

# **Missouri State University - Dalian Campus**

## **2021 COMBINED ANNUAL SECURITY REPORT & FIRE SAFETY REPORT**

### **Introduction**

This report is provided in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act, as amended. It provides students and employees of Missouri State University – Dalian Campus ("University") with information on the University's security arrangements, policies and procedures; programs that provide education on such things as drug and alcohol abuse, awareness of various kinds of sex offenses, and the prevention of crime generally; and procedures the University will take to notify the campus community in the event of an emergency. Its purpose is to provide students and employees with information that will help them make informed decisions relating to their own safety and the safety of others.

### **Policy for Preparing the Annual Report**

This report is prepared by the Andrew Englert, Associate Director, University Safety in cooperation with local law enforcement authorities and includes information provided by them as well as by the University's campus security authorities and various other elements of the University. Each year an e-mail notification is made to all enrolled students and employees that provides the website link to access this report. Prospective students and employees are also notified of the report's availability. Hard copies of the report may also be obtained at no cost by contacting Missouri State University Office of University Safety 700 E Elm St Springfield, MO 65806.

The University is committed to taking the actions necessary to provide a safe and secure working/learning environment for all students and staff. As a member of the campus community, you can feel safe and comfortable knowing that security procedures are in place that represent best practices in the field and are constantly tested and re-evaluated for their effectiveness.

### **General Safety and Security Policies**

#### **Campus Security Personnel & Relationship with Local Law Enforcement**

The University does not have a campus security or police department at the Dalian campus.

While the Dalian campus does not have any written agreements with local law enforcement, it is served by these agencies.

## **Campus Security Authorities**

The University has designated certain officials to serve as campus security authorities. Reports of criminal activity can be made to these officials. They in turn will ensure that the crimes are reported for collection as part of the University's annual report of crime statistics. The campus security authorities to whom the University would prefer that crimes be reported are listed below.

- Associate Dean at +86-411-8215-9050
- Title IX Coordinator at 417-836-8506
- Office of University Safety at 417-836-5509

## **Reporting a Crime or Emergency**

The University encourages accurate and prompt reporting of all criminal actions, emergencies, or other incidents occurring on campus, on other property owned by the University, or on nearby public property to the appropriate administrator and appropriate police agencies. Such a report is encouraged even when the victim of a crime elects not to make a report or is unable to do so.

- Situations that pose imminent danger or while a crime is in progress should be reported to local law enforcement.
- Students, staff, and visitors should report criminal actions, accidents, injuries, or other emergency incidents to one of the campus security authorities identified above. Once reported, the individual making the report will be encouraged to also report it to appropriate police agencies. If requested, a member of University staff will assist a student in making the report to the police.
- Anonymous incident reports can also be made at <https://www.missouristate.edu/safety/submit-a-crime-tip.htm>.
- Because the Dalian campus is on the campus of Liaoning Normal University in Dalian, China, incidents can also be reported to the security guards employed by LNU.

## **Confidential Reporting**

The University will protect the confidentiality of victims. Only those with a need to know the identity for purposes of investigating the crime, assisting the victim or disciplining the perpetrator will know the victim's identity.

The Title IX Coordinator will keep confidential the identity of any individual who has made a report or complaint of Sex Discrimination, as well as any individual who has been reported to be the perpetrator of Sex Discrimination, any Respondent, and any witnesses. The Title IX Coordinator may permit disclosure of the above information as permitted by the FERPA statute, 20 U.S.C. 1232g, or FERPA regulations, 34 CFR part 99, or as required by law, or to carry out the Grievance Process.

The Title IX Coordinator will maintain as confidential any Supportive Measures provided to the Complainant or Respondent, to the extent that maintaining such confidentiality would not impair the ability of the Title IX Coordinator to provide the Supportive Measures.

The Title IX Coordinator must include the identity of any known Complainant in its Initial Notice of Formal Complaints. As a result, anonymity cannot be provided to Complainants who wish to proceed with a Formal Complaint.

A victim of other types of crimes (e.g., aggravated assault, burglary, etc.) who does not want to pursue action within the university disciplinary system or the criminal justice system is nevertheless encouraged to make a confidential report to a campus security authority. Upon the victim's request, a report of the details of the incident may be filed with the university without revealing the victim's identity. Such a confidential report complies with the victim's wishes, but still helps the university take appropriate steps to ensure the future safety of the victim and others. With such information, the university can keep an accurate record of the number of incidents involving members of the campus community, determine where a pattern of crime may be developing and alert the community as to any potential danger. These confidential reports are counted and disclosed in the annual crime statistics for the university.

The University encourages its professional counselors, if and when they deem it appropriate, to inform the person they are counseling to report crimes on a voluntary, confidential basis for inclusion in the annual report of crime statistics. The University does not have pastoral counselors.

### **Security of and Access to Campus Facilities**

All academic buildings are secured during the evenings and weekends. Access to the buildings is only allowed for faculty/staff members and students who are accompanied by faculty/staff members. The residence halls have 24-hour security in place.

Students and employees are asked to be alert and to not circumvent practices and procedures that are meant to preserve their safety and that of others:

- Do not prop doors open or allow strangers into campus buildings that have been secured
- Do not lend keys or access cards to non-students and do not leave them unattended
- Do not give access codes to anyone who does not belong to the campus community

### **Security Considerations in the Maintenance of Facilities**

Security also is a consideration in maintaining campus facilities. Facilities and landscaping are maintained in a manner that minimizes hazardous conditions. Maintenance personnel work to ensure pathways are well lit, that egress lighting is working in hallways and stairwells, and that other conditions that may result in an unsafe environment are addressed.

### **Educational Programs Related to Security Awareness and Prevention of Criminal Activity**

The University seeks to enhance the security of its campus and the members of the campus community by periodically presenting educational programs to inform students and employees about campus security procedures and practices, to encourage students and employees to be responsible for their own security and the security of others and to inform them about the prevention of crimes. These programs are discussed below.

- Campus security and crime prevention program videos are available at any time online at: [https://www.missouristate.edu/safety/safety-and-preparedness-training.aspx#training\\_video](https://www.missouristate.edu/safety/safety-and-preparedness-training.aspx#training_video).
- This comprehensive set of videos was developed specifically for students and employees on a college campus and covers important topics relevant to safety on campus, including active shooter, thefts, everyday safety, travel tips, and common self-defense and are available to all members of the campus community at any time.
- University employees and students must take an active role in their personal safety and security. Each individual is expected to behave in a responsible manner concerning their own personal safety, and the security of their possessions. The University encourages students and employees to contact the MSU Springfield Director of University Safety and/or the on-site administrator to discuss information of this nature, as well any other matters related to the University's campus security procedures and practices.

### **Monitoring Off Campus Locations of Recognized Student Organizations**

The University does not have any officially recognized student organizations with off campus locations, and therefore does not monitor or record criminal conduct occurring at such locations.

### **Disclosure of the Outcome of a Crime of Violence or Non-Forcible Sex Offense**

Upon written request, the University will disclose to the alleged victim of a crime of violence (as that term is defined in section 16 of title 18, United States Code), or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by the University against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of the paragraph.

The previous paragraph does not apply to victims of dating violence, domestic violence, sexual assault, or stalking because under the Violence Against Women Act both the accused and accuser in these cases are given the results without the need to make a written request.

## **Drug and Alcohol Policy**

The unlawful possession, use or distribution of alcohol is prohibited on university property, in conjunction with university activities, and in conjunction with student organization events. The university enforces all state underage drinking laws

“University activities” include those activities that are planned, promoted, or sponsored by a university department or other university subdivision.

“University property” includes university owned or leased land, facilities, vehicles and equipment. Use of alcohol on university property, at university activities or at the activities of university “sponsored” student organizations, which are recognized student organizations that are advised by a university employee as part of that employee’s job description and funded in some manner through university funds, is permitted only if specifically authorized by the Board of Governors, or its delegate, in accordance with state law.

Those employees, students or visitors who are under 21 years of age and who use, sell or who are in the possession of alcoholic beverages are subject to the penalties of this State's underage drinking laws.

The University also enforces federal and state drug laws. The possession, sale, manufacture or distribution of illegal drugs is prohibited on campus or as any part of the University's activities. Violators of the University's policies or federal and state laws regarding illegal drugs will be subject to disciplinary action and possibly criminal prosecution.

## **Drug and Alcohol Abuse Prevention Program**

The University has a drug abuse and prevention program, which includes an annual notification to students and employees regarding certain drug/alcohol-related information (such as legal sanctions for violations of applicable laws, health risks, etc.) and conducts a biennial review of this program to evaluate its effectiveness and assesses whether sanctions are being consistently enforced. More information about the program, including the University's drug and alcohol policies, can be located at:

- Code of Student Rights and Responsibilities: <http://www.missouristate.edu/studentconduct/12331.htm>
- Employee Handbook: <https://www.missouristate.edu/human/staffhandbook/Chapter2.htm>
- University Alcohol Policy: [https://www.missouristate.edu/policy/Op11\\_01\\_UniversityAlcoholPolicy.htm](https://www.missouristate.edu/policy/Op11_01_UniversityAlcoholPolicy.htm)
- Alcohol and Other Drug Abuse Prevention Program: <https://www.missouristate.edu/dos/alcohol-and-other-drug-abuse.htm>
- Biennial review of the University's drug and alcohol abuse prevention program: <https://www.missouristate.edu/DOS/biennial-review-for-alcohol-and-drug-programs.htm>

## **Policies, Procedures, and Programs Related to Dating Violence, Domestic Violence, Sexual Assault, and Stalking**

Consistent with applicable laws, the University prohibits dating violence, domestic violence, sexual assault, and stalking. The University's policies used to address complaints of this nature, as well as the procedures for filing, investigating and resolving complaints, may be found at:

- Title IX Sexual Harassment Grievance Procedure Policy: <https://www.missouristate.edu/Policy/Op1-02-11-title-ix-sexual-harassment-grievance-procedure.htm>
- Non-Discrimination Policy Statement: [https://www.missouristate.edu/policy/G1\\_05\\_NonDiscriminationPolicy.htm](https://www.missouristate.edu/policy/G1_05_NonDiscriminationPolicy.htm)
- Reporting Allegations of Discrimination on the Basis of a Protected Class: <https://www.missouristate.edu/Policy/G1-31-reporting-allegations-of-discrimination.htm>

- Discrimination Complaint and Investigation Procedures: <https://www.missouristate.edu/Policy/Op1-02-2-discrimination-complaint-and-investigation-procedures.htm>
- Code of Student Rights and Responsibilities: <https://www.missouristate.edu/studentconduct/code-of-student-rights-and-responsibilities.htm>
- Employee Handbook for Administrative, Professional, and Support Staff Employees: [https://www.missouristate.edu/policy/G7\\_02\\_EmployeeHandbook.htm](https://www.missouristate.edu/policy/G7_02_EmployeeHandbook.htm)
- Faculty Handbook: <https://www.missouristate.edu/provost/facultyhandbook/>

The following sections of this report discuss the University's educational programs to promote the awareness of dating violence, domestic violence, sexual assault and stalking; provides information concerning procedures students and employees should follow and the services available in the event they do become a victim of one of these offenses and advises students and employees of the disciplinary procedures that will be followed after an allegation that one of these offenses has occurred.

### **Primary Prevention and Awareness Program:**

The University conducts a Primary Prevention and Awareness Program (PPAP) for all incoming students and new employees. The PPAP advises campus community members that the University prohibits the offenses of dating violence, domestic violence, sexual assault and stalking. They are also informed of the topics discussed below, including relevant definitions, risk reduction, and bystander intervention.

### **Crime Definitions**

Although the PPAP includes instruction on certain definitions under Missouri law, any student or employee participating in programs at the Dalian, China campus are informed of the following summary of definitions as described in Chinese law:

- *Dating violence*: based on good-faith research, the University has determined that there is no specific definition or prohibition of “dating violence” under Chinese law.
- *Domestic violence*: China’s Anti-Domestic Violence Law was adopted in 2015. Under this law, the term “domestic violence” means the inflicting of physical, psychological or other harm by a family member on another by beating, trussing, injury, restraining and forcible limits on freedom, recurring verbal abuse, threats and other means.
- *Sexual assault*: based on good-faith research, the University has determined that there is no specific definition of “sexual assault” under Chinese law. However, Article 236 of China’s Criminal Laws provides the following:
  - Whoever, by violence, coercion or other means, rapes a woman is to be sentenced to not less than three years and not more than 10 years of fixed-term imprisonment. Whoever has sexual relations with a girl under the age of 14 is to be deemed to have committed rape and is to be given a heavier punishment. Whoever rapes a woman or has sexual relations with

a girl involving or of the following circumstances is to be sentenced to not less than 10 years of fixed-term imprisonment, life imprisonment, or death:

- Rape a woman or have sexual relations with a girl and when the circumstances are odious;
  - Rape several women or have sexual relations with several girls;
  - Rape a woman in a public place;
  - Rape a woman in turn with another or more persons;
  - Cause the victim serious, injury, death, or other serious consequences.
- *Stalking*: based on good-faith research, the University has determined that there is no specific definition or prohibition of “stalking” under Chinese law.
  - *Consent (as it relates to sexual activity)*: based on good-faith research, the University has determined that there is no specific definition of “consent” under Chinese law.

#### University Definition of Consent

In addition to the definition of consent under state law, the institution uses the following definition of consent in its sexual misconduct policies for the purpose of determining whether sexual violence (including sexual assault) has occurred:

**Consent** means the agreement or permission expressed through affirmative, voluntary words or actions that are mutually understandable to all parties involved, to engage in a specific act at a specific time. Consent if given for a specific sexual act at a specific time can be withdrawn at any time. Consent cannot be coerced or compelled by duress, threat, force or deception. Consent cannot be given by someone who, for any reason, cannot understand the facts, nature, extent or implications of the sexual situation occurring, including, but not limited to, those who are under the legal age of consent, asleep, unconscious, mentally or physically impaired through the effects of drugs or alcohol, or mentally impaired due to an intellectual or other disability. Consent cannot be assumed based on silence, the absence of “no” or “stop,” the existence of a prior or current relationship, or prior sexual activity.

#### Risk Reduction

##### **Make Sure You Both Consent**

If you find yourself in the position of being the initiator of sexual behavior, these suggestions may help you to reduce your risk of being accused of sexual assault or another sexual crime:

- Remember that you owe sexual respect to the other person.
- Don't make assumptions about the other person's consent or about how far they are willing to go. Have a conversation. The best way to know what a person wants to do, sexually or otherwise, is to ask them and listen to the response they give.
- Remember that consent to one form of sexual activity does not necessarily imply consent to another form of sexual behavior.

- If your partner expresses a withdrawal of consent, stop immediately.
- Clearly communicate your sexual intentions so that the other person has a chance to clearly tell you their intentions.
- Consider “mixed messages” a clear sign that the other person is uncomfortable with the situation and may not be ready to progress sexually.
- Don’t take advantage of someone who is really drunk or on drugs, even if they knowingly and intentionally put themselves in that state. Further, don’t be afraid to step in if you see someone else trying to take advantage of a nearly incapacitated person.
- Be aware of the signs of incapacitation, such as slurred speech, bloodshot eyes, vomiting, unusual behavior, passing out, staggering, etc.

### **Risk Reduction**

If you find yourself in an uncomfortable sexual situation, these suggestions may help you reduce your risk:

- Decide ahead of time how you will get home and with whom.
- Stay with the crowd.
- Communicate clearly – verbally and with body language.
- Don’t ignore signs of trouble.
- Watch out for your friends and have them watch out for you.
- Keep track of your beverage, be aware of someone trying to slip you an incapacitating substance into your beverage.

### **Abusive Patterns**

It is also important to be aware of the warning signs of an abusive person. Some examples include:

- Insults, humiliation, name-calling, threats.
- Pattern of unwanted texting, phone calls, emails, messaging, monitoring social network sites, stealing passwords.
- Intimidation, isolation, threats (including threats of suicide), withholding affection, destroying property.
- Interfering with income or ability to work, controlling finances.
- Unwanted touch, nonconsensual sex, controlling sexual situations or access to contraception.
- Slapping, shoving, hitting, kicking, strangling.

### **Bystander Intervention**

In addition to reporting incidents to appropriate authorities, below are some ways in which individuals can take safe and positive steps to prevent harm and intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking against another person.



- Participate in Green Dot: [MissouriState.edu/GreenDot](https://MissouriState.edu/GreenDot).
- Be a GOOD friend and a savvy bystander – look out for those around you.
- Don't leave your friend.
- Don't ignore signs of trouble – realize that it is important to intervene and help others.
- Be protective.
- BELIEVE.
- Get help.
- Be SUPPORTIVE in the short and long term.
- Don't hesitate to contact the police or other authorities.
- Counterintuitive behavior of victims is normal.

*Other Information Covered by the PPAP*

The PPAP also provides information on possible sanctions and protective measures that may be imposed following a determination that an offense of dating violence, domestic violence, sexual assault, or stalking has occurred, an explanation of the disciplinary procedures that will be followed when one of these offenses is alleged, the rights of the parties in such a proceeding, available resources, and other pertinent information. Much of this information is set forth in the upcoming sections of this security report.

**Ongoing Prevention and Awareness Campaign:**

The University also conducts an Ongoing Prevention and Awareness Campaign (OPAC) aimed at all students and employees. This campaign covers the same material as provided in the PPAP but is intended to increase the understanding of students and employees on these topics and to improve their skills for addressing the offenses of dating violence, domestic violence, sexual assault and stalking.

**PPAP and OPAC Programming Methods:**

The PPAP and OPAC are carried out in a variety of ways, using a range of strategies, and, as appropriate, targeting specific audiences throughout the university. Methods include, but are not limited to: online presentations, distribution of written materials, periodic email blasts, and guest speakers. Past programming and currently planned programming include the following:

- Title IX General Education Program (GEP) presentations (new students).
- Title IX University Honors College (UHC) presentations (any students).
- Title IX presentations to various university groups (any students, faculty, or staff).

- Student Access: Not Anymore Sexual Assault Awareness Training (new students).
- Green Dot Bystander Intervention presentations (any students, faculty, or staff).

### **Procedures to Follow if You are a Victim of Dating Violence, Domestic Violence, Sexual Assault, or Stalking:**

If you are a victim of a sexual assault, domestic violence, dating violence or stalking, go to a safe place and call 1-1-0. At the earliest opportunity, you should also contact the university's Title IX Coordinator at 417-836-8506.

Victims will be notified in writing of the procedures to follow, including:

1. To whom and how the alleged offense should be reported (contact the Title IX Coordinator or refer to the other resources listed in this report).
2. The importance of preserving evidence that may be necessary to prove the offense in a criminal proceeding or disciplinary action or to obtain a protective order.
3. The victim's options regarding notification to law enforcement, which are: (a) the option to notify either on-campus or local police; (b) the option to be assisted by campus security authorities in notifying law enforcement if the victim so chooses (the institution is obligated to comply with such a request if it is made); and (c) the option to decline to notify such authorities.
4. Where applicable, the rights of victims and the institution's responsibilities regarding orders of protection, no-contact orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court.

#### *Preservation of Evidence & Forensic Examinations*

Victims of physical assault are advised to not remove clothing items worn during or following an assault, as they frequently contain valuable fiber, hair, and fluid evidence. Don't bathe or wash, or otherwise clean the environment in which the assault occurred. You can obtain a forensic examination at Number 5 Hospital, 890 Huang He Road Dalian, China.

Completing a forensic examination does not require you to file a police report, but having a forensic examination will help preserve evidence in case you decide at a later date to file a police report.

Victims are also advised to retain evidence in electronic formats (e.g., text messages, emails, photos, social media posts, screenshots, etc.). Such evidence is valuable in all situations, and it may be the only type of evidence available in instances of stalking.

#### *Security/Law Enforcement & How to Make a Police Report*

- LNU Campus Security, Phone: 110
- Dalian Public Security Bureau Xigang Branch, 146 Dongbei Rd, Xigang Qu, Dalian Shi, Liaoning Sheng, China +86 411 8247 4220
- To make a police report, a victim should contact the local police agency listed above either by phone or in-person. The victim should provide as much information as

possible, including name, address, and when and what occurred, to the best of the victim's ability.

### Information about Legal Protection Orders

Information about obtaining a protection order in China can be found in Article IV of China's Anti-Domestic Violence Law. An English translation of this law is available at: <http://en.pkulaw.cn/display.aspx?cgid=261780&lib=law>. If you feel like you may need a protection order while in China, you should work with Liaoning Normal University through the Dean's Office to determine available options and the best course of action for pursuing such an order.

The University will also enforce any temporary restraining order or other no contact order against the alleged perpetrator from a criminal, civil, or tribal court. Any student or employee who has a protection order or no contact order should notify the Title IX Coordinator and provide a copy of the restraining order so that it may be kept on file with the University and can be enforced on campus, if necessary. Upon learning of any orders, the University will take all reasonable and legal action to implement the order.

The University does not issue legal orders of protection. However, as a matter of institutional policy, the institution may impose a no-contact order between individuals in appropriate circumstances.

### **Available Victim Services:**

Victims will be provided written notification about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available to them, both within the University and in the surrounding community. Those services include:

### **Campus Resources**

#### **Title IX Office**

Located in Carrington Hall 205, The Title IX office is responsible for overseeing all Title IX issues and providing support to complainants and respondents.

417-836-6810

Title IX Coordinator

417-836-8506

[TitleIX@MissouriState.edu](mailto:TitleIX@MissouriState.edu)

#### **Counseling Center**

Receive free and confidential counseling services. Students are requested to schedule an intake as the point of entry, however crisis appointments will be handled by seeing students in crisis the same day they call. The Counseling Center has a full time, licensed counselor who specializes in substance abuse.

417-836-5116

#### **Magers Health and Wellness Center**

Magers Health and Wellness Center is the medical home for Missouri State University. It offers confidential health and wellness services, follow-up care, sexually transmitted

infection and disease screening and testing as well as a fully stocked pharmacy with over-the-counter medications.  
417-836-4000

**Student Financial Aid** – Sometimes a victim of a crime may feel the need to take a leave of absence from school. If a student is considering a leave of absence based on the circumstances of a complaint, he/she should understand there may be financial aid implications in taking such leave. This should be discussed with financial aid personnel, and the Title IX Coordinator can assist in facilitating this conversation if desired. The University's financial aid website can be found at:  
<https://www.missouristate.edu/FinancialAid/>

### **Off Campus resources**

Association Concerning Sexual Violence Against Women: <https://www.rainn.org/>

Information about legal aid in China is available at:  
<http://www.china.org.cn/english/Judiciary/31005.htm>  
and <http://www.chinalegalaid.gov.cn/>

Immigration Advocates Network:  
<http://www.immigrationadvocates.org/nonprofit/legaldirectory/search?state=MO>

U.S. Citizenship and Immigration Services:  
[https://egov.uscis.gov/crisgwi/go?action=offices.summary&OfficeLocator.office\\_type=ASC&OfficeLocator.statecode=MO](https://egov.uscis.gov/crisgwi/go?action=offices.summary&OfficeLocator.office_type=ASC&OfficeLocator.statecode=MO)

### **Accommodations and Supportive Measures:**

The University will provide written notification to victims about options for, and available assistance in, changing academic, living, transportation, and working situations or protective measures. If victims request these accommodations or protective measures and they are reasonably available the University is obligated to provide them, regardless of whether the victim chooses to report the crime to campus security or local law enforcement.

Requests for accommodations or protective measures should be made to the Title IX Coordinator at (417) 836-8506, and the Title IX Coordinator is responsible for deciding what, if any, accommodations or protective measures will be implemented.

When determining the reasonableness of such a request, the University may consider, among other factors, the following:

- The specific need expressed by the complainant.
- The age of the students involved.
- The severity or pervasiveness of the allegations
- Any continuing effects on the complainant
- Whether the complainant and alleged perpetrator share the same class or job location.
- Whether other judicial measures have been taken to protect the complainant (e.g., civil protection orders).

The University will maintain as confidential any accommodations or protective measures provided a victim to the extent that maintaining confidentiality would not impair the University's ability to provide them. However, there may be times when certain information must be disclosed to a third party in order to implement the accommodation or protective measure. Such decisions will be made by the University in light of the surrounding circumstances, and disclosures of this nature will be limited so that only the information necessary to implement the accommodation or protective measure is provided. In the event it is necessary to disclose information about a victim in order to provide an accommodation or protective order, the University will inform the victim of that necessity prior to the disclosure, including which information will be shared, with whom it will be shared and why.

### **Procedures for Disciplinary Action:**

Allegations of dating violence, domestic violence, sexual assault, and stalking that occur overseas are governed by the University's Discrimination Complaint and Investigation Procedures. In those cases, any member of the University community should contact the Equal Opportunity Officer (EEO) or designee to arrange a meeting. After the initial consultation, the Equity Investigator, in consultation with the EEO, will draw a preliminary conclusion regarding whether the allegations fall within the scope of this policy.

If so, the Equity Investigator will initiate the Informal Complaint Procedure. The Equity Investigator may communicate directly with the respondent to discuss the behavior at issue. If this resolves the complaint, no other person will be contacted, although necessary supervisory and administrative personnel may be informed. The Equity Investigator may also meet with both parties, make inquiries to ascertain pertinent facts, and consult with other personnel to facilitate the process. If this option does not resolve the matter, all other options remain open to the complainant.

The Equity Investigator will make all reasonable attempts to resolve the matter within 30 business days. The specific details of each case will determine the best possible means for achieving a satisfactory resolution. If, at the conclusion of the Informal Complaint Procedure, the Equity Investigator determines that the respondent has engaged in conduct that constitutes discrimination or harassment as prohibited by the University's Non-Discrimination Policy Statement, or is in violation of other University policy, the Equity Investigator will prepare a written summary of findings.

If either party is dissatisfied with the results of the Informal Complaint Procedure, the complainant may exercise the Formal Complaint Procedure, as follows.

If the complaint has not been reduced to writing in the Informal Complaint Process, a written Formal Complaint signed by the complainant will be required for initiation of the Formal Complaint Procedure. Within 10 business days of the receipt of a signed written Formal Complaint, the Equity Investigator will notify the respondent of the Formal Complaint. The respondent will then be given 10 business days from receipt of the Formal Complaint to provide the Equity Investigator with a formal written statement rebutting or otherwise responding to the Formal Complaint.

The Equity Investigator will then commence an investigation of the allegations within the Formal Complaint and the respondent's rebuttal statement (if any). If the respondent elects

not to participate in the Formal Complaint Process, the matter will be investigated without the respondent's involvement.

At the conclusion of the investigation, the Equity Investigator shall prepare a Report of Findings. The Report of Findings will be issued within sixty (60) business days after the commencement of Formal Complaint procedures. When charges of discrimination, harassment, and/or retaliation are substantiated based on the preponderance of the evidence, the appropriate University administrator shall initiate the appropriate disciplinary process based on the status of the respondent. When charges of discrimination, harassment and/or retaliation are not substantiated and no preponderance of evidence is found, written notification of such findings shall be provided to the appropriate University administrator.

### **Rights of the Parties in an Institutional Proceeding:**

During the course of the process described in the previous section, both the accuser and the individual accused of the offense are entitled to:

1. A prompt, fair and impartial process from the initial investigation to the final result.
  - o A prompt, fair and impartial process is one that is:
    - Completed within reasonably prompt timeframes designated by the institution's policy, including a process that allows for the extension of timeframes for good cause, with written notice to the accuser and the accused of the delay and the reason for the delay.
    - Conducted in a manner that:
      - Is consistent with the institution's policies and transparent to the accuser and the accused.
      - Includes timely notice of meetings at which the accuser or accused, or both, may be present; and
      - Provides timely access to the accuser, the accused and appropriate officials to any information that will be used during the informal and formal disciplinary meetings and hearings.
    - Conducted by officials who do not have a conflict of interest or bias for or against the accuser or the accused.

The University will ensure that all individuals serving as Title IX Coordinator, Title IX Investigator, and any Decision Makers receive training in issues related to dating violence, domestic violence, sexual assault, and stalking and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.

**Required Training.** The University Title IX Coordinator, Title IX Investigator, and Decision Makers will all be required to engage in training covering the following topics:

- The definition of Sexual Harassment under §106.30 of the Title IX Regulations and as used in University Policy;
- The scope of the University's education program or activity;

- How to conduct an investigation and the Grievance Process; and
- How to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias.

Position Specific Training. The following positions will be required to engage in training covering the following position-specific topics:

Decision Makers. All Decision Makers must be trained on topics including:

- i. how to serve impartially;
- ii. issues of relevance; and
- iii. any technology to be used at a Live Hearing.

Title IX Investigators. Any individual who serves as a Title IX Investigator must be trained on topics including:

- i. issues of relevance; and
- ii. technology to be used to populate the Electronic Database.

3. The same opportunities to have others present during any institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice. The institution may not limit the choice of advisor, but may establish limits regarding the extent to which that advisor may participate in the proceeding, as long as those limits apply equally to both parties.
4. Have the outcome determined using the preponderance of the evidence standard.
5. Simultaneous, written notification of the results of the proceeding, any procedures for either party to appeal the result, any change to the result, and when the result becomes final. For this purpose, “result” means “any initial, interim and final decision by an official or entity authorized to resolve disciplinary matters” and must include the rationale for reaching the result and any sanctions imposed.

**Possible Sanctions or Protective Measures that the University May Impose for Dating Violence, Domestic Violence, Sexual Assault or Stalking Offenses:**

At the conclusion of the Grievance Process and following a determination of responsibility, a Respondent could be subject to the following Disciplinary Sanctions, depending on whether the Respondent is a student, faculty, or staff.

- Student Respondents who are found responsible at the conclusion of the Grievance Process are subject to the Disciplinary Sanctions, as determined by the Decision Maker, and as defined by the Student Code:
  - i. Loss of Privileges - Denial of specified privileges for a designated period of time.
  - ii. Level Two Probation – Is imposed for a specific period of time and affects the student's good standing in the university. While on level two probation the student shall be declared ineligible to campaign for or hold office or other leadership roles in a student organization. The student shall not represent the university in any university sponsored activity or position. While on level two probation students are prohibited from participating in the Study Away program, attending conferences on behalf of the university, or representing the university at an official function, event, or intercollegiate competition as a player, manager or student coach. If found responsible for a violation of the Code while on level two probation, it may result in separation from the university (e.g. denial of privilege to re-enroll, suspension or dismissal) at the discretion of the conduct officer.
  - iii. Denial of Privilege to Re-Enroll - This places the student on level two probation, permits the student to complete the current semester barring further violations, but prohibits the individual from enrolling for a defined period of time, after which the student is eligible to return. Conditions for readmission may be specified. While prohibited from enrolling, the student is denied access to university owned or leased grounds, facilities and vehicles, and all university planned, promoted or sponsored activities. In the case where a student is a member of a student organization, the student is prohibited from attending the student organization's activities on or off-campus. A hold is placed on the student's records.
  - iv. University Housing Probation - Probation is for a specified period of time and includes the probability of suspension or expulsion from university housing if the student is found to be in violation of university policy during the probationary period.
  - v. University Housing Suspension - Separation of the student from occupancy in university housing for a defined period of time, after which the student is eligible to return. Conditions for readmission may be specified. The student may be denied access to dining facilities connected to university housing during the suspension. A permanent conduct record is maintained.
  - vi. University Housing Expulsion - Permanent separation of the student from university housing. The student shall be permanently denied access to occupancy in university housing, and access to all university housing (including dining facilities connected to university housing). A permanent conduct record is maintained.
  - vii. Suspension - Separation of the student from the university for a defined period of time, after which the student is eligible to return. Conditions for readmission may be specified. While on suspension, the student is denied access to university owned or leased grounds, facilities, equipment, computer networks and vehicles, and all university planned, promoted or sponsored activities. In the case where a student is a member of a student organization, the student is prohibited from attending the student organization's activities on or off campus. An SL (Student Life) hold is placed on the student's records. A permanent conduct record is maintained.



- viii. Dismissal - Permanent separation of a student from the university. When dismissed, a student is denied access to university owned or leased grounds, facilities and vehicles, and all university planned, promoted or sponsored activities. In the case where a student is a member of a student organization, the student is prohibited from attending any student organization activity. There is a permanent SL (Student Life) hold on the student's records. A notation is made on the student's permanent academic record with removal resulting only from action by the president of the university. A permanent conduct record is maintained.
- ix. Revocation of Degree - Admission to or a degree awarded from the university may be revoked for fraud, misrepresentation or other violation of university standards in obtaining admission or the degree, or for other serious violations committed by a student prior to graduation.
- x. Withholding of Degree - The university may withhold awarding a degree otherwise earned until the completion of the process set forth in this student conduct code, including the completion of all consequences assigned, if any.
- Faculty Respondents who are found responsible at the conclusion of the Grievance Process are subject to Disciplinary Sanctions, as determined by the Decision Maker, and as defined by of Faculty Handbook:
    - i. Dismissal
    - ii. Revocation of Tenure
    - iii. Demotion of Rank
    - iv. Reassignment of Duties
  - Non-Faculty Employee Respondents who are found responsible at the conclusion of the Grievance Process are subject to the following Disciplinary Sanctions, as determined by the Decision Maker, and as defined by the Employee Handbook:
    - i. Written reprimand - A written reprimand documents the occurrence and the severity and usually warns that further violations will result in suspension without pay or termination. It may be a final opportunity to improve.
    - ii. Reassignment of duties (which may include a demotion) - An employee may be demoted to a lower salary grade for poor performance or conduct violations.
    - iii. Suspension without pay - A suspension without pay may be used to impress upon the employee that a behavior or work performance level must be changed or dismissal will be inevitable. Suspension results in the loss of pay for a specified period of time (usually three days).
    - iv. Dismissal - A serious offense and repeated disciplinary problems will require dismissal. While employment may be terminated at any time without cause, examples of conduct that can result in dismissal for a single incident are dishonesty, insubordination, immoral conduct, theft, use of drugs or alcohol or other serious conduct as outlined in the university's disciplinary guidelines.

Following receipt of an allegation of Sexual Harassment, and at any time during the Grievance Process, the Title IX Coordinator may implement Supportive Measures designed to restore or preserve equal access to the University's education program or activity including measures designed to protect the safety of the Complainant and Respondent or deter Sexual Harassment.

Supportive measures may include the following:

- Referral to University or Local Counseling Services;
- Referral to local law enforcement;
- Provide any information to victims of Clery Act crimes available through University Safety;
- Extensions of deadlines or other course-related adjustments;
- Modifications of work or class schedules;
- Coordination with the University's Safe Walk program;
- Restrictions on contact between the Complainant and Respondent (mutual);
- Changes in work or housing locations;
- Leaves of absence;
- Coordination with the University Safety Office for increased security and monitoring; and/or
- Other measures determined by the Title IX Coordinator to be appropriate and which are not unreasonably burdensome to the Respondent.

The Title IX Coordinator is responsible for coordinating the implementation of any Supportive Measure put in place pursuant to this Policy.

### **Publicly Available Recordkeeping:**

The University will complete any publicly available recordkeeping, including Clery Act reporting and disclosures, without the inclusion of personally identifiable information about victims of dating violence, domestic violence, sexual assault, and stalking who make reports of such to the University to the extent permitted by law.

### **Victims to Receive Written Notification of Rights:**

When a student or employee reports to the University that he or she has been a victim of dating violence, domestic violence, sexual assault, or stalking, whether the offense occurred on or off campus, the University will provide the student or employee a written explanation of his or her rights and options as described in the paragraphs above.

### **Sex Offender Registration Program:**

The Campus Sex Crimes Prevention Act of 2000 requires institutions of higher education to advise members of the campus community where they can obtain information provided by the state concerning registered sex offenders. It also requires sex offenders to notify the state of each institution of higher education in the state at which they are employed or enrolled or carrying on a vocation. The state is then required to notify the University of any such information it receives. Anyone interested in determining whether such persons are on this campus may do so by contacting the Title IX Coordinator at (417) 836-8506. State registry of sex offender information may be accessed at the following link:

<http://www.mshp.dps.missouri.gov/MSHPWeb/PatrolDivisions/CRID/SOR/SORPage.html>

Note that China does not have a national sex offender registry.

## **Timely Warnings and Emergency Response**

### *Timely Warnings*

In the event of criminal activity occurring either on campus or off campus that in the judgment of the Associate Dean constitutes a serious or continuing threat to members of the campus community, a campus-wide “timely warning” will be issued. Examples of such situations may include a sexual assault or a series of motor vehicle thefts in the area that merit a warning because they present a continuing threat to the campus community. Warnings will be communicated to students and employees via one or more of the methods discussed later in this section. Updates to the warnings will be provided as appropriate.

Anyone with information warranting a timely warning should immediately report the circumstances to:

- Associate Dean, +86-411-8215-9050
- Office of University Safety, 417-836-5509

The University has communicated with local law enforcement asking them to notify the University if it receives reports or information warranting a timely warning.

### *Emergency Response*

The university has an emergency management plan designed to ensure there is a timely and effective response in the event of a significant emergency or dangerous situation occurring on campus involving an immediate threat to the health or safety of members of the campus community. Such situations include, but are not limited to: tornadoes, bomb threats, chemical spills, disease outbreaks, fires, active shooters, etc. The Dalian campus is located on the campus of Liaoning Normal University. The university has communicated with Liaoning Normal University requesting their cooperation in informing the university about situations reported to them that may warrant an emergency response. As discussed below the Associate dean or director of university safety may issue an emergency notification for the Dalian campus in appropriate circumstances.

Students, staff and visitors are encouraged to notify the Associate Dean at +86-411-8215-9050 of any emergency or potentially dangerous situation.

The Associate dean or director of university safety will access available sources of information from campus administrative staff and local authorities to confirm the existence of the danger and will be responsible for initiating the institution’s response and for marshaling the appropriate local emergency response authorities for assistance. Depending on the nature of the emergency, other Liaoning Normal University and Missouri State University departments may be involved in the confirmation process.

Once the emergency is confirmed and based on its nature, the Associate dean may consult with other appropriate Missouri State university officials to determine the appropriate segment or segments of the campus community to be notified.

The Associate dean or director of university safety in collaboration with other appropriate personnel, will determine who should be notified, and will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

Depending on the segments of the campus the notification will target, the content of the notification may differ. When appropriate, the content of the notification will be determined in consultation with local authorities. Also as appropriate, the notification will give guidance as to whether its recipients should shelter in place or evacuate their location.

The Associate dean will direct the issuance of emergency notifications, which will be accomplished using one or more of methods discussed later in this section, depending on the nature of the threat and the segment of the campus community being threatened.

The Associate dean will notify local law enforcement of the emergency if they are not already aware of it and building management, and if necessary, will coordinate with the university emergency manager and vice president for marketing and communications to ensure the surrounding community is made aware of the emergency.

#### Methods for Issuing Timely Warnings and Emergency Notifications

The method(s) listed below may be utilized when the University issues a timely warning or emergency notification to the campus community.

<b>Method</b>	<b>Sign Up Instructions</b>
MSU Alert (text, voice, and email notifications)	Students are automatically enrolled

#### Testing & Documentation

The university tests its emergency response and evacuation procedures at least once a year. The tests may be announced or unannounced. Also, at various times the Emergency Coordination Team will meet to train and test and evaluate the University's emergency operations plan.

The director of university safety maintains a record of these tests and training exercises, including a description of them, the dates and times they were held and an indication of whether they were announced or unannounced. In connection with at least one such test, the University will distribute to its students and employees information to remind them of the University's emergency response and evacuation procedures.

## **Missing Student Policy**

If a member of the University community has reason to believe that a student who resides in on-campus housing is missing, that information should be reported immediately to residence hall directors, Residence Life, Housing and Dining Services, Office of Student Conduct, Dean of Students Office, University Safety, and the Office of the Vice President for Student Affairs. Any University employee receiving a missing student report should immediately notify University Safety so that an investigation can be initiated.

Every student who resides in on-campus housing shall have the option to identify a confidential individual to be contacted within 24 hours of the determination that the student is missing. Only authorized campus officials and law enforcement officers in furtherance of a missing person investigation may have access to this information.

If the missing student is under the age of 18 and is not emancipated, the University will also notify that student's custodial parent or legal guardian within 24 hours of the determination that the student is missing, in addition to notifying any additional contact person designated by the student.

## Crime Statistics

The statistical summary of crimes for this University over the past three calendar years follows:

Crime	On Campus			On Campus Housing			Non Campus			Public Property		
	2020	2019	2018	2020	2019	2018	2020	2019	2018	2020	2019	2018
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Arrest - Liquor Law Violation	0	0	0	0	0	0	0	0	0	0	0	0
Arrest - Drug Abuse Violation	0	0	0	0	0	0	0	0	0	0	0	0
Arrest - Weapon Violation	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary Referral - Liquor Law Violation	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary Referral - Drug Abuse Violation	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary Referral - Weapon Violation	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0

### Hate crimes:

2020: No hate crimes reported.

2019: No hate crimes reported.

2018: No hate crimes reported.

### Crimes unfounded by the University:

2020: 0 unfounded crimes.

2019: 0 unfounded crimes.

2018: 0 unfounded crimes.

**Statistics for unfounded crimes provided by law enforcement agencies:**

2020: 0 unfounded crimes.

2019: 0 unfounded crimes.

2018: 0 unfounded crimes.

**Data from law enforcement agencies:**

- The data above reflects statistics provided from law enforcement agencies related to crimes that occurred on the University's Clery Geography.
- The University was provided with some crime data from law enforcement agencies for which it cannot be determined whether any of the statistics apply to or include the University's Clery Geography.
- Certain law enforcement agencies did not comply with the University's request for crime statistics.

## Annual Fire Safety Report

### Housing Facilities and Fire Safety Systems

The University maintains on-campus housing for its students. Below is a description of fire safety systems and the number of fire drills conducted during the previous calendar year.

Campus: Dalia (China), Liaoning Normal University, No. 850, Dalian City, Liaoning Province, IC 116029

Facility	Fire Alarm Monitoring Done on Site	Partial Sprinkler System	Full Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans & Placards	Number of evacuation (fire) drills in previous calendar year
Residence Hall 1, No. 850, Huanghe Road, Shahekou District, Dalian City, Liaoning Province, China Postcode: 116029	X			X	X		1
Residence Hall 2, No. 850, Huanghe Road, Shahekou District, Dalian City, Liaoning Province, China Postcode: 116029	X			X	X		1



<b>Facility</b>	<b>Fire Alarm Monitoring Done on Site</b>	<b>Partial Sprinkler System</b>	<b>Full Sprinkler System</b>	<b>Smoke Detection</b>	<b>Fire Extinguisher Devices</b>	<b>Evacuation Plans &amp; Placards</b>	<b>Number of evacuation (fire) drills in previous calendar year</b>
Residence Hall 3, No. 850, Huanghe Road, Shahekou District, Dalian City, Liaoning Province, China Postcode: 116029	X			X	X		1
Residence Hall 4, No. 850, Huanghe Road, Shahekou District, Dalian City, Liaoning Province, China Postcode: 116029	X			X	X		1
Residence hall 5, No. 850, Huanghe Road, Shahekou District, Dalian City, Liaoning Province, China Postcode: 116029	X			X	X		1

## **Policies on Portable Appliances, Smoking and Open Flames**

The use of open flames, such as candles, and the burning of such things as incense, and smoking are prohibited in campus housing. Only surge-protected extension cords are permitted. Approval is required from Liaoning Normal University before using any portable cooking appliance in campus housing. Also, tampering with fire safety systems is prohibited and any such tampering may lead to appropriate disciplinary action.

The University reserves the right to make periodic inspections of campus housing to ensure fire safety systems are operational and that the policy on prohibited items is being complied with. Prohibited items, if found, will be confiscated without reimbursement.

## **Fire Evacuation Procedures**

In the event of a fire, the University expects that all campus community members will evacuate by the nearest exit, closing doors and activating the fire alarm system (if one is nearby) as they leave. If circumstances permit at the time of the alarm, additional instructions will be given regarding where students and/or staff are to relocate.

## **Fire Education and Training Programs**

Fire safety education programs for all residents of on-campus student housing and all employees with responsibilities related to that housing are held as needed. Their purpose is to: familiarize everyone with the fire safety system in each facility, train them on procedures to follow if there is a fire and inform them of the University's fire safety policies. Information distributed includes maps of each facility's evacuation route and any fire alarms and fire suppression equipment available in the facility. Attendees are advised that participation in fire drills is mandatory and any student with a disability is given the option of having a "buddy" assigned to assist him or her.

## **Reporting Fires**

The University is required to disclose each year statistical data on all fires that occurred in on-campus student housing. When a fire alarm is pulled and/or the fire department responds to a fire, these incidents are captured. If you encounter a fire that presents an emergency situation, ensure your own safety and then please call 911.

There may also be instances when a fire is extinguished quickly and an alarm is not pulled or a response by the fire department was not necessary. It is important that these incidents be recorded as well. Therefore, if you are aware of such a fire, see evidence of one or hear about one, you should contact the Director of Budgeting and Operations at [ahammar@missouristate.edu](mailto:ahammar@missouristate.edu). When providing notification of a fire, give as much information as possible about the location, date, time and cause of the fire.

## **Plans for Future Improvements**

The University periodically reviews its fire safety protections and procedures. At this time, it has not plans for future improvements.

## **Fire Statistics**

### **Dalia (China)**

#### **2020**

No fires were reported in 2020.

#### **2019**

No fires were reported in 2019.

#### **2018**

No fires were reported in 2018.