

## **Martin University Campus Safety Policy and Campus Crime Statistics Report 2018-2019 Academic Year**

Martin University is committed to creating a safe campus environment for its students, employees, and visitors. The University complies fully with the published mandates of the Higher Education Opportunity ACT (HEOA) of 2008 (Public Law 110-315) that reauthorized and expanded the Higher Education Act (HEA) of 1965 as it relates to campus safety, documentation of criminal activity, and dissemination of criminal activity information.

Each year Martin University prepares and publishes this annual report containing information about campus safety policies and campus crime. This report is contained at the end of this document, is posted on the University's website and is downloadable and printable. Hardcopies of the report are also available through the Office of Student Services for current students or potential students who request the information. Copies of the report are also available through the Office of Human Resources for current employees or applicants for employment who request the information.

### **Campus Safety and Alerting System**

Martin University uses a smart messaging system to enhance its communication to all students, faculty, and staff. This system allows the University to communicate to students and personnel in the case of a campus emergency, campus closing, or other important University information through a text messaging system. Participation in this smart messaging system is voluntary and provided at no cost. However, your permission is needed for the University to send these types of text messages to your mobile phone. If you are interested in participating in this smart messaging system, please contact Campus Safety personnel to provide your name and current mobile telephone number. Martin University will continue to communicate through the University's email system for all important school related information. The following are campus safety policies implemented by the University.

### **Maintaining a Crime Log**

Martin University maintains a written, easily understood daily crime log. This log is maintained by the Director of Facilities. This log lists any crime, by the date it was reported to the Campus Safety personnel, that occurs on-campus, on a non-campus building or property owned by the University, or on public property within the Campus Safety Department's patrol jurisdiction. The log

contains the nature, date, time, and general location of each crime and the disposition of the complaint, if known.

Campus Safety personnel will make an entry or an addition to an entry to the log within two business days (Monday–Friday, except days when the school is closed) of the report of the information to the Campus Safety personnel unless that disclosure is prohibited by law or would jeopardize the confidentiality of the victim. Martin University Campus Safety personnel may withhold one or more of the required pieces of information if there is clear and convincing evidence that the release of the information would:

- jeopardize an ongoing criminal investigation or the safety of an individual,
- cause a suspect to flee or evade detection, or
- result in the destruction of evidence.

However, Martin University will disclose any information withheld for any of these reasons once the adverse effect is no longer likely to occur.

Martin University will make the crime log for the most recent 60-day period open to public inspection during normal business hours. Persons interested in inspecting the log should contact the Director of Facilities (317-917-3323). Martin University will make any portion of the log older than 60 days available within two business days of a request for public inspection.

#### **Timely Warning of Criminal Activity**

In the event that a situation arises, either on or off campus, that, in the judgment of the Director of Facilities, constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued. The warning will be issued through the University e-mail system to students, faculty, and staff. Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the Director of Facilities may also post a notice at strategic locations on campus (e.g., student lounge, faculty lounge).

Anyone with information warranting a timely warning should report the circumstances to Campus Safety personnel by phone (317-917-3311 or 317-917-3398), the Director of Facilities (317-917-3323), or in person at the dispatch center located on the first floor of the Administrative (Main) Building immediately inside the west entrance doors.

#### **Preparation of Disclosure of Crime Statistics**

The University annually prepares a crime statistics report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This report is prepared in cooperation with the Director of Facilities and local law enforcement agencies. Campus crime, arrest and referral statistics include those reported to the Campus Safety Department and local law enforcement agencies. University crime rates statistics for the most recent reported calendar year of 2017 are provided at the end of this document.

Each year, an e-mail notification is made to all enrolled students and current employees that provide the website to access this report. Copies of the report may also be obtained through Student Services, Human Resources, or downloaded from the University's website. All prospective employees may obtain a hardcopy of the report from the Office of Human Resources, by calling (317) 543-3672 or the Martin University website.

#### **How to Report Criminal Offenses**

To report criminal or suspicious activity, contact Campus Safety personnel by phone (317-917-3311 or 317-917-3398), the Director of Facilities (317-917-3323), or report in person at the dispatch center located on the first floor of the Administrative (Main) Building immediately inside the west entrance doors. In the case of an emergency, dialing 911 may also be appropriate.

#### **Voluntary Confidential Reporting**

All instances of observed criminal or suspicious activity may be reported on a confidential basis. Moreover, any victim of a crime that does not want to pursue action within the University system or the criminal justice system may still want to consider making a confidential report. With permission, the Director of Facilities can file a report on the details of the incident without revealing the reporting individual's identity. The purpose of a confidential report is to comply with the reporter's wish to keep the matter confidential, while taking steps to ensure the future safety of his/her-self and others. With such information, the University can keep an accurate record of the number of incidents involving students, 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 may be counted and disclosed in the annual crimes statistics for the institution.

#### **Security and Access**

During business hours, Martin University will be open to students, employees, and guests. All students entering the Main Building must electronically sign-in

using the University issued badge. Students who do not have their badge on their person upon entering the building will be asked to manually sign-in. Guests must sign-in as part of the building admittance process. During non-business hours, access to all University facilities is by admittance via the Department of Campus Safety personnel.

#### **Campus Law Enforcement Authority**

Martin University Campus Safety personnel have the authority to ask persons for identification and to determine whether individuals have lawful business at Martin University. Martin University Campus Safety personnel do not possess arrest power. Criminal incidents are referred to the local police who have jurisdiction on the campus.

#### **Encouragement of Accurate and Prompt Crime Reporting**

Martin University students, faculty, staff, guests, and visitors are encouraged to report all crimes, suspicious behavior, and public safety related incidents to the Martin University Campus Safety Department in a timely manner. To report a crime, suspicious behavior, or an emergency occurring on the University campus, call Campus Safety personnel by phone (317-917-3311 or 317-917-3398), the Director of Facilities (317-917-3323), or report in person at the dispatch center located on the first floor of the Administrative (Main) Building immediately inside the west entrance doors.

#### **Security Awareness Programs for Students and Employees**

During student orientation sessions, students are informed of services offered by the Martin University Campus Safety Department. Presentations outline ways to maintain personal safety. Students are informed about crime on-campus and in surrounding neighborhoods. Similar information is presented to new employees. Crime Prevention Programs and Sexual Assault Prevention Programs are offered on a continual basis. Periodically during the academic year, the Martin University Campus Safety Department, in cooperation with other University organizations and departments, present crime prevention awareness sessions. A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others.

#### **Crime Prevention Programs for Students and Employees**

Crime Prevention Programs are provided by the Martin University Campus Safety Department throughout the year.

#### **Alcoholic Beverages**

Possessing, purchasing, manufacturing, selling, or making available alcoholic beverages on University-owned or controlled property or at University-sponsored or supervised activities is in violation of University policies and may be a violation of State or Federal law. Being in an intoxicated state while on University-owned or controlled property or at University-sponsored or supervised activities is also prohibited. Martin University will notify legal agencies in situations where State or Federal law has been broken. Detailed policies regarding alcohol use, awareness/education, treatment, and possible actions against violators are contained in the Student Handbook (applicable to students) and the Martin University Personnel Handbook (for employees).

### **Illegal Substances**

Possession or use of illegal or non-medically prescribed controlled substances violates State and Federal law and is expressly prohibited on Martin University-owned or controlled property or at University-sponsored or supervised activities. The manufacturing, selling, bartering, exchanging or giving away of illegal or non-medically prescribed controlled substances to any individual or group of individuals is also illegal and prohibited on Martin University-owned or controlled property or at University-sponsored or supervised activities. Martin University will notify legal agencies in situations where State or Federal law has been broken. Detailed policies regarding illegal or controlled substances use, awareness/education, treatment, and possible actions against violators are contained in the Student Handbook (applicable to students) and the Martin University Personnel Handbook (for employees).

### **Disclosures to Alleged Victims of Crimes of Violence or Non-Forcible Sex Offenses**

The Martin University Director of Facilities, upon written request, will disclose to the alleged victim of a crime of violence or a non-forcible sex offense, the results of any disciplinary actions taken by the University against the person who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, the Martin University Director of Facilities will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.

### **Preventing and Responding to Sex Offenses**

The University educates students about sexual assaults through student orientation and literature provided upon request from the Campus Safety Department.

Victims of a sexual assault at Martin University are first encouraged to get to a place of safety and then obtain necessary medical treatment. The Martin University Campus Safety Department strongly advocates that a victim of sexual assault reports the incident in a timely manner. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to a Campus Safety Officer. Filing a report with a Campus Safety Officer will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from officers.

When a sexual assault victim contacts the Martin University Campus Safety Department, the Indianapolis Police Department will be notified as well. The victim of a sexual assault may choose for an investigation to be pursued through the criminal justice system. A representative from the Indianapolis Police Department will guide the victim through the available options and support the victim in his or her decision. The Indianapolis Police Department will also provide appropriate counseling and support service referrals. University disciplinary proceedings against persons accused of engaging in sex offenses are detailed in the Student Handbook.

### **Sex Offender Registration**

The State of Indiana requires all persons convicted of a sexual offense to register with the State. As part of this registration process, sexual offenders must identify a work address and/or the address where they attend school. A database of registered sex offenders is accessible on the Internet at <http://www.icrimewatch.net/indiana.php> . The names of registered sex offenders who may be employed or enrolled at Martin University can be found using this database, searching registered offenders in the area of 2186 North Sherman Drive, Indianapolis, IN 46218 (Martin University's address), and selecting the "Work/Volunteer Addresses" and "School Addresses" Offender Address Type boxes.

### **Emergency Notification**

If there is an immediate threat to the health or safety of students or employees occurring on campus, Martin University will follow its emergency notification procedures. These procedures are outlined in detail in the University's Emergency Preparedness Plan. The complete Martin University Emergency Preparedness Plan is located on the University's website at <http://az480170.vo.msecnd.net/29058da5-9375-4249-a41b-9e38f5430632/docs/716fba2b-72b9-41a9-97f1-33697c572139/emergency->

preparedness-plan-10-7-13-revision.pdf. In the event that Martin University identifies an emergency condition and implements its emergency notification procedures, the institution is not required to issue a timely warning based on the same circumstances. However, Martin University will provide adequate follow-up information to the community as needed.

#### Martin University Crime Statistics

Presented below are several tables containing number and types of criminal activity occurrences reported from January 1, 2017 through December 31, 2017.

Criminal Offenses 2017		
Criminal Offense	Total Occurrences On-Campus	Total Occurrences on Public Property
Murder/Non-Negligent Manslaughter	0	0
Negligent Manslaughter	0	0
Rape	0	0
Fondling	0	0
Incest	0	0
Statutory Rape	0	0
Robbery	0	0
Aggravated Assault	0	0
Burglary	0	0
Motor Vehicle Theft	0	0
Arson	0	0

As can be seen in the table above, there were no reported criminal offenses in 2017.

<b>Hate Crimes – Public Property 2017</b>							
Criminal Offense	2017 Total	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity/ National Origin
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0
Destruction/Damage/ Vandalism of Property	0	0	0	0	0	0	0

The following table shows there were no reported Violence Against Women Act (VAWA) offenses on-campus or on public property adjacent to the University campus in 2017.

<b>Violence Against Women Act (VAWA) Offenses 2017</b>		
Criminal Offense	Total Number VAWA Offenses On-Campus	Total Number VAWA Offenses on Public Property
Domestic Violence	0	0
Dating Violence	0	0
Stalking	0	0

The following table shows there were no arrests made on-campus or on public property adjacent to the University campus in 2017.

<b>Arrests 2017</b>		
Criminal Offense	Total Number of Arrest on Campus	Total Number of Arrests on Public Property
Weapons: Carrying, Possession, etc.	0	0
Drug Abuse Violations	0	0
Liquor Law Violations	0	0

The following table shows there were no disciplinary actions based on criminal activity in 2017.

<b>Disciplinary Actions 2017</b>		
<b>Criminal Offense</b>	<b>Total Number of Disciplinary Actions on Campus</b>	<b>Total Number of Disciplinary Actions on Public Property</b>
Weapons: Carrying, Possession, etc.	0	0
Drug Abuse Violations	0	0
Liquor Law Violations	0	0

The following table shows summary crime statistics over the last three years. As can be seen in the table, over the last three years there was one incident of fondling.

<b>Summary Crime Statistics Over Last Three Years</b>							
	On-Campus Property			Public Property			Three Year Grand Total
Reporting Year	15	16	17	15	16	17	
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	0	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	0	0	0	0	0	0	0
Illegal Weapons Possession Arrests	0	0	0	0	0	0	0