018	0	0	0	0	0
	2017	0	0	0	0	0
Dating Violence	2019	0	0	0	0	-
	2018	1	1	0	0	-
	2017	0	0	0	0	-
Stalking	2019	0	1	0	0	-
	2018	0	0	0	0	-
	2017	2	2	0	0	-

Arrests and Referrals	Year	On-Campus Property	On-Campus Housing Facility	Non-Campus Property	Public Property	Unfounded Crimes
Weapons – Cited by Law Enforcement and reported to Mayville State	2019	0	0	0	0	0
	2018	0	0	0	0	0
	2017	0	0	0	0	0
Weapons – on-campus violations/referrals	2018	2	2	0	0	0
	2017	2	1	0	0	0
	2016	1	1	0	0	0
Drugs – Cited by Law Enforcement and reported to Mayville State	2019	0	0	0	0	0
	2018	3	3	0	0	0
	2017	0	0	0	0	0
Drugs – on-campus violations/referrals	2019	5	1	0	0	0
	2018	5	5	0	0	0
	2017	1	1	0	0	0
Alcohol/Liquor Law – Cited by Law Enforcement and reported to Mayville State	2019	0	0	0	0	0
	2018	7	7	0	0	0
	2017	0	0	0	0	0
Alcohol/Liquor Law – on-campus violations/referrals	2019	22	22	0	0	0
	2018	41	41	0	0	0
	2017	1	1	0	0	0

Campus Safety Information

- [Consumer Information](#)
- [Traill County Sheriff's Department](#)
- [Student Handbook Safety Information](#)

The University maintains a security staff that monitors and patrols the campus. This staff is available 24 hours every night of the fall and spring semesters. Call **701-430-0000**.

The University maintains a reporting mechanism for family members or others who wish to file a complaint or register a concern. See <https://mayvillestate.edu/campus-living/student-life/report-concern/>



Annual Fire Safety Report

34 CFR 668.49(b) requires an institution that maintains any on-campus student housing facilities must publish an annual fire safety report by October 1 of each calendar year. The purpose of this report is to disclose fire safety policies and procedures related to your on-campus student housing and to disclose statistics for fires that occurred in those facilities. The annual fire safety report may be included in Clery Act-required annual security report as long as the title of the document clearly states that it contains both reports.

1. Description of each on-campus student housing facility fire safety system.

	Smoke Detector – wired to building alert system and will trigger alarm. Electrically powered	Smoke Detector – electrically powered but does not connect to building alarm panel. Local	Smoke Detector – battery powered, does not connect to building alarm panel, local sound	Horn/Klaxon sound when fire is reported or detected	fire extinguishers in conspicuous locations and near cooking areas.	fire doors and walls that reduce the spread of a fire	sprinkler system in living and other areas
Agassiz Hall	•			•	•	•	•
Berg Hall		•		•	•	•	
Birkelo Hall		•		•	•	•	
Family Apartments			•		•		

2. Number of fire drills held during the previous calendar year.

Mayville State University holds one scheduled fire drill in the three residence hall facilities during the fall semester, and holds one unannounced fire drill in the spring semester. If a false alarm is sounded and sufficient staff is available such that the goals of a drill have been accomplished, the spring fire drill may be nullified.

3. Policies or rules on portable electrical appliances, smoking and open flames in a student housing facility:

portable electrical appliances: students are not to use appliances that (1) have open coils or (2) are used for the purpose of generating heat, except for heating pads or heating blankets in their rooms; hair driers and curling irons, and clothes irons. Students have access to cooking facilities in all buildings and may bring a coffee maker or the like, and must use that appliance in the kitchenette.

smoking: all use of tobacco and all smoking-like devices (e-cigs, hookahs) may not be used in the residence hall, any campus building, within 20 feet of a campus building, or on campus at all. The exception is a person can use their personal automobile for smoking.

open flames are prohibited in the residence halls.

4. Procedures for student housing evacuation in the case of a fire.

The Residence Hall Handbook and the Code of Student Rights and Responsibilities indicates all persons regardless of their affiliation with the University must exit the building when a fire alarm is sounding.

<https://mayvillestate.libguides.com/c.php?g=950492&p=6855443>

5. Persons aware of a fire in the residence hall should call 911 in an emergency situation, and should report the fire after the emergency has been abated: https://cm.maxient.com/reportingform.php?MayvilleStateUniv&layout_id=14.

Fire Statistics - Summary

Name of Facility	2019			2018			2017		
	Fires	Injuries	Deaths	Fires	Injuries	Deaths	Fires	Injuries	Deaths
Agassiz Hall	-	-	-	-	-	-	1	-	-
Berg Hall	-	-	-	-	-	-	-	-	-
Birkelo Hall	-	-	-	-	-	-	-	-	-
Family Housing Apts	-	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	1	-	-

*The reported fire was a cooking fires and resulted in less than \$60 damage.
Fires in On-campus Student Housing Facilities statistics were not collected prior to the 2010 data collection.*