

Olivet College

Annual Security Report 2016

Annual Fire Report 2016



2016 Annual Security Report

Campus Safety * Olivet, Michigan 49076 * (269) 749-7911

safety@olivetcollege.edu

From the Director of Campus Safety

Dear Olivet College Community,

Thank you for taking the time to read this year's annual security report. This report is designed to provide important information about your safety and security on the Olivet College campus. This report also contains statistics about crime and fire incidents on campus.

Olivet College is a safe environment. The safety you experience on campus is due, in part, to the combined efforts of many different departments and individuals. Safety is a shared responsibility and the college relies on every community member to contribute to the security at Olivet College by reporting suspicious activities and using common sense when going through your daily activities.

The Olivet College Campus Safety Department is charged with enforcement of college regulations, state and local laws, as well as the security of all buildings and grounds on campus. This function is essential to maintaining an environment that is safe and allows our educational mission to occur without disruptions.

I hope that you find this report informative and helpful, and that your stay at Olivet College is enjoyable and safe. If you have any questions feel free to contact Campus Safety at (269) 749-7911 or email them at safety@olivetcollege.edu .

Thank you,

Phil Reed

Campus Safety Director

Education for Individual and Social Responsibility

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Campus Safety

Olivet College operates its own non-deputized Campus Safety Department. Campus Safety personnel are on duty 24 hours a day, year round. Campus Safety officers work closely with hall directors to enhance the protection of persons and property at Olivet College. The Campus Safety Department also provides basic safety services to all students, faculty, staff and guests. Keeping Olivet College safe requires a partnership between Campus Safety personnel, students, faculty and staff.

Office Location

The Campus Safety office is located in Mott Academic Building room 208

Campus Safety can be contacted at the following:

(269) 749 – 7911 or 7911 Campus extension

(269) 749 – 7738 or 7738 Campus extension

(269) 749 – 7173 or 7173 Campus extension

safety@olivetcollege.edu

Other Contact Information

Student Life

(269) 749 – 7607 or 7607 Campus extension

Olivet Police Department

Emergency – 911

Non-emergency – (269) 749 – 9961

Olivet City Fire Station

Emergency – 911

Non-emergency – (269) 749 – 9106

Eaton County Sheriff's Department

Emergency – 911

Non-emergency – (517) 543 – 3510

911 Information

Any time you call 911 with an emergency you must provide the following information:

- Your name
- A telephone number where you can be reached
- Type of emergency
- Address where assistance is needed
- Dispatch may also ask for names of two cross streets near your location
- Dispatch may also ask for how many people are involved and if there are any critical/life threatening injuries to report
- Dispatch may also ask whether you need law enforcement, EMS, or fire
- Stay where you are as long as it's safe until law enforcement or first responders arrive on scene
- If anything changes call 911 back to let them know how to properly respond to the incident

Olivet College Building Addresses

Alpha Phi Kappa/Eta Psi	227 College St.	Hance House	217 Yale St.
Adelphic	213 E. Cottage St.	ITS	333 S. Main St.
Alpha E	212 S. Main St.	Kirk Center	450 S. Main St.
Art Building	112 W. Green St.	Long Apts.	312 Yale St.
Burrage Library	333 S. Main St.	MacKay Gym	200 E. Cottage St.
Blair Hall	110 E. Cottage St.	Mott Academic	400 East St.
Brewer House	412 Shiphperd St.	Nu Gamma Xi	502 Shiphperd St.
Criminal Justice Bldg.	412 Church St.	Olivet Church	125 College St.
Cutler Event Center	9049 S. Marshall Rd.	Phi Alpha Pi	504 S Main St
Dole Hall	320 S. Main St.	Physical Plant	402 Church St
Gillette Student Village	604 S. Main St.	Shiphperd Hall	220 E Cottage St
Global House	511 S. Main St.	Sigma Beta	508 S Main St
Grounds Department	201 College St.	Soronian	123 W Cottage St
Gruen House	202 Yale St.	Upton Gym	210 E Cottage St
Ham House	115 Yale St.	Upton Conservatory	520 S Main St
Oak Hill Apartments Bldg. A	4740 W. Butterfield Hwy		
Oak Hill Apartments Bldg. B	4744 W. Butterfield Hwy		
Oak Hill Apartments Bldg. C	4748 W. Butterfield Hwy		

Campus Safety Service

Campus Safety provides a full range of campus service, including but not limited to:

- **Crime Prevention and Safety Programs**
- **Parking and Traffic Enforcement**
- **Criminal and Non- Criminal Investigations**
- **Securing/Unlocking Campus Buildings**
- **Arranging Student Medical Transportation – EMS**
- **24- hour Campus Safety Escorts**
- **Assistance With Minor Motor Vehicle Problems**
- **After-hour Admittance to Campus Buildings for Authorized Students**
- **Event Security**

Self-Protection Statement

The city of Olivet and the college campus are safe places, but crime and accidents can happen at any place and time. The existence of security measures taken by Olivet College and the Campus Safety Department does not relieve individuals of their responsibility for self-protection. Members of the college community must assume responsibility for their own personal safety as well as the security of their personal belongings.

Safety Tips

- **Do not prop open doors to residence halls**
- **Lock residence doors every time student leaves his/her room**
- **Lock doors before going to sleep**
- **Lock windows that are accessible from the outside**
- **Keep small items of value out of sight (e.g. purses, wallets, jewelry, money, etc.)**
- **Record serial numbers of valuable property (i.e. video game system, laptop, etc.)**
- **Never loan keys or your student ID card to anyone**
- **Do not walk alone at night; walk with a friend or utilize the Campus Safety escort**
- **Lock car doors and keep windows rolled up and valuables in the trunk**
- **Notify Campus Safety of suspicious individuals on campus**
- **Remain alert to your surroundings**
- **Report any annoying or harassing phone calls to Campus Safety or Hall Director**

Incident Reporting

Olivet College encourages prompt reporting of criminal behavior and other safety concerns to Campus Safety, Hall Directors, Vice President of Student Life and/or the appropriate police agencies. The college will provide statistics of reported crimes as required and defined by the Campus Security Act. These statistics are in compliance with federal legislation. A copy of the Olivet College's crime statistics is included in this publication.

Statistical Reporting

Olivet College will provide statistics of reported sexual assaults, domestic violence, dating violence, stalking and Clery crimes as required and defined by the Campus Security Act, Title IX, and Campus Save Act. All personally identifying information will be removed from statistical reports. All members of the Olivet College community share a responsibility of upholding the sexual assault policy as we strive to achieve our goal of creating a violence-free community. Specific instructions on how to handle sexual assault violations can be under the sexual assault section of the Annual Security Report as well as in the Office of Student Life.

Safety Education (Federal Statute 668.46b.2i)

The college promotes safety among students and employees through instructional programs and, if needed, timely warnings of criminal activity will be issued by Campus Safety or a representative of the Office of Student Life. The college encourages students and employees to be responsible for their own security and the security of others. Educational programs occur during all new student orientations, both for freshmen and transfer students.

Campus Sex Crimes Prevention Act

Sex Offender Status at an Institution of Higher Learning: Federal Law requires state agencies to contact Olivet College Campus Safety regarding sex offenders employed on campus or enrolled as students.

Persons Required To Report

If a convicted sex offender is employed or attends an institution of higher learning and it requires him/her to be on campus for 14 consecutive days, or 30 or more total days in a calendar year, he/she must report that status to the local police department. An institution of higher learning is defined as a public or private community college, four-year college or university, public or private trade, as well as vocational or occupational school. A convicted sex offender shall include all full- and part-time employees and/or students, contractual providers, employees of contractual providers and volunteers.

A person required to report must notify the local law enforcement agency immediately. This applies to both out-of-state and Michigan residents. The local law enforcement agency in the case of Olivet College would be the *Olivet Police Department* located at *106 S. Main St., Olivet, MI 49076*.

Sex Offender Registry

Any student/employee is required to notify the college if he/she is a convicted sex offender. The state of Michigan maintains a sex offender's website at <http://www.mipsor.state.mi.us>

However, since the Olivet Police Department already maintains a database on these individuals, please contact them for further information.

Procedures and Support Services Regarding Sexual Assault

The Olivet College Sexual Assault Policy prohibits all incidents of criminal sexual conduct as defined by the laws of the state of Michigan. However, as an educational institution, we believe we have the responsibility to set an even higher standard of conduct for our community. The Olivet College Sexual Assault Policy contains our standards, definitions and procedures, as well as the pertinent Michigan laws. We will fairly but rigorously enforce these standards. Education and awareness are essential to our efforts against sexual assault, and the college provides educational programs and materials throughout the academic year. Most importantly, our procedures and referrals to services recognize the trauma of sexual assault and the need to empower the survivor. Our sexual assault programs, materials and referrals are available to all Olivet College students and employees.

Olivet College encourages all survivors of sexual assault to report the incident to Campus Safety, the Olivet Police Department or other appropriate law enforcement agency. The Campus Safety staff is available at any time to assist any student who wishes to report a sex offense that occurred in any police jurisdiction.

Filing a report with Campus Safety does not commit the student to any subsequent course of action. While follow-up options and alternatives will be presented and discussed, final decisions are left to the survivor. Confidentiality is a critical concern for survivors of sexual assault. Student survivors frequently express fear that family, friends, professors, police, hall directors and/or press will learn of their experience. Because of the college's relationship with students, the Vice President of Student Life is apprised of any serious incident involving a student. Insofar as it does not interfere with the college's legal or ethical obligations, the college will honor the survivors' choices regarding additional reporting and follow-up. The final decisions are left to the survivors unless they are too seriously injured to make their own decisions. Campus Safety can assist survivors with transportation to and from the hospital. Survivors will be transported via EMS or friend to either Oaklawn Hospital, located in Marshall which is 15 minutes south of campus, or Hayes-Green Beach Hospital, located in Charlotte which is 15 minutes north of campus. Hospital staff will normally contact an on-call Sexual Assault Nurse Examiner (SANE) to complete a medical examination and collect evidence related to the incident.

Sexual Assault Overview

Olivet College recognizes that sexual assault is a crime, which undermines self-esteem and individual growth. Further, the college accepts responsibility for combating sexual assault in all ways appropriate to an institution of higher education. The college has and will continue to educate the campus community about sexual assault and to cultivate an environment discouraging the attitudes and behaviors that have made sexual assault an epidemic in our society.

Note: Sex with an intoxicated person can be legally interpreted as sexual assault in the State of Michigan. (See "Consent" below)

Prevention: Protect Yourself

Communication is Key

It can be difficult to discuss sexual expectations with someone, especially when it is early in a relationship. However, everyone must take responsibility to prevent sexual misconduct.

These suggestions may help you avoid a potentially damaging situation:

- **Get to know your partner and discuss sexual expectations before you find yourself in an intimate situation.**
- **Clearly communicate your desires and limits.**
- **Be responsible for your use of alcohol and other drugs. Realize that alcohol and other drugs lower your sexual inhibitions and may make you vulnerable to someone who might seek to take advantage of an intoxicated person.**
- **Be assertive. Tell a sexual aggressor “NO” clearly and loudly.**
- **Pay attention to the nonverbal actions of you and your partner.**
- **Accept the decision made by your partner.**
- **Understand and accept that you are responsible for your behavior and choices.**

Be Aware – Be Assertive – Trust Your Instincts

- **Set your sexual limits. Decide what your limits are and how far you want to go.**
- **If you choose to drink, do so responsibly, and always have a trusted DSP (designated sober person) with you. Discuss your boundaries and plans for the night in advance and stick with them.**
- **Don’t leave the party with or accept a ride from a person you’ve just met.**
- **Trust your instincts. If someone or something doesn’t feel right there is probably a reason.**

Responsibilities for Initiators of Sexual Activity

If you find yourself in the position of being the initiator of sexual activity, you owe sexual respect to your potential partner; these suggestions may help you do this:

- **Clearly communicate your intentions to your sexual partner and give him/her a chance to clearly relate his/her intentions to you.**
- **Mixed messages from your partner should be an indication that better communication is necessary before activities progress. You need to respect the timeline with which your partner is comfortable.**
- **Do not take advantage of someone’s intoxicated state, regardless of how they became intoxicated.**
- **Understand that consent to some forms of sexual activity does not necessarily imply consent to other forms of sexual activity.**
- **Silence and passivity cannot be interpreted as indications of consent. Read your potential partner carefully, paying attention to verbal and nonverbal communication.**

Definitions of Terms

Sexual Misconduct:

Is any sexual act that takes place without effective consent. Consent is not effective in cases where age, intoxication, mental status, incapacitation, etc. prevent a person from knowing the fact, nature, and extent of the sexual situation, or where a person has been compelled through coercion, threats, intimidation, fraud, or force. For more information, see “Consent” below.

Sexual Misconduct:

Includes but is not limited to the following:

- **Rape** is any sexual penetration (anal, oral or vaginal), however slight, with any object, by any person, without consent.
- **Sexual Assault** is any sexual touching, however slight, with any object or by any person, without consent.
- **Sexual Harassment** is defined in the “Sexual Harassment” section of this document.

Dating Violence:

Means violence committed by a person:

- Who is or has been in a social relationship of a romantic or intimate nature with the victim
- Where the existence of such a relationship shall be determined based on the consideration of the following factors:
 - The length of the relationship
 - The type of relationship
 - The frequency of interaction between the person involved in the relationship

Domestic Violence:

includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws.

Stalking:

Means engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- Fear for his or her safety or the safety of others; or
- Suffer substantial emotional distress

Consent

- Consent is an informed, knowing, and voluntary mutual understandable willingness to do the same thing, at the same time, at the same place, in the same way, with one another.
- Consent is a process, which must be asked for every step of the way; if you want to move to the next level of sexual intimacy, just ask.
- Consent is never implied and cannot be assumed, even in the context of a relationship. Just because you are in a relationship does not mean that you have permission to have sex with your partner.
- The fact that you were intoxicated is not a legal defense to rape. “But I was drunk,” is not a legitimate excuse. A person who is intoxicated cannot legally give consent. If you’re too drunk to make decisions and communicate with your partner, you’re too drunk to consent.
- The absence of a “no” doesn’t mean “yes.”
- Submission due to coercion or intimidation is not real consent.
- If a person resists to the point where additional resistance would be futile or until his/her resistance is forcibly overcome, submission thereafter is not consent.
- There must be a choice between engaging and not engaging in sexual activity.
- It is the responsibility of the initiator of the of the sexual activity, or the person who wants to engage in the specific sexual activity, to make sure that he or she has consent from his/her partner(s).
- Communication, respect, and honesty make sex and relationships better.

Olivet College Sexual Assault Policy

What You Can Do Following a Sexual Assault/Domestic or Dating Violence/Stalking

- **GET TO A PLACE OF SAFETY.** Leave the location of the incident, go to some place you feel safe. You may wish to contact a close friend or family member to assist you. Do not shower, bathe, douche or change clothes until you report the assault. Any of these actions could potentially destroy evidence that would not be available if you choose to file a complaint with local police department.
- **REPORT the Incident to an RA, Hall Director, or Campus Safety.** RAs and Hall Directors will file an incident report and alert Campus Safety. Your well-being is important to us. We are here to assist you during this difficult time. Campus Safety will take a report and notify local law enforcement. Law enforcement will take a report and collect evidence. At any point you are free to tell law enforcement you do not wish to speak with them or file a complaint.
- **Obtain Medical Treatment.** A person who has experienced a sexual assault is encouraged to see medical attention to test for STDs and pregnancy, as well as for collection of medical/legal evidence. Prompt collection of physical evidence is essential should a person later decide to pursue criminal prosecution or civil action. *To maximize the efficacy of the evidence collected the exam should take place within 72 hours after the sexual assault has occurred.* Partial evidence may be collected up to 120 hours after the assault. To help preserve evidence, it is important that the victims do not douche, shower, or bathe. Clothing may be placed in a paper bag to

be taken to the exam. Hall Directors on duty are available to transport survivors to the exam. Medical Facilities are located in Charlotte at Hayes-Green Beach or Marshall at Oaklawn Hospital.

- **Meet with Dean of Student Life.** The Dean of Student Life or his/her designee will contact you to ensure you are safe, medical needs have been addressed, you have been informed of the college policies and procedures governing the offense, options under the law and other factors that may be of concern.
- **Proceed with a Judicial Hearing.** Refer to the section “Judicial Hearing” in the annual security report.
- **Seek Counseling.** Sexual assault is a traumatic experience and professional help can assist with the healing process. One way for the survivor of sexual assault to remain in control is to report the assault to a confidential counselor where no action will be taken without the survivor’s consent, unless required by law.
- **Olivet College – Abbot Road Counseling Service** – Call the Office of Student Life to schedule an appointment at (269) 749-7607.
- **Sexual Assault Services of Calhoun County.** All services are free of charge. Crisis Line: 1-888-383-2192 or Office: 269-245-3925
- **Proceed with a Criminal Suit.** The police report will be reviewed by the Prosecuting Attorney’s Office. Once the Prosecutors Office reviews the evidence a determination on whether or not to proceed with the case will be made. The survivor will have the option of pressing charges and proceeding with a criminal case. All services from the Prosecuting Attorney’s Office are free of charge.
- **Proceed with a Civil Suit.** Survivors may decide to proceed with a civil law suit against the assailant. A civil attorney may be obtained by the survivor.

Campus and Community Resources

Campus Resources

- Campus Safety – (269) 749 – 7911
- Betsy Dole Women’s Resource Center – Conservatory 141. Hours: Monday – Friday 8:00 a.m. – 4:30 p.m. – (269) 749 – 6638
- Abbott Road Counseling Service – Call the Office of Student Life to schedule an appointment (269) 749 – 7607

To Report Anonymously

- On myOlivet page go to Campus Safety page:
https://my.olivetcollege.edu/ICS/Campus_Life/Campus_Safety/ once the report is filled out, click on the report button to submit the information.
 - To find without the website, go on to my Olivet, click on Student Life tab then on left go to Campus Safety folder and click on it.
 - You will then be on the Campus Safety page and the anonymous report will be on the upper right hand side of the screen for you to fill out.
 - Fill out as much information as possible then click on the Report button to submit the report.

- Sexual Assault Services of Calhoun County – Medical and counseling services free of charge. (Sexual Assault Nurse Examiners – S.A.N.E.)
24 Hour Crisis Line 1-888-383-2192 or Office: (269) 245-3925
- Listening Ear – 24 Hour Help Line 1-517-337-1717

Amnesty Policy

In cases where an individual wishes to report a sexual assault he/she is not subject to judicial action for underage possession or consumption of alcohol.

Confidentiality

Olivet College will preserve student confidentiality to the extent possible and allowed by law. An individual can speak confidentially with a certain person in legally protected roles at Olivet College including counselors and clergy. Procedures for handling sexual assault violations are processed through the Office of Student Life. All information regarding an incident is absolutely confidential and details are not released to other employees or students.

Family Educational Rights and Privacy Act (FERPA) prohibits disclosure of conduct records to any third party without written permission from the student(s) involved. However, parents or guardians will be contacted in cases in which minors (under the age of 18) are involved in incidents of sexual assault.

Summary of the Michigan Criminal Sexual Conduct Statute

To review the statute in its entirety see Appendix B.

CSC First Degree – Felony

Sexual assault involving penetration using a weapon, coercion, physical force and/or physical violence.

CSC Second Degree – Felony

Sexual assault without penetration, using a weapon, coercion, physical force and/or physical violence.

CSC Third Degree – Felony

Sexual assault involving penetration, but to a lesser degree of force and coercion.

CSC Fourth Degree – Misdemeanor

Sexual assault involving touching of specific body parts such as the breast, genitals or buttocks.

Disciplinary Sanctions

Any student found responsible by the College Judicial system or by the Legal System for committing sexual assault as defined under Michigan's Criminal Sexual Conduct (CSC) statute will face sanctions ranging from suspension to expulsion depending on the severity of the incident and taking into account any previous disciplinary infractions. To review a summary of College actions based on the Michigan CSC statute, see below.

CSC 1st, 2nd, 3rd Degree (Felonies) – Expulsion

Expulsion is the most serious college action and involves the permanent expulsion of the student from Olivet College. Expulsion from the college involves the following: forfeiture of all rights and degrees not actually conferred at the time of expulsion; notification of the expulsion provided to the student; withdrawal from all courses; and forfeiture of all fees according to the normal withdrawal policy of the college. A notice of expulsion will accompany any transcript requested by a student for a period of five years. Any student expelled from the college is prohibited from visiting the college's premises except when engaged in official conferences approved in writing in advance by the vice president and dean of Student Life or their designee.

CSC 4th Degree (Misdemeanor) – Suspension

Suspension from the college involves exclusion of the student from participation in any academic or other activities of the college for a specified period of time, which may be indefinite. Student will incur a minimum fine of \$500 and will be immediately suspended for the remainder of the current semester and at least one additional semester. Prior to returning to campus readmission must be approved by the Vice President and Dean of Student Life. The student will be required to seek counseling before returning to campus. A second offense will result in expulsion.

Any student accused of sexual assault will face an interim suspension pending a judicial hearing.

Interim Suspension

While normally no action will be taken against a student until charges have been heard in accordance with the hearing processes established in these Community Standards, a student may be suspended pending a hearing on charges when, in the judgment of the vice president for Student Life, the continued presence of the student would constitute a clear danger to themselves or to the safety of persons or property on the college premises, or would pose an immediate threat of disruptive interference with the normal conduct of college activities. Interim suspension is only in effect until a hearing board can meet and determine responsibility. During interim suspension, students shall be denied access to residence halls and to the campus (including classes) and all other college activities or privileges for which students might be eligible, as deemed appropriate by the vice president for Student Life.

Survivor Rights

- **The right to investigation and appropriate resolution of all credible complaints of sexual misconduct made in good faith to college administrators.**
- **The right to have others present, in support or advisory roles, during a campus disciplinary hearing.**
- **The right not to have prior sexual history admitted as evidence in a campus hearing.**
- **The right to be informed of the outcome and sanction of any disciplinary hearing involving sexual assault, usually within 24 hours of the end of the judicial hearing.**
- **The right to be informed by college officials of options to notify proper law enforcement authorities, including on-campus and local police, and option to be assisted by campus authorities in notifying such authorities, if the student so chooses. This also includes the right not to report, if this is the survivor's desire.**
- **The right to notification of and options for, and available in, changing academic and living situations after an alleged sexual assault incident, if so requested by the survivor and if such changes are reasonably available (no formal complaint, or investigations, campus or criminal, need occur before this option is available).**
- **Accommodations may include:**
 - **Change of an on-campus student's housing to a different on-campus location**
 - **Assistance from College support staff in completing the relocation**
 - **Arranging to dissolve a housing contract and pro-rating a refund**
 - **Exam (paper, assignment) rescheduling**
 - **Taking an incomplete in a class**
 - **Transferring class sections**
 - **Temporary withdrawal**
 - **Alternative course completion options**
- **The right to make a survivor-impact statement at the campus judicial proceeding and to have that statement considered by the board in determining the sanction.**
- **The right to a campus no contact order against another student who has engaged in or threatens to engage in stalking, threatening, harassing or other improper behavior that presents a danger to the welfare of the complaining student or others.**
- **The right to have complaints of sexual misconduct responded to quickly and with sensitivity by Campus Safety.**
- **The right to appeal the finding and sanction of the judicial body, in accordance with the standards for appeal established by the institution.**
- **The right to preservation of confidentiality to the extent possible and allowed by law.**
- **The right to bring a survivor advocate or advisor to all phases of the investigation and campus judicial proceeding. Both the accused and accuser may have an individual of their choice present to give advice and support. This individual may only provide support and counsel to the student and may not actively participate in the hearing, unless clarification is needed, as determined by the hearing officer or panel.**
- **The right to present relevant witnesses to the campus judicial body, including expert witnesses.**

- The right to be fully informed of campus judicial rules and procedures as well as the nature and extent of all alleged violations contained within the complaint.
- The right to be present for all testimony given and evidence presented before the judicial body.
- The right to have complaints heard by judicial officers who have received annual sexual misconduct adjudication training.
- The right to be informed in advance of any public release of information regarding the complaint.
- The right not to have released to the public any personal information about the complainant, without his or her consent.

Accused Rights

The accused student has similar rights to the survivor with respect to due process and fair treatment. The College will provide a timely and thorough investigation, and will treat the accused with respect before, during and after the student conduct process. Students accused of sexual assault are entitled to fairness no matter what disciplinary process is used. Students should contact the Office of Student Life for detailed information regarding the selected process. If a Judicial Board hearing occurs, procedural requirements are not as formal as those in civil courts of law. A student involved in a sexual assault investigation has the following rights:

- The student has the right to receive a written description of the alleged charges against him/her and a notice of the hearing.
- The student has the right to be present throughout the hearing but not during the deliberation of the hearing officer or Judicial Board.
- The student has the right to remain silent (i.e., not to testify against oneself), but must understand that if silence is maintained, the case will be determined on the evidence presented.
- The student has the right to respond to the charges against him/her.
- The student has the right to hear all of the information presented and to question witnesses who testify at the hearing.
- The student has the right to present pertinent evidence and witnesses to substantiate his/her case.
- The student has the right to be assisted in all matters within the college disciplinary system by a member of the college community or by a student advocate. The advisor or student advocate role is to help a student prepare a case, but not to present it.
- Both the accused and accuser may have an individual of their choice present to give advice and support. This individual may only provide support and counsel to the student and may not actively participate in the hearing, unless clarification is needed, as determined by the hearing officer or panel.
- The student has the right to request an appeal, if their case meets the qualification of disciplinary action taken against him/her.

The accused in a sexual assault case will have the opportunity to fully provide his/her side to the investigator. If there is evidence of a false accusation that will be considered in the investigation and the investigators analysis of the evidence will be provided in a written

report upon completion of investigation. The Student Handbook states that no person shall knowingly furnish false, forged, fictitious or misleading information whether conveyed orally, electronically or otherwise to any Safety Officer or College Official. No person shall knowingly make or furnish to any Safety Officer or College Official any fictitious report of the commission of a violation of any student handbook codes, federal or state law or local ordinance. Minimum fine is \$500 and possible suspension.

For additional information on Sexual Assault see appendix A.

Discrimination and Sexual Harassment

The Olivet College Student Employment Program is committed to providing a work environment that is free of discrimination, and does not allow any unlawful harassment, especially that of a sexual nature.

Sexual Harassment:

Is defined as unwelcome advances, requests for sexual favors, or other verbal or physical contacts of a sexual nature when:

- Submission is made explicitly as a condition of employment
- Submission or rejection is used as the basis for employment decisions
- Such conduct interferes with an employee's work performance
- Such conduct creates an intimidating, hostile or offensive working condition

If a student employee feels subjected to harassment by any other student employee of the college, he/she should promptly report the incident to an immediate supervisor, Student Services or the human resources specialist.

If the student employee feels subjected to harassment by a supervisor or employee of the College, he/she should promptly report the incident to Student Services or the human resources specialist. After a thorough investigation of the matter, appropriate action will be taken. All information concerning harassment charges will remain confidential.

Title IX

Policies and Regulations

Equal Opportunity Policy: Olivet College is committed to the principles of equal opportunity and non-discrimination. The college, in its employment and personnel policies and practices, will not discriminate against any individual on the basis of age, ethnicity, sex, gender identity, disability or disability status, height, weight, marital status, national origin, political persuasion, race, religion, military or veteran status or sexual orientation.

In meeting this commitment, the college is guided by applicable federal and state laws and regulations. These include, but are not limited to:

- Equal Pay Act of 1963, as amended, prohibiting discrimination in pay on the basis of gender
- Titles VI and VII of the Civil Rights Act of 1964, as amended

- Age Discrimination Act of 1967, as amended
- Title IX of Higher Education Act Amendments of 1972
- Sections 503 & 504 of the Rehabilitation Act of 1973
- Section 402 of the Vietnam-Era Veterans Readjustment Act
- Michigan Civil Rights Act of 1977
- Americans with Disabilities Act of 1990
- Uniformed Services Employment & Reemployment Rights Act of 1994

Discrimination and/or harassment of any student on the basis of age, ethnicity, sex, gender identity, disability or disability status, height, weight, marital status, national origin, political persuasion, race, religion, military or veteran status or sexual orientation, is prohibited. If any student/employee believes he/she has been discriminated against or harassed, he/she should contact an office below:

Title IX Lead Coordinator – Students

Dr. Linda Logan

Vice President and Dean of Student Life

(269) 749-6669

llogan@olivetcollege.edu

If you have a complaint against an Olivet College student for sexual harassment, sex discrimination, or sexual assault, contact Dr. Logan, Title IX Coordinator, Vice President and Dean of Student Life.

The Lead Coordinator is responsible for student Title IX compliance including training, education, communication and administration of the grievance procedure for all complaints against Olivet College Students.

Title IX Deputy Coordinator – Employees

Terri Glasgow

Director of Human Resources

(269) 749-7623

tglasgow@olivetcollege.edu

If you have a complaint against an Olivet College faculty, staff member or visitor for sexual harassment, sex discrimination, or sexual assault, you should contact Terri Glasgow.

The Human Resources Director is responsible for the Title IX compliance including training, education, communication and administration of the grievance procedure for all complaints against faculty, staff and visitors, including those complaints filed by students.

Title IX Deputy Coordinator – Athletics

Nancy Van Hoozier

Associate Professor of HPERs

(269) 749-7169

Nvanhoozier@olivetcollege.edu

If you have a complaint against an Olivet College coach or athletic administrator for sexual harassment, sex discrimination, or sexual assault, you may contact one of the offices listed above, or you may contact Nancy Van Hoozier, who will facilitate the handling of the complaint with the appropriate office.

You may also contact the Athletic Title IX Coordinator if you have a complaint about gender equity in the athletic programs.

Notice of Non-Discrimination

Olivet College Notice of Non-Discrimination

“Discrimination and/or harassment of any student on the basis of age, ethnicity, sex, gender identity, disability or disability status, height, weight, marital status, national origin, political persuasion, race, religion, military or veteran status or sexual orientation, is prohibited.”

Title IX Requirement

Title IX regulations require Olivet College does not discriminate on the basis of sex in its education programs and activities.

Applicable Federal Law

This statement supplements the general policy set forth by Olivet College Anti-discrimination policy and address the requirements Title IX of the Education Amendments of 1972 (“Title IX”). Title IX is a federal law that prohibits sex discrimination in federally funded education programs and activities. Title IX states as follows:

“No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activities receiving Federal financial assistance.”

If a student believed he/she has been discriminated against or harassed, he/she should contact the Title IX Coordinator and/or, any college Vice President, Campus Safety, Student Life Staff, a trusted employee or person.

For additional information on Title IX please visit https://my.olivetcollege.edu/ICS/Campus_Life/Title_IX.jnz

Judicial Process

Any member of the college community may file charges against any student for misconduct. Charges shall be prepared in writing, on an incident report, and directed to the Vice President of Student Life, for non-resident students, and to appropriate Hall Director for resident students. It is the responsibility of the student who is involved in an incident to contact the Campus Safety office or a hall director in person within the next 24 hours to fill out a report.

Campus Safety, along with Residence Life staff, may conduct an investigation to determine if the charges have merit, or to obtain more specific information about the reported incident. After receiving a written incident report and conducting an investigation, if appropriate, the respondent will receive charges in written form from a judicial representative. The sanction letter will outline the process which will take place. A student will be notified in writing at least 48 hours prior to the hearing of the date, time, location and charges. Personal delivery or mailing to the last known address will constitute adequate notice. Disciplinary hearings will be conducted in accordance with the following procedures:

- **Hearings will be closed to everyone except those persons specifically provided for in this procedure or person whose presence at the hearing is authorized by the hearing officer or board.**
- **Since the purpose of the hearing is to determine the facts and select an appropriate action that will best suit the student's developmental process, there will be no legal counsel.**
- **Electronic or other verbatim record of the hearings may be made or preserved. In cases where suspension or expulsion from the college is a possible sanction, an audio tape of the hearing will be made.**
- **If a student fails to attend a scheduled hearing, the hearing may proceed in the absence of the accused student. Such an absence will not be considered grounds for an appeal. If a student cannot attend a hearing due to a scheduled class that conflicts with the hearing, the student is responsible for requesting a new hearing for him/herself.**
- **Where two or more cases involving common occurrences or involving the same student or students are pending simultaneously, the hearing officer or board may decide to hear the cases individually or together.**
- **The hearing officer or board may reasonably limit the scope and time devoted to each matter or item of discussion during the hearing, as well as the number of persons testifying or providing witness.**
- **At the beginning of the hearing, the student will be advised of his/her rights.**
- **In all cases, hearings will not be subject to limiting rules of evidence. The level of proof is a preponderance of evidence.**
- **If the student is found responsible, the hearing officer or board will take into account any previous disciplinary action in determining a sanction.**
- **Written notice of the outcome of the hearing will normally be delivered to the student within in five working days.**

- If suspended or expelled, the student will be banned from the Olivet College campus. A trespass notice will be sent to all Olivet College staff and personnel. If the student is seen on campus, he/she will be considered trespassing.
- Sanctions go into effect immediately, unless otherwise stated. The sanctions remain in effect during the appeal process.

Appeal Process

A student has the right to request an appeal of disciplinary actions. Upon receipt of the disciplinary actions, a student has five school days to file a written appeal. Appeals shall be in writing and delivered to the vice president for Student Life in person or through from the accused student's e-mail account. All appeals will be reviewed by the vice president for Student Life. An appeal shall be limited to a review of the notes or audio tape of the initial hearing and supporting documents, except as required to explain the basis of new information. A student may appeal only on the following grounds:

- There was a denial of the elements of a fair hearing.
- To determine if the decision reached was based on complete information.
- To determine whether the imposed sanction(s) were appropriate for the violation.
- To consider new evidence and other facts not brought out in the hearing because such information and/or facts were not known to the person appealing at the time of the original hearing.

The written appeal must state the grounds and the rationale for claiming that an appeal is warranted. Failure on the student's part to attend a hearing will not be grounds for an appeal. If the appeal does not meet one of the criteria above, the student will be notified in writing that the request for appeal is denied.

If the appeal meets one of the criteria above, a review of that issue will be considered and the student will be notified of the result as soon as practical. The following decisions may be made, but are not limited to: overturn the entire decision, uphold the decision but modify (increase or decrease) the sanction, or uphold the entire decision. Please allow a minimum of two weeks to process the appeal. We will do everything to expedite this process.

A student may request an appeal by the president after the decision has come from the Student Life Office. Upon receipt of the student life appeal outcome, a student has five working days from the final action to file a written appeal. Appeals shall be in writing and delivered to the Student Life Office in person from the aggrieved party. The vice president of Student Life or his/her designee will deliver the appeal to the president's office. While there is no right to an interview or hearing, the president, in his sole discretion, may request an interview or hearing to aid in the review of the appeal. The president shall have the final and binding decision regarding the case, which may not be appealed again or reopened.

Missing Persons Procedures

Any member of the campus community who has reason to believe that a student who lives in an on campus residence is missing should immediately contact Campus Safety at extension 7911. Campus Safety will initiate an investigation into the matter. If it is determined through the investigation that the student is missing and has been missing for more than 24 hours, the following shall be completed by Campus Safety staff members no later than 24 hours of when the determination was made:

- The incident will be reported to the Olivet Police Department (OPD).
- The student’s designated emergency contact (for students 18 years or older) or the student’s parents/legal guardian (for students under 18 years of age and not emancipated) will be notified.

In addition to registering a general emergency contact, students residing in on-campus housing have the option to confidentially identify an individual to be contacted by the college in the event the student is determined to be missing for more than 24 hours.

At the beginning of each academic year, Student Life and Campus Safety have all students living on campus file out a Missing Person Confidential Contact Form. Student Life will forward these forms to Campus Safety to be stored and utilized by authorized college or law enforcement officials only during a missing person’s investigation. Example of form below:

Olivet College
 Division of Student Life
 Missing Person Confidential Contact Form

In accordance with federal law, in addition to designating a general emergency contact person, students residing on campus have the option to designate an individual to be contacted in the event the student is determined to be missing by college officials or a law enforcement agency. If the student has identified such an individual, the college will notify that individual within 24 hours of when the student is determined to be missing. Students who wish to identify a contact for this purpose may do so by providing the information below.

This information will be maintained by the Office of Campus Safety, and may only be disclosed or used by college or law enforcement officials during a missing person investigation.

(NOTE: For a student who is under the age of 18 and not emancipated, federal law requires that the college notify a custodial parent or guardian within 24 hours of when the student is determined to be missing.)

Please PRINT all information on this form except your signature at the bottom of this page.

Student Name: _____

Student ID#: _____

Date of Birth: _____

_____ No, I do not wish to designate a person for Olivet College or law enforcement officials to contact in the event it is determined I am missing.

_____ Yes, I would like to designate a person for Olivet College or law enforcement officials to contact in the event it is determined I am missing.

My confidential contact person is:

Name _____

Relationship _____

Address _____

Home Phone _____ Cell Phone _____

The Campus Security Act, Legal Requirements

The Campus Security Act requires colleges and universities to:

- publish an annual report every year by Oct. 1 that contains three years of campus crime statistics and certain security policy statements;
- disclose crime statistics for the campus, public areas immediately adjacent to or running through campus, certain non-campus facilities and remote classrooms. The statistics must be gathered from campus police or security, local law enforcement, and other college officials who have significant responsibility for students and campus activities;
- provide “timely warning” notices of those crimes that have occurred and pose an ongoing “threat to students and employees”; and
- disclose in a public crime log “any crime that occurred on campus... or within the patrol jurisdiction of the campus security department and is reported to the campus security department.”

Campus Safety is responsible for preparing and distributing this report. The department works with many other college officials and agencies, such as the Office of Student Life, Athletic Department, Olivet City Police and the Eaton County Sheriff’s Department to compile the information for our Annual Security Report.

We encourage members of the Olivet College community to use this report as a guide for safe practices on and off campus.

For a copy of this report contact the Olivet College Campus Safety Department at 269-749-7911 or by e-mail at safety@olivetcollege.edu

Incident Reporting

Olivet College encourages the prompt reporting of criminal behavior and other safety concerns to Campus Safety, hall directors, the vice president for student life or the appropriate police agencies.

The college will provide statistics of reported crimes as required and defined by the Campus Security Act. These statistics are in compliance with federal legislation. A copy of the Olivet College Crime Statistics is included in this publication.

Statistical Reporting

Olivet College will provide statistics of reported sexual assaults and other Clery crimes as required and defined by the Campus Security Act. All personally identifying information will be removed from statistical reports. All members of the Olivet College community share a responsibility for upholding the sexual assault policy. Specific instructions on how to handle sexual assault violations are available from the Office of Student Life.

See next page for definitions of Clery Act Crimes.

Definitions of Clery Act Crimes

Murder and Non-Negligent Manslaughter: the willful (non-negligent) killing of one human being by another. NOTE: Deaths caused by negligence, attempts to kill, assaults to kill, suicides, accidental deaths, and justifiable homicides are excluded.

Negligent Manslaughter: the killing of another person through gross negligence.

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 survivor is incapable of giving consent.

- **Forcible Rape:** The carnal knowledge of a person, forcibly and/or against the person's will; or not forcibly or against the person's will where the survivor 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 anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the survivor 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 survivor 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, forcibly and/or against that person's will; or not forcibly or against the person's will where the survivor is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Sex Offenses-Non-Forcible: Unlawful, non-f forcible sexual intercourse.

- **Incest:** Non-f forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape:** Non-f forcible sexual intercourse with a person who is under the statutory age of consent.

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 or violence and/or by putting the victim in fear.

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.

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. All cases where automobiles are taken by person not having lawful access, even though the vehicles are later abandoned including joy riding.

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

Dating Violence:

Means violence committed by a person:

- Who is or has been in a social relationship of a romantic or intimate nature with the victim
- Where the existence of such a relationship shall be determined based on the consideration of the following factors:
 - The length of the relationship
 - The type of relationship
 - The frequency of interaction between the person involved in the relationship

Domestic Violence:

includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws.

Stalking:

Means engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- Fear for his or her safety or the safety of others; or
- Suffer substantial emotional distress

Liquor Law Violations: The violation of laws or ordinance prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to 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.

Drug Law Violations: Violations of federal, state and local laws relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs. The relevance substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

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.

Crime Definitions from the Uniform Crime Reporting (UCR) Handbook and Sex Offenses Definitions from National Incident-Based Reporting System Edition of the UCR Program and VAWA document.

Clery Act Hate Crime Definitions

Olivet College Campus Safety is also required to report statistics for hate (bias) related crimes by the type of bias as defined below for the following classifications: murder/non-negligent manslaughter, negligent manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson, liquor law violations, drug violations and/or illegal weapons possession (see definitions above), and larceny, vandalism, intimidation and simple assault (see definitions below).

Larceny-Theft: the unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another. Note: Constructive possession is defined by Black's Law Dictionary, 6th ed. As "where one does not have physical custody or possession, but is in a position to exercise dominion or control over a thing."

Simple Assault: An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.

Intimidation: To unlawfully place another person in reasonable fear of bodily harm through use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

Destruction/Damage/Vandalism of Property (except Arson): 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.

If a hate crime occurs where there is an incident involving intimidation, vandalism, larceny, simple assault or other bodily injury, the law requires that the statistic be reported as a hate crime even though there is no requirement to report the crime classification in any other area of the compliance document.

A hate or bias related crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. For example, a subject assaults a victim, which is a crime. IF the facts of the case indicate that the offender was motivated to commit the offense because of his/her bias against the victim's race, religion, ethnicity, gender, sexual orientation, or disability, the assault is then also classified as a hate /bias crime.

This year Olivet College has to report one hate crime due to vandalism of property on campus. We also must report that we had three incidents of domestic violence, one incident of dating violence and two incidents of stalking for this year's data.

Please see table below for full breakdown of Criminal Offense Statistics, Arrest Statistics, and Disciplinary Statistics.

If you wish to receive a copy of the statistics please contact Campus Safety by phone at (269) 749-7911 or email at safety@olivetcollege.edu

Criminal Offense Statistics 2015			
Criminal Offenses - On Campus	2013	2014	2015
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent Manslaughter	0	0	0
c. Sex Offenses - Forcible	3	4	1
d. Sex Offenses - Non-forcible (incest and statutory rape only)	0	0	0
e. Robbery	0	0	0
f. Aggravated Assault	5	1	2
g. Burglary	19	8	5
h. Motor Vehicle Theft	1	0	0
i. Arson	0	0	0
j. Hate Crimes (refer to page 31)	1	1	0
k. Domestic Violence	3	0	0
l. Dating Violence	1	0	0
m. Stalking	2	0	0

Criminal Offenses - Residence Halls (subset of On Campus)	2013	2014	2015
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent Manslaughter	0	0	0
c. Sex Offenses - Forcible	2	3	0
d. Sex Offenses - Non-forcible (incest and statutory rape only)	0	0	0
e. Robbery	0	0	0
f. Aggravated Assault	4	0	2
g. Burglary	14	6	5
h. Motor Vehicle Theft	0	0	0
i. Arson	0	0	0
j. Hate Crimes (refer to page 31)	0	0	0
k. Domestic Violence	1	0	0
l. Dating Violence	1	0	0
m. Stalking	0	0	0
Criminal Offenses - Public Property	2013	2014	2015
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent Manslaughter	0	0	0
c. Sex Offenses - Forcible	0	0	0
d. Sex Offenses - Non-forcible (incest and statutory rape only)	0	0	0
e. Robbery	0	0	0
f. Aggravated Assault	1	0	0
g. Burglary	0	0	0
h. Motor Vehicle Theft	0	0	0
i. Arson	0	0	0
j. Hate Crimes (refer to page 31)	0	0	0
k. Domestic Violence	0	0	0
l. Dating Violence	0	0	0
m. Stalking	0	0	0

Criminal Offenses - Non Campus	2013	2014	2015
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent Manslaughter	0	0	0
c. Sex Offenses - Forcible	1	0	0
d. Sex Offenses - Non-forcible (incest and statutory rape only)	0	0	0
e. Robbery	0	0	0
f. Aggravated Assault	0	2	0
g. Burglary	0	0	0
h. Motor Vehicle Theft	0	0	0
i. Arson	0	1	0
j. Hate Crimes (refer to page 31)	0	0	0
k. Domestic Violence	1	2	1
l. Dating Violence	0	0	0
m. Stalking	0	0	0

Arrest Statistics 2015			
Arrests - On Campus	2013	2014	2015
a. Liquor Law Violations	1	2	4
b. Drug Law Violations	0	0	2
c. Illegal Weapons Possession	0	0	0
Arrests - Residence Halls (subset of On Campus)	2013	2014	2015
a. Liquor Law Violations	1	1	3
b. Drug Law Violations	0	0	0
c. Illegal Weapons Possession	0	0	0
Arrests - Public Property	2013	2014	2015
a. Liquor Law Violations	0	0	6
b. Drug Law Violations	0	0	2
c. Illegal Weapons Possession	0	0	0
Arrests - Non Campus	2013	2014	2015
a. Liquor Law Violations	0	6	0
b. Drug Law Violations	0	0	0
c. Illegal Weapons Possession	0	0	0

Disciplinary Statistics 2015			
Disciplinary Actions/Judicial Referrals - On Campus	2013	2014	2015
a. Liquor Law Violations	44	84	76
b. Drug Law Violations	15	17	36
c. Illegal Weapons Possession	0	0	1
Disciplinary Actions/Judicial Referrals - Residence Halls (subset of On Campus)	2013	2014	2015
a. Liquor Law Violations	40	54	69
b. Drug Law Violations	12	12	32
c. Illegal Weapons Possession	0	0	1
Disciplinary Actions/Judicial Referrals - Public Property	2013	2014	2015
a. Liquor Law Violations	11	0	0
b. Drug Law Violations	2	0	0
c. Illegal Weapons Possession	0	0	0
Disciplinary Actions/Judicial Referrals - Non Campus	2013	2014	2015
a. Liquor Law Violations	0	0	2
b. Drug Law Violations	0	1	0
c. Illegal Weapons Possession	0	0	0

Olivet College Hate Crime Statistics 2016

Olivet College Hate Crime Statistics 2016													
<i>Criminal Offenses</i>													
<i>Type of Hate Crime</i>	Murder	Non-negligent manslaughter	Forcible sex offense	Non-forcible sex offense	Robbery	Aggravated assault	Burglary	Motor vehicle theft	Arson	Larceny-theft	Simple Assault	Intimidation	Destruction/damage/vandalism of property
On Campus - 2015													
Race	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0
On Campus - 2014													
Race	0	0	0	0	0	0	0	0	0	0	0	0	1
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0
On Campus - 2013													
Race	0	0	0	0	0	0	0	0	0	0	0	0	1
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0

Residence Halls - 2015 (subset of On Campus)	Murder	Non-negligent manslaughter	Forcible sex offense	Non-forcible sex offense	Robbery	Aggravated assault	Burglary	Motor vehicle theft	Arson	Larceny-theft	Simple Assault	Intimidation	Destruction/damage/vandalism of property
Race	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0
Residence Halls - 2014 (subset of On Campus)													
Race	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0
Residence Halls - 2013 (subset of On Campus)													
Race	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0

Non Campus - 2015	Murder	Non-negligent manslaughter	Forcible sex offense	Non-forcible sex offense	Robbery	Aggravated assault	Burglary	Motor vehicle theft	Arson	Larceny-theft	Simple Assault	Intimidation	Destruction/damage/vandalism of property
Race	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0
Non Campus - 2014													
Race	0	0	0	0	0	1	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0
Non Campus - 2013													
Race	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0

Public Property - 2015	Murder	Non-negligent manslaughter	Forcible sex offense	Non-forcible sex offense	Robbery	Aggravated assault	Burglary	Motor vehicle theft	Arson	Larceny-theft	Simple Assault	Intimidation	Destruction/damage/vandalism of property
Race	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Property - 2014													
Race	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Property - 2013													
Race	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0



Drug Free Report

2016

Alcohol and Drug Policy

Effects of Alcohol and Other Drug Abuse

The abuse of alcohol (a common depressant) can have devastating effects.

Persons who abuse alcohol suffer in many ways, including:

- Academically (poor grades)
- Socially (lowers inhibitions and can alienate friends)
- Mentally (impairs judgment and thinking)
- Physically (increases heart rate, loss of muscle control, etc.).

Frequent drinking to intoxication over an extended period may lead to brain and liver damage, blackouts, personality disorders or alcohol problems.

Most drugs fall into five categories. These categories are 1) stimulants, 2) depressants, 3) hallucinogens, 4) narcotics and 5) cannabis.

Health risks and hazards associated with drug use or abuse may vary according to the type of drug, amount and frequency of use, as well as the physical health of the user. The effects range from physical and psychological dependence to organ damage, cancer and other illnesses, and death.

Alcohol and other drugs are abused for many reasons. They can be viewed as an escape from reality, unhappiness or loneliness. Alcohol and other drugs may be used as a coping mechanism to deal with the pressures of college life.

There are resources available on campus and in the surrounding communities to help deal with the reasons for and the effects of alcohol and drug abuse. For more information about these resources, please call the Office of Student Life at (269) 749-7607.

Alcohol Policy

The following policy is designed to foster an atmosphere of individual and community responsibility as outlined in the college academic vision of *Education for Individual and Social Responsibility* and encompass the Olivet College Compact.

In addition, the policy is designed to:

1. Adhere to all federal, state and local laws regarding the consumption of alcoholic beverages.
2. Stress moderation, safety and individual accountability for those who choose to drink lawfully.
3. Provide information and education.
4. Work toward a college atmosphere that is free of pressure for those who choose not to drink.

5. Prevent alcohol abuse and its effects.

All members of the college community are expected to comply with college policy, and city, county, state and federal laws regarding the unlawful possession, use or distribution of alcohol. Consistent with the principles in The Olivet College Compact, it is the responsibility of each student and employee to report infractions of the Olivet College alcohol policy to Campus Safety officers.

Intoxication is prohibited on campus. Intoxication includes but is not limited to: slurred speech, unsteady gate, excessive noise, odor of alcohol, disrespect of authority, slow verbal response, etc.

The first step toward prevention of alcohol abuse is education. Alcohol awareness programs such as AlcoholEdu will be promoted through the curriculum and co-curriculum. Clubs, organizations, societies and athletic teams will be asked to make their members knowledgeable about the alcohol policy, including the sanctions.

Supplying Alcohol to Minors

Anyone found responsible by a judicial board for supplying alcohol to minors will be turned over to the local police department, along with all testimony and information in regards to the case.

Furnishing and/or Consuming Alcohol

Students and guests of students who are of legal drinking age and desire to consume alcohol on college premises should abide by The Olivet College Compact.

1. Consumption of alcohol in the presence of a person below the legal drinking age is not permissible in the residence halls, theme houses and the Gillette Student Village.

There may only be one open and unfinished container (single serving) per person of legal drinking age in the room. A single serving is defined as one shot (one ounce) or one beer (12 ounces) or one glass of wine (4 ounces) or one mixed drink (6 ounces = one ounce alcohol, 5 ounces of mixer and ice).

2. No more than one case of beer (up to 12 cans) or 1 pint of liquor or one bottle (750 ml) of wine or three 40-ounce containers of beer are to be in a room at any time.

3. Students of legal drinking age may consume alcohol in their residence hall room, with the door closed, as long as they are also in compliance with the visitation policy.

4. Students under 21 years of age found with alcohol on their breath or other signs of alcohol in their system will be considered in violation of the Olivet College alcohol policy.

5. Consumption of alcohol in common areas of the college premises, including the Gillette Student Village is not permissible, except on the premises of society houses or theme houses, and in designated areas during a registered social function.

- 6. Possession of common sources of alcohol or consumption of alcohol from common sources such as kegs, trash cans, etc., is not permissible.**
- 7. College funds cannot be used for the purchase of alcoholic beverages.**
- 8. Devices for rapid consumption (e.g. funnels, beer bongs) and all other alcohol-related paraphernalia are prohibited.**
- 9. Persons serving or providing alcohol to minors are in violation of the college alcohol policy.**
- 10. No alcoholic beverages are permitted in the all-freshmen living areas or substance-free living areas.**
- 11. Olivet College employees may not purchase for or distribute alcohol to any student on college premises or at college related events.**
- 12. Alcohol may be served at specifically designated events hosted or approved by the Offices of the President or Institutional Advancement. Olivet College students and employees may be invited to attend these events, but only those of legal drinking age may consume alcohol at these events.**
- 13. Full-time Residence Life staff are not allowed to consume alcohol with students.**
- 14. Resident assistants are not allowed to consume alcohol while on duty.**
- 15. Any drinking game is prohibited.**

SANCTIONS:

First Offense:

Minimum fine of \$150 to be paid to Student Services; an assessment by a college health official; and adherence to the findings and recommendations of the judicial board for educational sanctions. (Educational sanctions may include, but are not limited to, attendance at two Alcoholics Anonymous meetings, 20 hours of community service, and/or contact of coach, if a student athlete.)

Second Offense:

Minimum fine of \$300 to be paid to Student Services; an assessment by a college health official; and adherence to the findings and recommendations of the judicial board for educational sanctions. (Educational sanctions may include, but are not limited to, attendance at 10 Alcoholics Anonymous meetings, 50 hours of community service, and contact of coach, if athlete.)

Third Offense:

Suspension from Olivet College residence halls for a length of time (at least one week) to be determined at the sanctions phase of a judiciary hearing and a minimum \$500 fine.

Community service hours must be completed within 30 days of violation. If sanctions are not completed within the designated time, students may be subject to more severe sanctions that may include, and are not limited to, more severe fines, suspension and expulsion.

There are no exceptions.

Alcohol Policy Judicial and Appeals Process

Students and student organizations charged with violating the College Alcohol Policy will be subject to the judicial and appeals process.

Medical Amnesty Protocol

The Medical Amnesty Protocol (MAP) is designed to encourage students to call for help in an alcohol-related medical emergency.

Under the Medical Amnesty Protocol

- A student in need of medical help is not subject to judicial action for underage possession of alcohol or limited disorderly conduct if that student completes a required psycho educational intervention at the Abbott Road Counseling office in the lower level of the library.
- An individual who calls for emergency assistance on behalf of a person experiencing an alcohol-related emergency is not subject to judicial action for underage possession of alcohol, provision of alcohol to an underage person, or limited disorderly conduct.
- If a representative of an organization hosting an event calls for medical assistance, this act of responsibility will mitigate any judicial consequences against the organization that may arise.
- Students/organizations will become exempt from MAP under the following circumstances: repeated alcohol offenses and/or abuse of MAP, disrespectful behavior during an emergency, further offenses involving college policy during or immediately following the event or under the discretion of a hall director and vice president for Student Life.

Sanctions under Michigan State Law-Alcoholic Liquor

1. A person less than 21 years of age shall not purchase, consume, or possess alcoholic liquor. Violation of this law could result in a penalty of 93 days in jail and/or a \$500.00 fine.

2. A person less than 21 years of age who uses fraudulent identification to purchase alcoholic liquor is guilty of a misdemeanor and will be subject to the penalties listed below.

- 93 days in jail and/or a \$500.00 fine;
- 90-day suspension of driver's license.

Illegal Drug Policy

In accordance with the Drug-Free Schools and Communities Act Amendments of 1989 (Public Law 101-226) the following information is provided for all students. The unlawful possession, use or distribution of drugs and alcohol on the college campus, at college sponsored activities or in society houses is strictly prohibited. Olivet College is a drug-free campus and does not tolerate the use, possession, sale or exchange of illegal drugs or drug paraphernalia. If a student is found where drug use or paraphernalia exists, he/she will be disciplined under the drug use policy.

Specifically, students shall not:

- Possess, use, manufacture, sell, exchange or otherwise distribute any drug prohibited by local, state and/or federal law. A student found with the odor of marijuana on his/her person and/or other signs of drug use will be suspected of violating the Olivet College illegal drug policy. A student's vehicle, dorm room and personal clothing may be searched by Campus Safety and/or Residence Life staff to determine whether the student is in violation.
- Students in possession of scales, containers, and/or other drug selling paraphernalia will be considered dealers and subject to suspension or expulsion on top of additional fines.
- Possess or use drug paraphernalia. Drug paraphernalia is any item designed for the use of illegal drugs, or any item fashioned for the purpose of facilitating or disguising drug use. Examples are: bongs, rolling papers and pipes.

Students found responsible for violating this policy will face at least the following

SANCTIONS

First Violation:

Disciplinary probation for a minimum of one year, substance abuse assessment to be completed within 30 days of the hearing date, a maximum \$500 fine and/or suspension or expulsion. If suspended or expelled the student will be banned from Olivet College. A trespass notice will be sent to all Olivet College employees. If the student is seen on campus, he/she will be considered trespassing.

Second Violation:

Suspension from Olivet College for at least one year. These are minimum sanctions. Additional sanctions including expulsion may be used depending on the severity of the violation and the student's prior record. If suspended or expelled, the student will be banned from Olivet College.

Tobacco Policy

Smoking and tobacco use, i.e., chewing, is prohibited in all buildings, residence halls and offices. Any derivatives that result from smoking or tobacco use, i.e. cigarette butts, ashes or chew bottles, which are found within any of the areas stated above, will be recognized as evidence confirming violation of the tobacco policy. Smoking is not allowed in the Cutler Athletic Complex or at the main entrance or front entrance to any campus building.

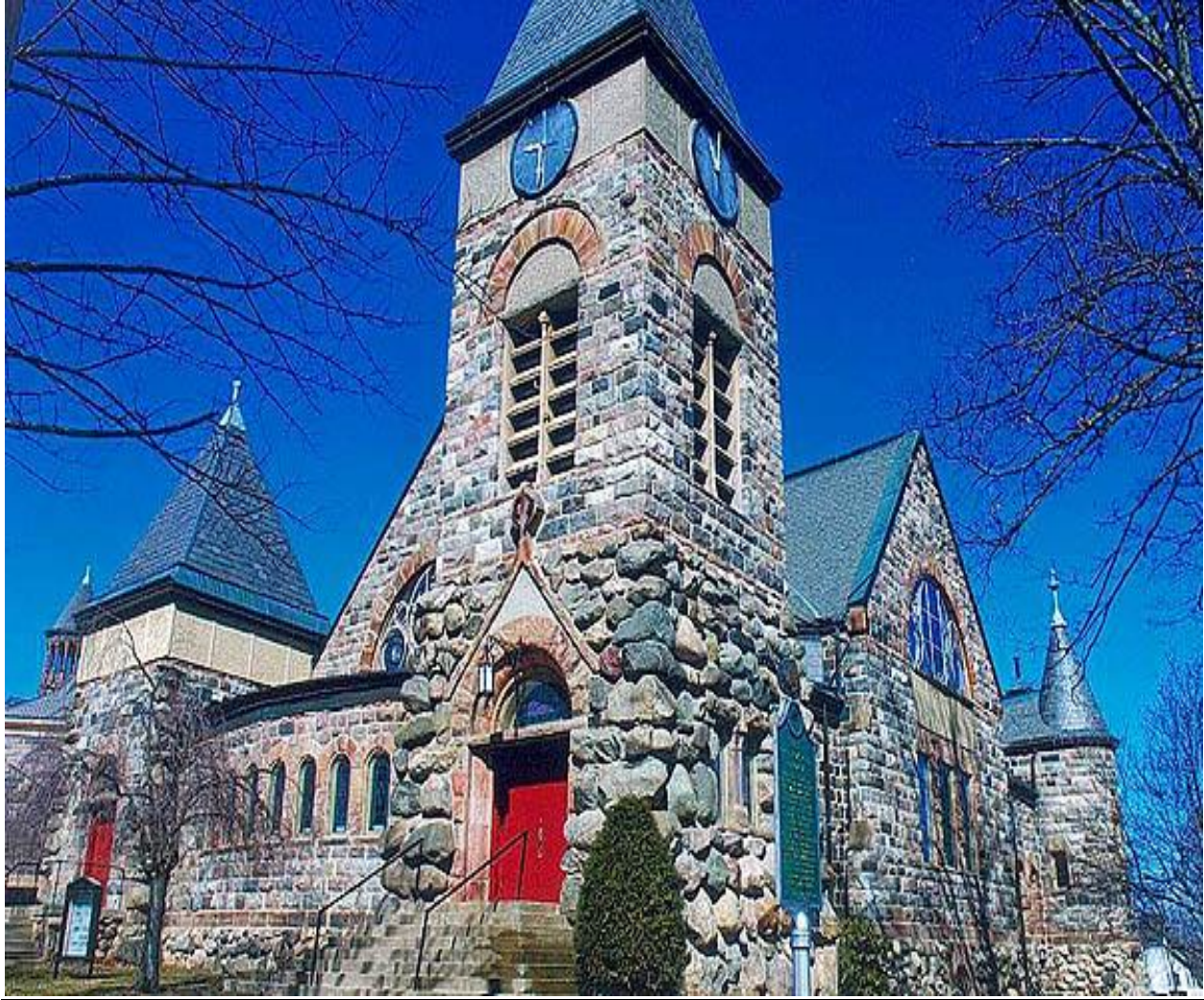
Schedules of Controlled Substances

Appendix C

FEDERAL TRAFFICKING PENALTIES

CSA	Drug	Quantity	1st Offense	2nd Offense	Quantity	1st Offense	2nd Offense
I and II	Methamphetamine	10–99 g pure or 100–999 g mixture	<ul style="list-style-type: none"> • Not less than 5 years, Not more than 40 years. 	<ul style="list-style-type: none"> • Not less than 10 years, Not more than life. 	100 g or more pure or 1 kg or more mixture	<ul style="list-style-type: none"> • Not less than 10 years, Not more than life. 	<ul style="list-style-type: none"> • Not less than 20 years, Not more than life.
	Heroin	100–999 g mixture			1 kg or more mixture		
	Cocaine	500–4,999 g mixture	<ul style="list-style-type: none"> • Fine of not more than \$2 million individual, \$5 million other than individual. 	<ul style="list-style-type: none"> • Fine of not more than \$4 million individual, \$10 million other than individual. 	5 kg or more mixture	<ul style="list-style-type: none"> • Fine of not more than \$4 million individual, \$10 million other than individual. 	<ul style="list-style-type: none"> • Fine of not more than \$8 million individual, \$20 million other than individual.
	Cocaine Base	5–49 g mixture			50 g or more mixture		
	PCP	10–99 g pure or 100–999 g mixture			100 g or more pure or 1 kg or more mixture		
	LSD	1–9 g mixture	<ul style="list-style-type: none"> • Fine of not more than \$2 million individual, \$5 million other than individual. 	<ul style="list-style-type: none"> • Fine of not more than \$4 million individual, \$10 million other than individual. 	10 g or more mixture	<ul style="list-style-type: none"> • Fine of not more than \$4 million individual, \$10 million other than individual. 	<ul style="list-style-type: none"> • Fine of not more than \$8 million individual, \$20 million other than individual.
	Fentanyl	40–399 g mixture			400 g or more mixture		
	Fentanyl Analogue	10–99 g mixture			100 g or more mixture		
		Drug	Quantity	1st Offense		2nd Offense	
	Others <small>(Law does not include marijuana, hashish, or hash oil.)</small>	Any	<ul style="list-style-type: none"> • Not more than 20 years. • If death or serious injury, not less than 20 years, not more than life. • Fine \$1 million individual, \$5 million not individual. 		<ul style="list-style-type: none"> • Not more than 30 years. • If death or serious injury, life. • Fine \$2 million individual, \$10 million not individual. 		
III	All (Includes anabolic steroids as of 2-27-91.)	Any	<ul style="list-style-type: none"> • Not more than 5 years. • Fine not more than \$250,000 individual, \$1 million not individual. 		<ul style="list-style-type: none"> • Not more than 30 years. • If death or serious injury, life. • Fine \$2 million individual, \$10 million not individual. 		
IV	All	Any	<ul style="list-style-type: none"> • Not more than 3 years. • Fine not more than \$250,000 individual, \$1 million not individual. 		<ul style="list-style-type: none"> • Not more than 30 years. • If death or serious injury, life. • Fine \$2 million individual, \$10 million not individual. 		
V	All	Any	<ul style="list-style-type: none"> • Not more than 1 year. • Fine not more than \$100,000 individual, \$250,000 not individual. 		<ul style="list-style-type: none"> • Not more than 30 years. • If death or serious injury, life. • Fine \$2 million individual, \$10 million not individual. 		

Source: www.usdoj.gov/dea/agency/penalties.htm



Fire Safety Report 2016

2016 Fire Safety Report

In August 2008, the Higher Education Opportunity Act instructed institutions of higher education to annually disclose information regarding fires and fire safety in residential buildings.

Reporting Fires

All fires or suspected fires should be reported immediately to Campus Safety by calling 269-749-7911 or 269 -749-7173. Campus Safety can also be reached by dialing extension 7911 or from any campus phone. Fires can also be reported to the Olivet Police and Fire Departments by calling 911.

Malfunctioning Safety Equipment

Report any malfunctioning safety equipment immediately to Campus Safety or to Student Life staff.

Supervised Fire Drills

Mandatory, supervised fire drills are conducted for each residence hall in September for fall semester and once in spring semester when students are on campus for classes. Fire drills are conducted to ensure the students of Olivet College know the alarm protocols and evacuation routes for all buildings. We conduct one unannounced fire drill each academic year.

Evacuation Procedures Policy

Evacuation emergencies include fires, hazmat and explosion emergencies (when evacuation is directed by emergency personnel), natural gas leaks, unplanned utility outages, bomb threats and other situations where Campus Safety or Physical Plant personnel direct evacuation of a building. In the event of fire, fire alarm signal or other evacuation emergencies at Olivet College, everyone in the affected premises must evacuate immediately. Olivet College staff and students will be notified of a fire or other evacuation emergency by a fire alarm signal, which may be a bell or a horn, depending on the building. Other emergency notification methods may include e-mail, phone communication, or in person, as appropriate or warranted by the situation.

All residence hall hallways are equipped with evacuation maps posted in the hallways which indicate the safest and most direct exit routes from the room in an emergency.

Discovery of a Fire

If you discover a fire or smoke situation, activate the fire alarm pull station and contact Campus Safety at the college's phone extension 7911 or (269) 749-7911.

If you feel comfortable doing so, use a fire extinguisher to control or extinguish the fire while emergency personnel are en route to your location.

When The Fire Alarm Sounds:

- Close all windows, but leave curtains and drapes open.
- Leave the overhead lights on.
- Before opening any door, feel the door. If it is hot, do not open it. If it is not hot open the door slightly. If you encounter heat or heavy smoke close the door and stay in the room.
- If you cannot leave the room, open the window slightly and hang a sheet or other light colored cloth out the window to attract the attention of emergency personnel. If there is a landline phone in the dorm room, call Campus Safety (7911), or (911) and report that you are trapped. If you are using a cell phone call 269-749-7911. Remain calm and give your room number and building location. Stuff towels, sheets or other similar materials under all doors leading into corridors. Stay close to the floor if smoke enters the room.
- If conditions allow you to leave the room, close, but do not lock the door, and walk directly to the nearest exit and leave the building.
- If you are away from your room when the alarm sounds, do not return to your room, but leave the building via the nearest exit.
- *Do Not* use elevators in the college buildings. If hallway and/or exit stairwells are not accessible because of heavy smoke, return to your room, close the door and follow the instructions given above.
- If you have exited the facility, stand clear of the building. Emergency equipment or vehicles may be maneuvering around the building.
- Follow the directions of the fire and police personnel and never re-enter the building until they give permission to do so.

BUILDING SAFETY FEATURES

Fire Doors:

Stairwell fire doors should be kept closed at all times. During a fire the stairwells will provide a place of refuge and will protect you during your escape from the building. If the fire doors are left open, the stairwells will act as chimneys, rapidly spreading the fire and smoke throughout the building.

Exits:

Each exit or exit access should be kept clearly marked with a lighted or fluorescent exit sign. You should familiarize yourself with all exit routes in your residential building.

Fire Alarms:

Fire alarm systems provide a rapid means of notifying all occupants of an emergency. Continued abuse of these systems creates a complacent attitude among the building residents which may result in injury or death when the alarm is ignored in an actual emergency situation. Fire alarm systems such as pull boxes and smoke alarms may not be tampered with or altered for any reason.

Fire Extinguishers:

Multi-purpose ABC fire extinguishers are located throughout all the college buildings and residential halls for use by the occupants on most types of small fires.

When using a fire extinguisher use the P.A.S.S. method:

- P - Pull the pin.
- A - Aim.
- S - Squeeze the trigger.
- S - Sweep the fire.

POTENTIAL HAZARDS

Appliances:

Sun lamps, halogen lamps, hot plates, toaster ovens, electric skillets, rice steamers, woks, indoor or outside grills, space heaters and other high-powered electrical appliances are prohibited in dorm rooms. Items such as irons and hair dryers should be unplugged after use and not stored until they are cool enough to touch. Too many appliances plugged into the same outlet or extension cord may cause an overloading of the circuit resulting in loss of power or possible fire.

Obstacles:

Storage of bicycles, chairs, desks, trunks, etc. in hallways, stairwells, or any place which would interfere with public access or exit areas of the building is strictly prohibited. These items left unattended in such areas are in violation of fire safety codes and will be removed by authorized personnel.

Open Flames:

Open flames, candles, incense, charcoal grills, etc. are not permitted in any residential building.

Flammable Liquids and Gasses:

Gasoline, paint, ether, propane or any other flammable liquids or gasses are not allowed in any residential building for any reason.

Fireworks:

Fireworks, gunpowder or any type of explosives are not allowed in residential buildings per fire code.

Elevators Are Hazardous to Use in Fires:

Elevators should not be used as a means of evacuation during an emergency. In a fire, the elevator shaft could act as a chimney in transmitting heat and smoke from floor to floor. In addition, elevators may malfunction and stop at the floor involved in the fire, opening automatically, and exposing the passengers to heat and smoke.

Decorations:

The use of crepe paper, cloth, corn stalks, and bales of hay or other combustible materials for party decorations is strictly prohibited in residential building

PROHIBITED ITEMS IN COLLEGE RESIDENCES

The following items are prohibited:

- Fireworks and any incendiary devices;
- Guns, paint ball guns, or other dangerous instrumentality;
- Chef, butcher, and carving knives;
- Flammable liquids;
- Dangerous chemicals (mace, etc.);
- Candles/open flame devices;
- Excessive dirt/garbage, etc.
- Animals (fish are permitted);
- Internal combustion engines;
- Game/fish cleaning on campus;
- Draperies/tapestries covering lights;
- Flags or other cloths on ceilings above beds or lofts;
- Extension cords;
- Non-UL-approved appliances;

Electrical appliances that have high surface temperatures or which may create a fire or shock hazard such as:

- Sun lamps;
- Halogen lamps;
- Hot plates;
- Toaster ovens;
- Electric skillets, rice steamers, woks;
- Indoor and outdoor grills;
- Space heaters;

Electrical appliances that have high power needs such as:

- Microwaves exceeding 600 watts;
- Refrigerators exceeding 3.5 cubic feet or exceeding 1.4 amps.

Only two items should be plugged into each outlet. While extension cords are not permitted, a power strip with a circuit breaker is allowed and encouraged for students to use with electrical equipment. Two high-voltage items should not be plugged in to the same outlet.

Please remember that most outlets in the residences are back to back. Be aware of the items that neighbors have plugged into their outlets. All electrical appliances must carry the Underwriters Laboratories, Inc. seal.

Students are urged to be mindful of conserving energy when using electrical appliances and not create a fire hazard by overloading electric circuits.

Fireworks/Incendiary Devices:

The possession or use of fireworks or any incendiary devices is prohibited. Failure of students to comply with this regulation will result in College disciplinary action, up to and including suspension or expulsion from the College.

Fire Safety and Regulations:

- Fire alarms, smoke detectors, fire sprinklers, and fire extinguishers are provided for students' safety and should be activated in cases of suspected or actual fire.
- Activation of this equipment should be reported immediately to Campus Safety.
- All students, visitors, and guests must cooperate with fire alarm evacuation procedures and follow all fire safety regulations.
- Tampering with sprinkler systems and other fire safety equipment, malicious activations of fire alarms or sprinklers through negligence, vandalism, horseplay, or other acts, or engaging in other activities that may endanger the lives of others or threatens or causes damage to College or personal property can result in judicial or legal action.
- Restitution can be levied for damages and expenses as a result of the behavior or activity that leads to the damage of safety equipment.
- Fire safety doors should not be locked, propped open, or blocked.
- Candles and other flame-producing accessories, incense, and live Christmas trees are potential fire hazards and are prohibited in student residences.

Fire Safety Education and Training Programs

All Hall Directors and Resident Advisors receive fire safety and emergency action plan training and are responsible for providing fire safety information to students in residential buildings. Hall Directors and Resident Advisors conduct mandatory residential housing meetings for students during which evacuation procedures and fire safety rules are reviewed with new and returning residents.

Fire System Inspections:

During the summer of 2015 all fire alarm systems, fire extinguishers and sprinkler systems in all Olivet College buildings were inspected and certified by authorized companies contracted by Olivet College and Olivet Fire Department.

As of the spring 2015 all Greek Houses, Residence Halls, and Other Residence Housing on Olivet College property have fire inspections and monthly fire drills during the academic school year.

Buildings included in the fire inspections include: Shipherd Hall, Blair Hall, Dole Hall, Gillette Student Village, Global House, Brewer House, Long Apartments Sigma Beta House, Phi Alpha Pi House, Nu Gamma Xi House, Alpha E House, A Phi K House, and Adelpic House.

In 2015 the Fire Protection Systems were updated as follows:

Summer 2015 the systems were checked in all buildings and any sensors that were going bad were replaced.

Fires on Campus: No fires to report for 2015.

2015 Fire Safety Statistics Report

Building	Monitored Fire Alarm System	Smoke Detectors Hardwired	Smoke Detectors (Battery Only)	Alarm Strobe Lighting	Audible Alarm Horns/Siren	Wet Sprinkler System	Fire Extinguisher	Marked Fire Exits	Fire Drills
Alpha E	No	Yes	Yes	No	No	No	Yes	Yes	Yes
Art Bldg.	No	Yes	No	Yes	Yes	No	Yes	Yes	Yes
Blair Hall	No	Yes	No	Yes	Yes	No	Yes	Yes	Yes
Brewer	No	Yes	No	No	No	No	Yes	Yes	Yes
Church	No	Yes	No	Yes	Yes	No	Yes	Yes	Yes
Conservatory	No	Yes	No	Yes	Yes	No	Yes	Yes	Yes
Cutler	No	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes
Dole Hall	No	Yes	No	Yes	Yes	No	Yes	Yes	Yes
Eta Psi	No	Yes	No	No	No	No	No	Yes	Yes
Gillette	No	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes
Gruen	No	Unoccupied	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ham	No	Occupied	Yes	No	No	No	Yes	Yes	Yes
Hance	No	Yes	No	Yes	Yes	No	Yes	Yes	Yes
Hosford	No	Yes	No	No	Yes	No	Yes	Yes	Yes
Kappa Sig Rental House - Off Campus	No	No	Yes	N/A	N/A	N/A	N/A	N/A	N/A
KC	No	Yes	No	Yes	Yes	50%	Yes	Yes	Yes
Library	No	Yes	No	Yes	Yes	Dry System	Yes	Yes	Yes
Long Apts.	No	No	Yes	No	No	No	Yes	No	Yes
MacKay	No	Yes	No	No	Yes	No	Yes	Yes	Yes
Mott	No	Yes	No	No	Yes	5%	Yes	Yes	Yes
Nu Gamma	No	Yes	No	No	No	No	Yes	Yes	Yes
Oaks Theatre	No	Yes	No	Yes	No	Yes	Yes	Yes	Yes
Phi Alph	No	Yes	No	No	No	No	Yes	Yes	Yes
Phys. Plant	No	No	No	No	No	No	No	Yes	Yes
Shipherd Hall	No	Yes	No	Yes	Yes	No	Yes	Yes	Yes
Sigma	No	Yes	No	No	No	No	Yes	Yes	Yes
Soronian	No	Yes	No	No	No	No	Yes	Yes	Yes
Upton	No	Yes	No	Yes	Yes	No	Yes	Yes	Yes

Appendix A

I. Rape Trauma Syndrome

Rape Trauma Syndrome is a stress reaction, resulting from either a completed or attempted sexual assault. Not all the reactions encompassed by RTS are experienced by each survivor; rather, RTS represents a range of possible reactions. RTS reactions vary from person to person. RTS has two major phases: the immediate or acute phase, in which the survivor's lifestyle is completely disrupted, and the long-term phase, in which the survivor must reorganize this disrupted lifestyle.

Characteristics of the first phase include anger, confusion, shock, disbelief, fear, shame, guilt, lack of self-esteem, and flashbacks to the incident. The long-term phase may be characterized by difficulty in concentrating, sleeping and eating pattern disturbances, inability to trust, anxiety and mood swings, and continued flashbacks.

II. How to Help a Friend who has been sexually assaulted

- Listen and Believe.
- Reinforce that the assault was not her/his fault.
- Validate her/his experience.
- Be supportive and try to remain calm.
- Allow the survivor to offer or not offer details of the assault. Don't pry.
- Understand that she/he might not want to be touched.
- Don't gossip. Keep all information confidential.

III. Important Features of the Michigan Criminal Sexual Conduct Law

See Appendix B to read the law in its entirety

- The victim does not need to prove that he/she physically resisted during the assault. Sexual assault is defined by the actions of the abuser.
- During a trial the victim's sexual history cannot be brought into the case.
- It is against the law to have sexual contact with someone who is incapacitated (drunk, drugged, unconscious, or asleep) because they cannot give consent.

Appendix B

THE MICHIGAN PENAL CODE (EXCERPT)

Act 328 of 1931

CRIMINAL SEXUAL CONDUCT

750.520b Criminal sexual conduct in the first degree; felony; consecutive terms.

Sec. 520b.

(1) A person is guilty of criminal sexual conduct in the first degree if he or she engages in sexual penetration with another person and if any of the following circumstances exists:

(a) That other person is under 13 years of age.

(b) That other person is at least 13 but less than 16 years of age and any of the following:

(i) The actor is a member of the same household as the victim.

(ii) The actor is related to the victim by blood or affinity to the fourth degree.

(iii) The actor is in a position of authority over the victim and used this authority to coerce the victim to submit.

(iv) The actor is a teacher, substitute teacher, or administrator of the public school, nonpublic school, school district, or intermediate school district in which that other person is enrolled.

(v) The actor is an employee or a contractual service provider of the public school, nonpublic school, school district, or intermediate school district in which that other person is enrolled, or is a volunteer who is not a student in any public school or nonpublic school, or is an employee of this state or of a local unit of government of this state or of the United States assigned to provide any service to that public school, nonpublic school, school district, or intermediate school district, and the actor uses his or her employee, contractual, or volunteer status to gain access to, or to establish a relationship with, that other person.

(c) Sexual penetration occurs under circumstances involving the commission of any other felony.

(d) The actor is aided or abetted by 1 or more other persons and either of the following circumstances exists:

(i) The actor knows or has reason to know that the victim is mentally incapable, mentally incapacitated, or physically helpless.

(ii) The actor uses force or coercion to accomplish the sexual penetration. Force or coercion includes, but is not limited to, any of the circumstances listed in subdivision (f).

(e) The actor is armed with a weapon or any article used or fashioned in a manner to lead the victim to reasonably believe it to be a weapon.

(f) The actor causes personal injury to the victim and force or coercion is used to accomplish sexual penetration. Force or coercion includes, but is not limited to, any of the following circumstances:

(i) When the actor overcomes the victim through the actual application of physical force or physical violence.

(ii) When the actor coerces the victim to submit by threatening to use force or violence on the victim, and the victim believes that the actor has the present ability to execute these threats.

(iii) When the actor coerces the victim to submit by threatening to retaliate in the future against the victim, or any other person, and the victim believes that the actor has the ability to execute this threat. As used in this subdivision, “to retaliate” includes threats of physical punishment, kidnapping, or extortion.

(iv) When the actor engages in the medical treatment or examination of the victim in a manner or for purposes that are medically recognized as unethical or unacceptable.

(v) When the actor, through concealment or by the element of surprise, is able to overcome the victim.

(g) The actor causes personal injury to the victim, and the actor knows or has reason to know that the victim is mentally incapable, mentally incapacitated, or physically helpless.

(h) That other person is mentally incapable, mentally disabled, mentally incapacitated, or physically helpless, and any of the following:

(i) The actor is related to the victim by blood or affinity to the fourth degree.

(ii) The actor is in a position of authority over the victim and used this authority to coerce the victim to submit.

(2) Criminal sexual conduct in the first degree is a felony punishable as follows:

(a) Except as provided in subdivisions (b) and (c), by imprisonment for life or for any term of years.

(b) For a violation that is committed by an individual 17 years of age or older against an individual less than 13 years of age by imprisonment for life or any term of years, but not less than 25 years.

(c) For a violation that is committed by an individual 17 years of age or older against an individual less than 13 years of age, by imprisonment for life without the possibility of parole if the person was previously convicted of a violation of this section or section 520c, 520d, 520e, or 520g committed against an individual less than 13 years of age or a violation of law of the United States, another state or political subdivision substantially

corresponding to a violation of this section or section 520c, 520d, 520e, or 520g committed against an individual less than 13 years of age.

(d) In addition to any other penalty imposed under subdivision (a) or

(b), the court shall sentence the defendant to lifetime electronic monitoring under section 520n.

(3) The court may order a term of imprisonment imposed under this section to be served consecutively to any term of imprisonment imposed for any other criminal offense arising from the same transaction.

750.520c Criminal sexual conduct in the second degree; felony.

Sec. 520c.

(1) A person is guilty of criminal sexual conduct in the second degree if the person engages in sexual contact with another person and if any of the following circumstances exists:

(a) That other person is under 13 years of age.

(b) That other person is at least 13 but less than 16 years of age and any of the following:

(i) The actor is a member of the same household as the victim.

(ii) The actor is related by blood or affinity to the fourth degree to the victim.

(iii) The actor is in a position of authority over the victim and the actor used this authority to coerce the victim to submit.

(iv) The actor is a teacher, substitute teacher, or administrator of the public school, nonpublic school, school district, or intermediate school district in which that other person is enrolled.

(v) The actor is an employee or a contractual service provider of the public school, nonpublic school, school district, or intermediate school district in which that other person is enrolled, or is a volunteer who is not a student in any public school or nonpublic school, or is an employee of this state or of a local unit of government of this state or of the United States assigned to provide any service to that public school, nonpublic school, school district, or intermediate school district, and the actor uses his or her employee, contractual, or volunteer status to gain access to, or to establish a relationship with, that other person.

(c) Sexual contact occurs under circumstances involving the commission of any other felony.

(d) The actor is aided or abetted by 1 or more other persons and either of the following circumstances exists:

(i) The actor knows or has reason to know that the victim is mentally incapable, mentally incapacitated, or physically helpless.

(ii) The actor uses force or coercion to accomplish the sexual contact.

Force or coercion includes, but is not limited to, any of the circumstances listed in section 520b (1) (f).

(e) The actor is armed with a weapon, or any article used or fashioned in a manner to lead a person to reasonably believe it to be a weapon.

(f) The actor causes personal injury to the victim and force or coercion is used to accomplish the sexual contact. Force or coercion includes, but is not limited to, any of the circumstances listed in section 520b (1) (f).

(g) The actor causes personal injury to the victim and the actor knows or has reason to know that the victim is mentally incapable, mentally incapacitated, or physically helpless.

(h) That other person is mentally incapable, mentally disabled, mentally incapacitated, or physically helpless, and any of the following:

(i) The actor is related to the victim by blood or affinity to the fourth degree.

(ii) The actor is in a position of authority over the victim and used this authority to coerce the victim to submit.

(i) That other person is under the jurisdiction of the department of corrections and the actor is an employee or a contractual employee of, or a volunteer with, the department of corrections who knows that the other person is under the jurisdiction of the department of corrections.

(j) That other person is under the jurisdiction of the department of corrections and the actor is an employee or a contractual employee of, or a volunteer with, a private vendor that operates a youth correctional facility under section 20g of the corrections code of 1953, 1953 PA

232, MCL 791.220g, who knows that the other person is under the jurisdiction of the department of corrections.

(k) That other person is a prisoner or probationer under the jurisdiction of a county for purposes of imprisonment or a work program or other probationary program and the actor is an employee or a contractual employee of or a volunteer with the county or the department of corrections who knows that the other person is under the county's jurisdiction.

(l) The actor knows or has reason to know that a court has detained the victim in a facility while the victim is awaiting a trial or hearing, or committed the victim to a facility as a result of the victim having been found responsible for committing an act that would be a crime if committed by an adult, and the actor is an employee or contractual employee of, or a volunteer with, the facility in which the victim is detained or to which the victim was committed.

(2) Criminal sexual conduct in the second degree is a felony punishable as follows:

(a) By imprisonment for not more than 15 years.

(b) In addition to the penalty specified in subdivision (a), the court shall sentence the defendant to lifetime electronic monitoring under section

520n if the violation involved sexual contact committed by an individual 17 years of age or older against an individual less than 13 years of age.

750.520d Criminal sexual conduct in the third degree; felony.

Sec. 520d.

(1) A person is guilty of criminal sexual conduct in the third degree if the person engages in sexual penetration with another person and if any of the following circumstances exist:

(a) That other person is at least 13 years of age and under 16 years of age.

(b) Force or coercion is used to accomplish the sexual penetration. Force or coercion includes but is not limited to any of the circumstances listed in section 520b(1)(f)(i) to (v).

(c) The actor knows or has reason to know that the victim is mentally incapable, mentally incapacitated, or physically helpless.

(d) That other person is related to the actor by blood or affinity to the third degree and the sexual penetration occurs under circumstances not otherwise prohibited by this chapter. It is an affirmative defense to a prosecution under this subdivision that the other person was in a position of authority over the defendant and used this authority to coerce the defendant to violate this subdivision. The defendant has the burden of proving this defense by a preponderance of the evidence. This subdivision does not apply if both persons are lawfully married to each other at the time of the alleged violation.

(e) That other person is at least 16 years of age but less than 18 years of age and a student at a public school or nonpublic school, and either of the following applies:

(i) The actor is a teacher, substitute teacher, or administrator of that public school, nonpublic school, school district, or intermediate school district. This subparagraph does not apply if the other person is emancipated or if both persons are lawfully married to each other at the time of the alleged violation.

(ii) The actor is an employee or a contractual service provider of the public school, nonpublic school, school district, or intermediate school district in which that other person is enrolled, or is a volunteer who is not a student in any public school or nonpublic school, or is an employee of this state or of a local unit of government of this state or of the United States assigned to provide any service to that public school, nonpublic school, school district, or intermediate school district, and the actor uses his or her employee, contractual, or volunteer status to gain access to, or to establish a relationship with, that other person.

(f) That other person is at least 16 years old but less than 26 years of age and is receiving special education services, and either of the following applies:

(i) The actor is a teacher, substitute teacher, administrator, employee, or contractual service provider of the public school, nonpublic school, school district, or intermediate school district from which that other person receives the special education services. This subparagraph does not apply if both persons are lawfully married to each other at the time of the alleged violation.

(ii) The actor is a volunteer who is not a student in any public school or nonpublic school, or is an employee of this state or of a local unit of government of this state or of the United States assigned to provide any service to that public school, nonpublic school, school district, or intermediate school district, and the actor uses his or her employee, contractual, or volunteer status to gain access to, or to establish a relationship with, that other person.

(2) Criminal sexual conduct in the third degree is a felony punishable by imprisonment for not more than 15 years.

750.520e Criminal sexual conduct in the fourth degree; misdemeanor. Sec. 520e.

(1) A person is guilty of criminal sexual conduct in the fourth degree if he or she engages in sexual contact with another person and if any of the following circumstances exist:

(a) That other person is at least 13 years of age but less than 16 years of age, and the actor is 5 or more years older than that other person.

(b) Force or coercion is used to accomplish the sexual contact. Force or coercion includes, but is not limited to, any of the following circumstances:

(i) When the actor overcomes the victim through the actual application of physical force or physical violence.

(ii) When the actor coerces the victim to submit by threatening to use force or violence on the victim, and the victim believes that the actor has the present ability to execute that threat.

(iii) When the actor coerces the victim to submit by threatening to retaliate in the future against the victim, or any other person, and the victim believes that the actor has the ability to execute that threat. As used in this subparagraph, “to retaliate” includes threats of physical punishment, kidnapping, or extortion.

(iv) When the actor engages in the medical treatment or examination of the victim in a manner or for purposes which are medically recognized as unethical or unacceptable.

(v) When the actor achieves the sexual contact through concealment or by the element of surprise.

(c) The actor knows or has reason to know that the victim is mentally incapable, mentally incapacitated, or physically helpless.

(d) That other person is related to the actor by blood or affinity to the third degree and the sexual contact occurs under circumstances not otherwise prohibited by this chapter. It is an affirmative defense to a prosecution under this subdivision that the other person was in a position of authority over the defendant and used this authority to coerce the defendant to violate this subdivision. The defendant has the burden of proving this defense by a preponderance of the evidence. This subdivision does not apply if both persons are lawfully married to each other at the time of the alleged violation.

(e) The actor is a mental health professional and the sexual contact occurs during or within 2 years after the period in which the victim is his or her client or patient and not his or her spouse. The consent of the victim is not a defense to a prosecution under this subdivision. A prosecution under this subsection shall not be used as evidence that the victim is mentally incompetent.

(f) That other person is at least 16 years of age but less than 18 years of age and a student at a public school or nonpublic school, and either of the following applies:

(i) The actor is a teacher, substitute teacher, or administrator of that public school, nonpublic school, school district, or intermediate school district. This subparagraph does not apply if the other person is emancipated or if both persons are lawfully married to each other at the time of the alleged violation.

(ii) The actor is an employee or a contractual service provider of the public school, nonpublic school, school district, or intermediate school district in which that other person is enrolled, or is a volunteer who is not a student in any public school or nonpublic school, or is an employee of this state or of a local unit of government of this state or of the United States assigned to provide any service to that public school, nonpublic school, school district, or intermediate school district, and the actor uses his or her employee, contractual, or volunteer status to gain access to, or to establish a relationship with, that other person.

(g) That other person is at least 16 years old but less than 26 years of age and is receiving special education services, and either of the following applies:

(i) The actor is a teacher, substitute teacher, administrator, employee, or contractual service provider of the public school, nonpublic school, school district, or intermediate school district from which that other person receives the special education services. This subparagraph does not apply if both persons are lawfully married to each other at the time of the alleged violation.

(ii) The actor is a volunteer who is not a student in any public school or nonpublic school, or is an employee of this state or of a local unit of government of this state or of the United States assigned to provide any service to that public school, nonpublic school, school district, or intermediate school district, and the actor uses his or her employee, contractual, or volunteer status to gain access to, or to establish a relationship with, that other person.

(2) Criminal sexual conduct in the fourth degree is a misdemeanor punishable by imprisonment for not more than 2 years or a fine of not more than \$500.00, or both.

