

Clery Annual Campus Crime and Security Report

National Park College (NPC)



2018

Emergency Numbers

Emergency – Call 911

For ambulance, fire, or crime in progress

Non-Emergency – Call Garland County Sheriff's Office – 501-622-3660

NPC Security Officer – 501-760-4293/Security Director – 501-276-5663

Vice President for Student Affairs (VPSA) – 501-760-4202

Vice President for Finance and Administration (VPFA) - 501-760- 4215

Immediate Notification

The procedure regarding immediate notification at National Park College (NPC) is designed to get relevant information to College students, employees, and visitors at any affected NPC location as soon as possible and will immediately notify the campus community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health and safety of students or occurring on campus.

Every crime should be reported to law enforcement officials as soon as possible. This is the most effective way to ensure the well-being of the campus community. If this is not possible for some reason, the crime should be reported to one of the following: Vice President for Student Affairs, a faculty or staff member, or campus security authority that an individual student is comfortable talking to about a crime.

Campus Security Authorities/Law Enforcement

NPC's Campus Security Authority or a designee will confirm if there is a significant emergency or dangerous situation and determine necessary notifications. NPC's ALL CALL System will be activated by the College President, Director of Computing Services, or other College designee to students, faculty and staff. These individuals will determine the appropriate notifications to be made.

Confidential Crime Reporting

Confidential Crime Reporting is an essential (if not preferred) method of reporting. The preferred and primary points of crime reporting should be to the Garland County Sheriff's Deputy or the NPC Security Department located on the NPC campus and/or the Office of the Vice President for Student Affairs. If you are the victim of a crime and do not want to pursue action within the College discipline system or the criminal justice system, you may still want to consider making a confidential report. If you choose to file a confidential report through the Vice President for Student Affairs, with your permission, the Vice President for Student Affairs can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the College can keep an accurate record of the number of incidents involving students, employees and visitors; determine where there is a pattern of crime with regard to a particular location, method, or assailant; and alert the campus community to potential danger.

Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution. It is the policy of the College to encourage the reporting of crimes even if the victim does not wish to file a complaint. The Vice President for Student Affairs is responsible for collecting, reporting, and disseminating the annual crime statistics from the local law enforcement agencies and campus security authorities for inclusion in the Annual Crime Report.

Anyone with information warranting an immediate notification should contact the Campus Security Authority at (501) 760-4293. Follow up information will be available on the NPC website or the ALL CALL System. NPC 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.

Emergency Response Procedures

An emergency response and recovery program has been developed to ensure response to and recovery from emergencies of all types and magnitudes and the continuation of College operations following an emergency. The plan is carried out by the NPC Crisis Team.

NPC's first priority when an emergency occurs is employee, student and guest safety and emergency response, and their second priority is disaster recovery and business continuity. This plan encourages the development of high levels of resilience where

required and the wise use of resources to assure that when an emergency occurs, NPC's normal functions continue and, in the case of a major emergency, its mission essential functions are restored as soon as possible followed by the restoration of all College functions.

When a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are usually the Campus Security Authority, NPC College Administrators, the Garland County Sheriff's Department, and the AR State Police. These departments typically work together to manage the incident. Depending on the nature of the incident, other NPC departments and other local agencies could also be involved in responding to the incident.

Emergency Evacuation Procedures

Students, faculty, staff, and guests are expected to evacuate campus buildings if they hear a fire alarm, or if the campus administration determines that an evacuation is necessary. All persons will receive information about an evacuation via the ALL CALL System, and/or verbally by Administration (in person or by phone.)

Shelter-in-Place Procedures - What it Means to "Shelter-in-Place"

If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to seek shelter indoors. Thus, to "shelter-in-place" means to utilize the building that you are in as shelter from danger that is outside of the building or in other areas of the building. With a few adjustments, these locations can be made even safer and more comfortable until it is safe to go outside.

Basic "Shelter-in-Place" Guidance

If an incident occurs and the building you are in is not damaged, stay inside in an interior room until you are told it is safe to come out. If your building is damaged, take your personal belongings (purse, wallet, NPC ID Card, etc.) and follow the evacuation procedures for your building (close your door, proceed to the nearest exit, and use the stairs instead of the elevators). Once you have evacuated, proceed to the pre-designated evacuation point or to a safe location. If police or fire department personnel are on the scene, follow their directions.

How You Will Know to "Shelter-in-Place"

A shelter-in-place notification may come from the ALL CALL System.

How to "Shelter-in-Place"

1. If you are inside, stay where you are. Collect any emergency "shelter-in-place" supplies and a telephone to be used in case of emergency. If you are outdoors, proceed inside the closest building quickly or follow instructions from emergency personnel on the scene.
2. Locate a room to shelter inside. It should be:
 - an interior room
 - above ground level
 - without windows or with the least number of windows
3. If there is a large group of people inside a particular building, no matter where you are, the basic steps of "shelter-in-place" will generally remain the same. Should the need ever arise; follow these steps, unless instructed otherwise by local emergency personnel:
 - Shut and lock all windows and close exterior doors.
 - Turn off air conditioners, heaters, and fans.
 - Close vents to ventilation systems as you are able.
 - Make a list of the people with you and ask someone to call the list in to the College operator at (501) 760-4222. In the event that the operator station cannot be manned calls will be forwarded to an appropriate location.
 - Turn on a radio or TV and listen for further instructions.
 - Turn on a radio or TV and listen for further instructions.
 - Remain calm and make yourself comfortable.

Lockdown

A "Lockdown" is the temporary sheltering technique utilized to limit civilian exposure to an "Active Shooter" or similar incident. When alerted, occupants of any building within the subject area will lock all doors and windows not allowing entry or exit to anyone until the all clear has been sounded.

Notice that a "Lockdown" has been issued will be broadcast over the ALL CALL SYSTEM and by other appropriate means.

How to Lockdown

The basic steps for how to lockdown will be the same regardless of your location. Follow these steps, unless instructed otherwise by local emergency personnel:

- Try to remain calm.
- Remain indoors, e.g. your office or classroom. Once in "Lockdown" you would be allowed to move about to facilitate certain needs, e.g. bathroom, water; but you should not leave the building unless an all clear has been sounded.

- If not in your typical surroundings, proceed to a room that can be locked.
- Close, and lock all doors.
- Turn off all lights.
- Occupants should be seated below window level, toward the middle of a room away from windows and doors.
- Remain silent.
- Turn off all radios or other devices that emit sound.
- Silence cell phones.
- If gunshots are heard, lay on the floor using heavy objects, e.g. tables, filing cabinets for shelter.
- If safe to do so, turn off gas and electric appliances, e.g. heater, fan, coffee maker, gas valves, lights and locally controlled ventilation systems, e.g. air conditioner. Use phones only for emergency notification to emergency responders.
- Do not shelter in open areas such as hallways or corridors. Go to the nearest office, classroom, lecture hall or auditorium that can be locked.
- A message will be broadcast giving specific locations and directions for entering certain shelter sites.
- Do not unlock doors or attempt to leave until instructed to do so by emergency responders. The "All-clear" will be announced over the ALL CALL System or other appropriate system when it is considered safe.

Institutional Security Policies and Crimes Statistics

On behalf of National Park College (NPC), its students, faculty, staff and administration, we are pleased to welcome you to our campus community.

NPC has always been committed to providing a safe and secure campus. The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act is the landmark federal law, originally known as the Campus Security Act that requires colleges and universities across the United States to disclose information about crime on and around their campuses. Colleges are required to publish an annual report disclosing campus security policies and three years of selected crime statistics. The College uses the Handbook for Campus Crime Reporting in the preparation of the report. Please take some time to familiarize yourself with this report. Your questions concerning any information in the report as well as your suggestions for improvement may be submitted by e-mail to jerry.thomas@np.edu. NPC VP for Student Services.

Preparing the Annual Campus Crime and Security Report

The Campus Security Officer and the Vice President for Student Affairs Office compiles and publishes the annual security report by October 1st of each year. The VPSA's Office in conjunction with the Campus Security Officer compile statistics provided by the Hot Springs Police Department, the Garland County Sheriff and ASP. Also, reportable incidents in Campus Security Office files will be included if they have not been included in the police statistics.

Annual Crime Statistics 2015 – 2017 Years

For the 2015, 2016, and 2017 academic years, for on campus offenses, there were:

- No murders/non-negligent manslaughters reported.
- No negligent manslaughters reported.
- No forcible sex offenses reported. No forcible rape. No forcible sodomy. No sexual assault with object. No forcible fondling.
- No non-forcible sex offenses reported; no incest, no statutory rape.
- No hate crimes of any type reported.
- No robberies reported.
- No aggravated assault on public property within the campus or immediately adjacent to and accessible from the campus reported.
- No motor vehicle thefts reported.
- No arson reported.
- No burglaries reported.
- No arrest or disciplinary action referral for illegal weapons possession, drug law violations, or liquor law violations reported.

There were no reports by the Hot Springs Police Department, the Garland County Sheriff's Department, or Arkansas State Police of any offenses in the surrounding non-campus public property geographic locations.

Actions and Programs Designed to Define Your Role in Personal and Community

Safety

Personal and community safety begins with personal responsibility. Whether you are a student or an employee, you must assume an active role in your own safety and the safety of the campus community. Learn to be observant and aware of your surroundings. If you notice suspicious activity or observe a crime, make mental notes of circumstances, descriptions, and times. Do not hesitate to call Campus Security at 760-4293 or VPSA at (501) 760- 4202 (or Emergency Assistance 911.)

Do not assume someone else has reported the incident.

If you are a student....

Think about how you might respond to various situations. The less vulnerable you appear to be, the less likely you will be the victim of a crime.

- a. Never leave wallets, purses, laptop computers, PDA devices, cell phones, backpacks or books unattended. If stolen, they are extremely difficult to recover.
- b. Always lock your vehicle and never leave valuables inside the car in plain sight. If attending night classes, try to park in well-lit areas. Have your car keys readily accessible when you return to your vehicle and check the front and back seats before entering. If you feel unsafe walking alone back to your car at night, walk with a group or call Security at 4293 for an escort to your vehicle.
- c. When classes are in session, security is on duty.
- d. A Garland County Deputy Sheriff is on duty at NPC.
- e. If walking to school, avoid hitchhiking and accepting rides from strangers. Avoid deserted areas and always walk facing traffic.
- f. The College website and your campus e-mail account are the primary ways NPC communicates safety related information.
Through an ALL CALL system, NPC also notifies you via phone (mobile and home) and your campus email account of pressing security issues.
- g. If you have children, never leave them unattended in College lounges, foyer areas, labs, or in your car when parked on campus. NPC does not have child care facilities.
- h. As part of the NPC campus, you are each other's "eyes and ears." Take a moment to report any activity that appears unsafe or unusual to the VPSA's Office or the Campus Security Office at security@np.edu or telephone (501) 760-4293.

If you are an employee....

1. Know your co-workers and be familiar with the people that should be in your area. Don't be shy...question activity or behavior that seems unusual.
2. Be familiar with work safety policies and procedures.
3. Introduce yourself to the security personnel and know how to reach them.
4. Develop an office alert procedure (a simple signal) with co-workers to let each other know when one is in trouble.
5. Do not loan your office keys to anyone who is not an employee.
6. Be very cautious about providing personal information, such as your SSN over the telephone or internet.
7. If you are working late, lock your exterior office doors and be cautious about whom you let in after hours.
8. Leave your office blinds open so security and others can easily see inside as they make their rounds.
9. Report safety related issues, such as non-working lights right away.
If you are leaving late and you are concerned about personal safety, walk with a co-worker or ask security for an escort.
10. Get into the habit of locking valuables in your desk drawer.
11. Do not carry an unnecessary number of credit cards. For the cards you carry, keep the card information in another place for quick reference should they be stolen.

NPC Campus Map

Click here to view a map of NPC Campus http://www.np.edu/about/campus_map.aspx.

Reporting of Crimes to Campus and Local Authorities

National Park College strongly encourages individuals and organizations to promptly report crimes and emergencies that occur either on campus or off-campus to the police department having jurisdiction.

Crimes should also be reported to either Campus Security or the VPSS's Office. Campus Security personnel will ensure that crimes reported directly to the College are also reported to the Garland County Sheriff's Office. Victims reporting crimes to the College are encouraged to file a police report of the incident where it will be assigned a case number and officially investigated. If a suspect is identified, the case can be referred to the Prosecuting Attorney's Office and that office will decide if there is enough evidence to prosecute. Each criminal violation is considered one offense for statistical reporting.

Security and Access to Campus Buildings

National Park College is a state institution of higher education and as such, the campus is open to the public. However, the College reserves the right to bar or evict individuals who are considered a threat to the well-being of the campus community, who cannot benefit from the NPC learning environment, or who have no legitimate purpose for being on campus. Violators will be arrested and charged with trespassing. Office hours are from 8:00 am- 4:30 pm, Monday-Friday. Evening and weekend access is limited to facilities in which classrooms, computer labs, counseling services, library services, or other resources are open to students. Building hours vary by facility depending on the services provided, but most facilities close by 9:00 pm on weekdays and 6:00 pm on weekends. College officials and Campus Security have the authority to ask for identification. Students and employees must cooperate and present their photo ID, if asked. Individuals who do not have a legitimate purpose for being on campus can be asked to leave and if they do not cooperate, may be subject to trespassing. Campus Security locks all entrances after normal building closure hours.

Timely Warning Notice and Access to Information

In a manner that is timely and aids in the prevention of similar crimes, the College will provide timely warnings to the campus community about crimes that pose an ongoing threat to students and employees; including:

- arson, robbery, burglary, motor vehicle theft, aggravated assault, criminal homicides, and sex offenses, are reported to local law enforcement agencies or to campus security authorities, and
- considered by the school to represent a threat to students and employees.

NPC is not required to provide a timely warning with respect to crimes reported to a pastoral or professional counselor.

Emergency Notification

If there is an immediate threat to the health or safety of students or employees occurring on campus, NPC will follow its emergency notification procedures. In addition, NPC will provide adequate follow-up information to the community, as needed. When there is knowledge of an ongoing threat, an informational notice will be reported to students and employees. Electronic mail is the primary method of College communication and each employee and currently enrolled student has a College assigned e-mail account. For this reason, students and employees are reminded and strongly encouraged to check their College e-mail accounts frequently for news or notices.

Crime Log

NPC also maintains a public crime log, which contains a record of all incidents reported to Campus Security or to the Dean of Students Office. This log includes a record of all crimes and reports of other safety or risk-related incidents, not just those required in this annual report. For example, crimes like theft would be included in this public crime log. Minimally, the public crime log is required to include the “nature, date, time, and general location of each crime” as well as its disposition, if known. Incidents are required to be recorded within two business days but certain information may be withheld to protect victim privacy or to ensure the integrity of ongoing investigations.

Missing Persons Procedure

As students at NPC, you are advised that your contact information will be registered confidentially and in accordance with the Family Educational Rights and Privacy Act (FERPA). This information will be accessible only to authorized campus officials, and it may not be disclosed, except via subpoena and/or law enforcement personnel in furtherance of a missing person investigation. In the event of a missing person/student, NPC will inform the local law enforcement agency that has jurisdiction in the proximity of the area in which the person/student went missing within 24 hours of being alerted to the disappearance.

Voluntary, Confidential Reporting of Crimes

The NPC’s policy regarding the confidential reporting of crimes is to protect the identity of those reporting crimes to the extent that the law allows. Anonymous reports may not be accepted unless the information can be substantiated by means other than the caller’s statement.

Enforcement Authority of Campus Security Officers

NPC has a campus security office staffed by an NPC Safety/Security Director and a Garland County Deputy Sherriff. The Campus Security staff have a working relationship with local law enforcement agencies. The Garland County Sherriff’s Office will respond to calls for emergency assistance. Campus Security personnel at the College campus will summon local law enforcement, emergency response personnel or College officials as warranted by the situation.

Security Staff have the right to require identification of any person on the property. Also, in accordance with state law, no person may refuse or fail to leave a building under the control of the College during those hours when the building is regularly closed to the public. Comments concerning Campus Security at NPC should be directed to the VP for Financial Affairs at (501) 760-4215 or the NPC Safety/Security Director at (501)760-4164.

Monitoring & Recording Off-Campus Student Activities

NPC strongly encourages students and the general public to promptly report crimes that occur at non-campus sites to the law enforcement agency having jurisdiction as well as Campus Security for the purpose of warning the NPC community and for inclusion in the annual security report. Should assistance be necessary concerning safety or security matters, contact the Security Officer on duty or request assistance from the NPC Safety/Security Director. In an emergency situation, NPC recommends that 911 emergency assistance be called immediately and then notify the Security Officer or Administrative personnel as soon as possible.

Security Considerations in the Maintenance of Facilities and Grounds

At NPC, the Maintenance Department is the service unit primarily responsible for maintaining facilities and grounds. Students and employees are encouraged to report maintenance concerns or issues such as non-operational lights, improperly locking doors, elevator problems, etc. as well as other safety hazards.

Maintenance concerns may be reported several ways:

- (1) email Campus Security at security@np.edu and Security will forward the request; or,
- (2) contact the Director of Physical Plant at 501-760-4161 or bhopper@np.edu. Contact the Vice President for Finance and Administration at 501-760-4215 or steve.trusty@np.edu if your maintenance concern is not resolved in a timely manner.

Programs and Procedures to Prevent Sexual Offenses and Violence Against Women

NPC is committed to providing a safe and secure campus environment and it is important to note that there have been no known reports of sexual assault at NPC. However, if you are the victim of rape, acquaintance rape, or other forcible or non-forcible sex offenses:

Get medical care as soon as possible....

Get medical care from the Campus Nurse, 501-760-4209, located in the Student Center on the first floor of the Fisher Campus Center, a hospital emergency room or your primary physician. Do not bathe, shower, douche or change clothes prior to your medical examination. Doing so could destroy evidence which may not be legally acceptable if collected later than 72 hours after the assault. If you have already removed clothes worn at the time of the assault, put them in a plastic bag and take them with you to the ER. An examination by a rape/sexual assault nurse will usually be advised to collect information for documentation of evidence should the case be prosecuted. The examination may also include testing and treatment to help prevent sexually transmitted diseases.

Report the assault...

It is your decision whether (or not) to report the sexual assault to law enforcement; however, consider that your report may prevent assaults to others. If you plan to file a police report, do not clean up the area or alter it in any way prior to police arrival. All information and reports of sexual assault can be kept confidential to the extent allowed by law. The case files will be closed to the public as long as the case is active. NPC will consider, at the victim's request, changing the victim's academic situation, if reasonable.

Seek counseling...

- Consider talking to the Campus Nurse, 501-760-4209, or a confidant who can offer support;
- Seek professional counseling services, 501-760-4163;
- Talk with NPC Advisors, 501-760-4232, about balancing family and college commitments;
- Call or visit the Baptist Collegiate Ministry, 501-767-9389, which offers multi-denominational pastoral counseling for any student in need.

Disciplinary Procedures and Sanctions

If the offender is a student, he or she will be subject to the due processes of NPC policy regardless of any civil or criminal action that may be pending as a result of the violation. All disciplinary hearings will adhere to the procedures for notification, evidence, counsel/advisors, burden of proof, records, findings, and appeals as outlined in the NPC Student Handbook. NPC sanctions may include but are not limited to probation, mandatory participation in specific awareness or rehabilitation programs and/or suspension of expulsion from the NPC. In all hearings, both the accused and accuser will have the same opportunities to present their version of the facts. They can also present

other evidence in support of the case including witnesses, and they may question evidence presented. A student's right to privacy is lost when accused of sexual assault on campus and both the victim and the accused will be informed of the outcome of any disciplinary proceedings. Again, the outcome of a hearing is NPC's final determination with respect to the alleged sex offense and sanctions that are imposed and does not address other civil or criminal actions against the accused. For complete information involving disciplinary procedures and sanctions, refer to the NPC Student Handbook.

NPC Response and Evacuation Plan

NPC's campus community has developed an emergency response and evacuation procedures and if a violent crime or any other crime that poses an ongoing danger to the NPC community occurs, efforts will be made to report the information immediately to appropriate administrators, employees, and all currently enrolled students. NPC tests emergency responses and evacuation procedures at least once per calendar year. NPC keeps documents describing the exercise, stating the date and time, and indication whether it was announced or unannounced. An annual summary of safety and risk related incidents from the NPC Campus are reported to all employees and students by email. Criminal offenses are also brought to the attention of the NPC's Crisis Communication Committee, which meets quarterly.

Educational Programs for Sexual Assault Prevention, Campus Security, Dealing with Aggressive Behavior, Sexual Discrimination, Sexual Harassment, and Other Safety Related Programs

Throughout the academic year, the College may offer a variety of educational sessions on topics such as sexual assault prevention, campus security, dealing with aggressive behavior, sexual harassment and other safety related programs. Safety related programs are posted on campus bulletin boards in academic and student services buildings. Most programs are offered at no cost. To request a program specific to the needs of your department, student group or organization, contact the NPC Campus VP for Student Services at 501-760-4202.

NPC is dedicated to maintaining an environment which is safe and supportive of its students and employees where relationships are built on honesty, integrity, and trust. Accordingly, NPC prohibits sexual assault and rape as defined by state law. Actions which result in charges of sexual assault or rape under this policy will be subject to NPC disciplinary action. They may also subject a student to criminal and/or civil liability under state law. In an effort to prevent as well as to deal with the aftermath of sexual violence,

NPC has partnered with the Arkansas Coalition Against Domestic Violence to bring the Clothesline Project to our campus. The project displays shirts designed by female survivors of violence and families/friends of female victims of violence. The shirts hang side-by-side to "*Break the Silence*" and to bear witness to violence against women. The project focuses on providing healing for survivors of violence, educating the public about violence, and providing solutions through individual action to prevent violence

NPC also uses Freshman Orientation (required for all first time, full time students in the fall and spring semesters) as a tool for educating students on the following topics:

- Security and Building Access
- General Procedures - Reporting a Crime
- Security Awareness Programs
- Crime Prevention Programs
- Alcohol and Substance Abuse Prevention
- Sexual Assault Prevention and Response

Sexual Assault Programs and Procedures to Prevent Sex Offenses

Sexual Assault, including rape, acquaintance rape, date rape or gang rape is specifically prohibited on the NPC campus/center or in connection with any of the programs and activities it sponsors. Students committing sex offenses, whether on or off campus, are subject to NPC disciplinary action, as well as criminal action.

Procedures Students Should Follow to Prevent Sexual Assaults

Sex offense awareness and prevention programs are presented periodically. Guest speakers may also be brought to the campus for presentations open to the entire campus community. Materials including pamphlets covering sex offense awareness and prevention and similar materials are also available in the Student Center. Through these efforts, students are informed of preventive actions such as the following:

Protecting yourself

- Determine what you want, what you don't want and communicate your limits clearly. No one should pressure you into unwanted sexual activity.
- Know that you have the right and power to say "No" and the right and power to defend yourself against someone who won't listen to you. If you say, "No", say it firmly and directly.
- Trust your intuition. If you feel something is wrong, it likely is. Remove yourself from

the situation and get to a safe space as quickly as you can.

- Be careful with alcohol and drugs. Some people think that a drunk or stoned companion has automatically consented to sex.
- Attend parties with friends you can trust. Agree to look out for each other. Try to leave with a group, rather than alone or with someone you don't know very well.
- Look for danger signals in a dating relationship. If your partner restricts your activities, isolates you from friends, and displays jealous behavior, he or she may eventually rape and/or harm you.
- Talk with your friends about ways you've learned to prevent rape and violence.

Protecting your partner and friends

- Respect your partner's feelings and needs. Don't pressure anyone to go beyond the limits she or he has set. Listen carefully to your partner and ask for clarification if your partner seems unclear or is giving you a mixed message.
- Respect the person when she or he says "No" to sexual activity and comply. "No" does not mean "Yes"; "No" means "No".
- If you see someone in a vulnerable position, find a non-threatening way to help. Don't ignore a potential case of rape—get involved if you believe someone is at risk.

Guidance and assistance for reporting the assault may be received from NPC Security or the Dean of Student Affairs. If the assault is reported within 72 hours of its occurrence and you cooperate with law enforcement in providing information and evidence, the State of Arkansas pays for the medical examination. Also, if the offense is reported to law enforcement, Victims Compensation can pay for the treatment of other injuries that occurred during the rape. Under any circumstances medical evaluation is important because of the possibilities of Sexually Transmitted Diseases and pregnancy.

Procedures Students Should Follow if Sexually Assaulted

NPC may provide a victim with professional counseling services, Intervention Specialist 501-760-4163 or the Student Health Nurse, 501-760-4209, will assist with that process.

Notification to Student of On and Off Campus Sex Offender Victim Services

Local Off-Campus Resources include: The Jackson House, 705 Malvern, 501- 623-4048; Community Counseling, 125 Dons Way, 501-624-7111; Potter's Clay, 110 Crescent Avenue, 501-624-1366, and Arkansas Coalition Against Sexual Assault, 200 River Market Avenue, Suite, 100, Little Rock, AR 501-246-3276.

Information on Student's Notification Options and NPC Statement that personnel will assist the student with notification

Sexual assault should be reported to the Victim's Unit at the Garland County Sheriff's Department or Hot Springs Police Department. The Dean of Students, Student Health Nurse, or NPC Counselor will assist victims with the notification process.

Notification that the Institution will assist victim with academic schedule changes

If a student has been the victim of a sexual assault, NPC will change the victim's academic schedule after the alleged sex offense if those changes are requested by the victim and they are reasonably available. The VP for Student Services can provide information about this option and assist you with the process.

Procedures for disciplinary action for alleged sex offenses

- **accuser and the accused are entitled to the same opportunities to have others present during a disciplinary proceeding; and**
- **both the accuser and the accused must be informed of the outcome of any institutional disciplinary proceeding alleging a sex offense.**

The NPC Student Code of Conduct, found in the Student Handbook, contains the procedures for campus disciplinary action. The college will conduct an investigation when a complaint is received in compliance with NPC's Policy and Procedures for Complaints on Sex Discrimination, Sexual Harassment and Sexual Misconduct. According to the Title IX Federal ACT, the complainant and the respondent are entitled to the same opportunities to be heard. They may both have the same opportunities to have others present as representatives and witnesses if a formal hearing is held and both parties are informed of the outcome in accordance with federal laws. A complete explanation of the hearing and appeals process can be found on the college website: <https://www.np.edu> or in the Student Handbook.

**Sanctions that NPC may impose following a final determination of a sex offense
disciplinary proceeding or a proceeding involving a crime of violence.**

Possible sanctions imposed for disciplinary purposes against the perpetrators of sexual assault in the event of a finding of 'in violation' include a warning, denial of privileges, restriction of activities, dismissal, expulsion, suspension, disciplinary probation, educational sanctions, and counseling. The perpetrator could also be subjected to criminal prosecution in the state courts. Retaliation against a complainant for reporting an offense is prohibited by law.

NPC will, upon written request, disclose to the alleged victim of a crime of violence or a non-forcible sex offense, the report on 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 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 this paragraph.

Drug and Alcohol Abuse Prevention Programs

It is NPC's policy that illegal drug and alcohol use, including the manufacture, sale, distribution, dispensation, possession, or use of illegal drugs and/or alcohol is prohibited. The illegal use of drugs and alcohol is inconsistent with the behavior expected of members of the NPC community.

NPC is committed to the development and maintenance of an environment free of alcohol and drug abuse and in compliance with the Drug Free Workplace ACT of 1988 and the Drug Free Schools and Communities Act of 1989. These laws and their accompanying regulations provide a proper framework for the anti-drug and anti-alcohol policies of NPC.

NPC Illicit Drug and Alcohol Abuse Educational Programs

NPC and the local community provide a variety of educational programs, services, and training to respond to the problems associated with alcohol and drug abuse. These programs and services are available to all students and employees. Advisors in the Counseling Center, located on the 2nd Floor of the Fisher Campus Center, offers assistance on an individual basis to students who are experiencing alcohol and drug abuse problems. In addition, these advisors and the Campus Nurse, located on the 1st Floor of the Fisher Campus Center, refer students to NPC's Mental Health Counselor (501-760-4163) or to community resources when appropriate.

Health Risks Associated with Alcohol Abuse – Health risks associated with abuse of alcohol are wide-ranging and varied depending on the specific substance involved and individual abuse pattern. These risks include, but are not limited to psychologically and physically addictive; respiratory depression; depression of the immune system; increased risk of heart disease, cancer, accidents, hypertension; brain damage; damage to unborn fetus; impotence at high dosage levels; and liver disease.

Health Risks Associated with Illicit Drug Use – Health risks associated with illegal drug use are wide ranging and varied depending on the specific substance and abuse pattern. Drugs are psychologically and physically addictive and can impact the physiological health of the user in many detrimental ways.

**Community Illicit Drug and Alcohol Awareness Programs, Treatment, and
Rehabilitation**

NPC is committed to maintaining a drug-free campus environment for students and employees. Under the direction of the Board of Trustees, NPC opposes the unlawful manufacture, distribution, possession, or use of a controlled substance by any employee or student. The Vice President for Student Affairs is in charge of drug-free awareness programs to inform students and to refer employees of the dangers of drug abuse, the availability of drug counseling, rehabilitation, and penalties for drug abuse violations. For more information on the NPC's Drug Free Campus policy, please contact the Vice President for Student Affairs, 2nd floor of Gerald Fisher Campus Center; phone number is (501) 760-4203.

NPC is interested in the continued good health and personal well-being of the employees and students. We recognize that employees and students suffering from alcohol or drug dependence can be treated. Employees may contact the AVP of Human Resources at (501) 760-4221. If someone contacts the AVP of Human Resources, it is kept in strict confidence. Students may contact the NPC Counselor at (501) 760-4163. We encourage any employee or student to seek professional care and counseling. Off campus resources include: Community Counseling Services at (501) 624-7111 and Coalition for Action, Recovery, Education, and Support (Garland County CARES) at (501) 623-3525 and Quapaw House at (501) 767-4456.

Federal Laws Pertaining to Alcohol and Illicit Drugs

Drug-Free Schools and Communities Act – The Drug-Free Schools and Communities Act Amendment of 1989, Public Law 101- 226, requires that, as a conditions of receiving Title IV Federal Financial Aid, an institution must certify that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees.

Arkansas Laws Pertaining to Alcohol, Illicit Drugs, and Firearms

5-7-212: Drinking in Public and Public Intoxication: This occurs when a person consumes an alcoholic beverage in any public place, on any highway or street, in any vehicle commonly used for transportation of passengers, in any depot, waiting room, or other public place other than a place of business licensed to sell alcoholic beverages for consumption on the premises; when a person appears in a public place manifestly under the influence of alcohol: controlled substance to the degree and under circumstances such that he is likely to endanger himself or other persons or property or that he unreasonably annoys person in his vicinity. Class C misdemeanor. Maximum penalty: \$100 fine.

5-27-205: Contributing to the Delinquency of a Minor: This occurs when an adult knowingly gives a minor alcohol or drugs. Class A misdemeanor. Maximum penalty: one year in jail or \$1,000 fine or both.

5-65-302: Underage Driving Under the Influence: It is unlawful for any person under the age of 21 years to operate or be in actual physical control of a motor vehicle while under the influence of an alcoholic beverage or similar intoxicant and/or when blood alcohol is a minimum of 0.02%. Penalties for a first conviction are a fine up to \$500.00, loss or suspension of drivers' license from 90-120 days for the first offense, and up to four years for the fourth offense DWI.

Act 802 of 1995: Code 545-104: Administrative revocation of a driver's license in cases of DWI drivers who fail blood alcohol tests (blood alcohol of 0.08%) or who refuse a sobriety test will have their license seized by the arresting officer and may receive a 30 day temporary permit while waiting for a hearing. Penalties increase from loss of license for 120 days for the first offense, to four years for a fourth DWI.

5-64-401: Controlled Substance: Makes it illegal for any person to manufacture, distribute, dispense, or use of illegal drugs. Drug paraphernalia is also illegal. Possible Class Y felony. Maximum penalty: \$250,000 fine or 40 years to life. Use of marijuana is a misdemeanor punishable by Arkansas law and possession is a felony punishable by up to four years imprisonment and up to \$2,000 in fines. Violations may also lead to forfeiture of personal and real estate property and denial of federal benefits, such as grants, contracts, and student loans.

5-64-411: Distribution Near Certain Facilities: Enhanced penalties (a) Any person who commits an offense under 5-64-401 (a) by selling, delivering, possessing with intent to deliver, dispensing, transporting, administering, or distributing a controlled substance may be subject to an enhanced sentence of an additional term of imprisonment of ten (10) years if the offense is committed on or within one thousand feet (1,000') of the real estate property of: a city or state park, a public or private elementary or secondary school, public vocational school, or private or public college or university.

5-73-119 Handguns: Possession by minor possession on school property (3) (A) No person in this state shall possess a handgun upon the property of any private institution of higher education or the publicly supported institutions of higher education in this state on or about his person, in a vehicle occupied by him or otherwise readily available for use with a purpose to employ it as a weapon against a person. (B) A violation of subdivision (a) (3) (A) of this section shall be a Class D felony. *(See Enhanced Concealed Handgun Law)*

5-73-301: Concealed Handguns/5-73-306: Prohibited places (a) No license issued pursuant to this subchapter shall authorize any person to carry a concealed handgun into (15) Any school, college, community college, or university campus building or event, unless for the purpose of participation in an authorized firearms-related activity. *(See Enhanced Concealed Handgun Law)*

5-74-106: Simultaneous possession of drugs and firearms: (a) No person shall unlawfully commit a felony violation of 5-64-401 or unlawfully attempt, solicit, or conspire to commit a felony violation of 5-64-401 while in possession of (A) firearm, any implement or weapon which may be used to inflict serious physical injury or death, and which under the circumstance serves no apparent lawful purpose, any person who violates this section is guilty of a Class Y felony.

Sanctions Imposed on Students and Employees for Violation of Laws/Policies

The unauthorized, unlawful possession, use, manufacture, sale, or distribution of controlled substances, illicit drugs, or alcohol will not be tolerated on NPC's campus or any of its off campus sites by students or employees. The Security Officers actively enforce alcohol and drug laws and NPC policies regarding these issues. Off campus/center activities sponsored by recognized student groups must abide by all local and state laws. Drug abuse and use in the workplace are subjects of immediate concern within our campus community. Students or prospective students violating NPC's policy on alcohol, drugs, or guns are subject to sanctions up to and including expulsion from NPC and referral for prosecution. Personnel and prospective employees violating any criminal drug statute or gun statute while in the work place will be subject to discipline, termination, or prosecution.

Drug Free Workplace Requirements

NPC participates in Campus-Based programs and as such takes the following steps to provide a drug-free workplace, including:

- establishing a drug-free awareness program to provide information to employees,
- distributing a notice to its employees of prohibited unlawful activities and the school's planned actions against an employee who violates these prohibitions, and notification and taking appropriate action when it learns of an employee's conviction under any criminal drug statute.

Employee Assistance Program (EAP)

Eligible employees may participate in the statewide Employee Assistance Program to receive consultation and referral for alcoholism or substance abuse. All NPC employees are eligible for referral assistance through the NPC Employee Assistance Program. The Office of Human Resources, located on the third floor of the Fisher Campus Center, 501-760-4221, provides Title IX employee awareness training and maintains a list of campus and community agencies which provide referral information and/or counseling to students and employees.

Important Emergency Assistance and Campus Security Information

NPC Emergency Assistance

<u>Agency</u>	<u>Contact Number</u>
Emergency Assistance	911
NPC Security Office	501-760-4293/4164
NPC Campus Operator	“0” or 501-760-4222
VP for Finance and Administration	501-760-4215
VP for Student Affairs	501-460-4202
Garland County Sheriff	501-622-3660
Arkansas State Police	501-767-8550

Information of Registered Sex Offenders

The Clery Act requires colleges and universities to inform the campus community where public information about registered sex offenders can be found. The College does not have its own campus-based police force and therefore, this information is available from the Garland County Sheriff's Web Site at www.garlandcountysheriff.com, and the Arkansas Crime Information Center Web Site at <http://www.acic.org/>. The information provided through this web site is an open record. It may be used by anyone for any purpose. However, it is your responsibility to make sure the records you access through this site pertain to the person about whom you are seeking information. Extreme care should be exercised in using any information obtained from this web site. Neither the Garland County Sheriff's Office nor the State of Arkansas shall be responsible for any errors or omissions produced by secondary dissemination of this information.

Clery Act Definitions of Reportable Crimes per the Uniform Crime Reporting Handbook

Aggravated Assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.

Arson: Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling, house, public building, motor vehicle or aircraft, personal property, etc.

Burglary: The unlawful entry of a structure to commit a felony or a theft. For reporting purposes, this definition includes: unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned, including joy riding.)

Murder and Non-negligent Manslaughter: The willful (non-negligent) killing of one human being by another.

Manslaughter by Negligence: The killing of another person through gross negligence.

Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force, violence, and/or causing the victim fear.

Larceny: The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

Vandalism: To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

Weapon Law Violations: The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned.

Drug Abuse Violations: Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (Morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, Methadone); and dangerous non-narcotic drugs (Barbiturates, Benzedrine).

Liquor Law Violations: The violation of laws or ordinances/prohibitions: the manufacture, sale, transporting, furnishing, possessing of intoxication liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

Driving While Intoxicated: A person who drives a motorized vehicle while influenced or affected by the ingestion of alcohol, a controlled substance, or any intoxicant, commits the offense of driving while intoxicated.

Public Intoxication: A person commits the offense of "Public Intoxication" if (1) he appears in a public place manifestly under the influence of alcohol or a controlled substance to the degree that he is likely to endanger himself, other persons or property, or that he unreasonably annoys persons in his vicinity; or (2) he consumes an alcoholic beverage in a public place.

Sex Offenses – Non-Forcible: Unlawful, non-forcible sexual intercourse that includes incest and statutory rape. **Incest** – non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape – Non-forcible sexual intercourse with a person who is under the statutory age of consent.

Sex Offenses – Forcible: Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

Forcible Rape – Carnal knowledge of a person, forcibly and/or against the person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

Forcible Sodomy – oral or any sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Sexual Assault with an Object – The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Forcible Fondling – The touching of the private body parts of another person for the purpose of sexual gratification, forcible and/or against that person’s will; or, not forcibly or against the person’s will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Hate Crime: Criminal offense committed against a person or property which is motivated, in whole or in part, by the offender’s bias (a preformed negative opinion or attitude) against a race, gender, religion, disability, sexual orientation, or ethnicity/national origin.

Race – A preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.) genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind (e.g., Asians, Blacks, White.)

Gender – A preformed negative opinion or attitude toward a group of persons because those persons are male or female. Gender bias is also a Clery Act-specific term, not found in the FBI’s Hate Crime Data Collection Guidelines.

Religion – A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being (e.g., Catholic, Jew, Protestant, Atheist).

Sexual orientation – A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex (e.g., gay, lesbian, heterosexual).

Ethnicity/national origin – A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs and traditions (e.g., Arab, Hispanic.)

Disability - A negative opinion or attitude toward a group of persons based on their physical or mental impairment/challenges whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.