



PAYNE THEOLOGICAL SEMINARY

Campus Safety and Security Report 2018

This report is provided annually in compliance with the “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.”

Our Goal

Payne Theological Seminary seeks to create a safe environment for its students, employees and guests in which as persons are safe from physical harm and property is secure in a manner that is consistent with local, state, and federal laws and seminary regulations.

Campus Security Authorities, Prevention, and Timely Warnings

The Executive Assistant to the President is the primary official in charge of public safety. In addition, the Academic Dean serves as a secondary official.

As a small seminary, Payne does not maintain its own campus security department. At this time, the seminary does not have a written Memoranda of Understanding (MOU) with local and state agencies for the investigation of alleged criminal offenses. It is the policy of the seminary to cooperate with local law authorities. Currently, Payne is under the jurisdiction of the Greene County Sheriff’s Department.

The seminary makes every effort to provide a safe and secure environment. This includes but is not limited to lighted pathways, secured building with key logs, clean and clear properties, individual keys for residents in campus buildings. Payne has no off-campus housing facilities, nor does it recognize any off-campus locations for student organizations.

As a small seminary with a limited residential student population, the seminary does not regularly facilitate programs related to crime prevention. However, when employee training occurs, particularly in areas related to harassment, residential students are invited to participate.

Payne has programs and procedures to inform new students and employees about campus security procedures and practices and current students and employees about changes to security procedures and practices. The seminary also encourages students and employees to be responsible for their own security and the security of others. These make take place in email or in the Monday Morning Motivational meeting, as well as staff and/or community meetings. Such programs and notifications are done a minimum of annually or as needed based on circumstance.

Any incidents of crime on the seminary campus should be reported to the Executive Assistant to the President and/or the Academic Dean. Should the Executive Assistant or Academic Dean not be available, individuals may notify any member of the Cabinet. In the event that a crime is reported, the seminary will determine if the crime constitutes an ongoing threat to the campus. If a threat is determined, a timely warning will be issued to the campus community. One or more of the following methods will be used: emails to students, faculty and staff; text messages to students; Group Me notifications to faculty, staff and student workers; building-wide PA announcement; or posting on the website.

Crime, Statistics, and Disclosure

In cooperation and compliance with the Clery Act, Payne publishes public crime statistics for the three previous years. These statistics include the occurrence of specific types of crime that take place on or near campus and can be viewed at the end of this report. It should be noted that an attempted crime is counted as an actual crime. A crime log and fire log are kept in the president's office. The registrar, as the official who reports the appropriate statistics for the seminary's annual crime reports, will be provided a report of the incident.

The seminary will, upon written request, disclose to the alleged victim of any crime of violence (as defined by section 16 of title 18, United States Code), or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted against a student who is the alleged perpetrator of the crime. If the alleged victim is deceased as a result of the crime, the next of kin of the victim will be made these rights.

In instances of sexual offenses, the seminary will protect the confidentiality of the victim, including the exclusion of any identifying information about the victim in any publicly available documents to the extent permissible by law.

Reporting Criminal Offenses

Individuals who are a victim of or a witness to a criminal offense on or near Payne's campus are encouraged to promptly contact the Greene County Sheriff's Department by dialing 911 and/or notifying the Executive Assistant to the President or Academic Dean at 937.376.2946 x209. This includes instances when the victim of a crime elects to, or is unable to make such a report. In the event that the Executive Assistant or Academic Dean are not available, individuals may notify any member of Cabinet.

Policy on Drugs and Alcohol

The following expectations of employees and students are intended to protect the health, safety and well-being of all individuals associated with the Seminary:

- the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance or alcohol is prohibited on campus or at Seminary activities off-campus;
- the use of a controlled substance shall be permitted if use of the particular drug is permitted by law and has been authorized as a use for medicinal purposes; and

- the Seminary prohibits the use of alcohol at all Seminary-sponsored student events, and on campus grounds, defined as Seminary-owned property and facilities, and including Seminary-owned student housing. The Seminary does not seek to regulate the personal use of alcohol off campus by faculty, students, and staff of legal drinking age.

Violations of the alcohol policy may result in judicial action by the Seminary and/or criminal prosecution.

Payne does not employ professional counselors, however, the seminary will provide referral services to off-campus rehabilitation program or to long-term individual therapy if needed.

Weapon Policy

As a safety precaution, no member of the Payne Theological Seminary campus community is permitted to carry on his/her person, in a briefcase or handbag or any other container or in any other way have possession of any weapon (i.e. firearm, explosive, or any other instrument capable of doing serious bodily harm) on the premises of the Seminary. Any faculty, staff or student found in violation of this policy will be subject to disciplinary action, including dismissal of the faculty, staff or student and/or criminal charges.

Missing Student Policy

This policy applies only students and/or their family members that reside in campus housing. Residents are required to complete an emergency contact form with the seminary designated the names and contact information of individuals the seminary should contact should it be determined a resident is missing. Upon being made aware of a potential missing resident, the seminary will investigate, make a determination, contact local authorities if necessary, and notify the identified individuals within 24 hours.

Dating Violence, Domestic Violence, Sexual Assault and Stalking

Payne Theological Seminary does not tolerate any instance of dating violence, domestic violence, stalking, or sexual misconduct, including but not limited to rape, forcible or non-forcible sexual offenses, and harassment.

The definitions, as defined for the purposes of the Clery Act are as follows:

- Dating Violence
 - Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of the interaction between the persons involved in the relationship
- Domestic Violence
 - A felony or misdemeanor crime of violence committed
 - By a current or former spouse or intimate partner 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 or intimate partner
 - By a person similarly situated to a spouse of the victim under the domestic or family violence laws of jurisdiction in which the crime of violence occurred
 - 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 of the jurisdiction in which the crime of violence occurred
- Stalking
 - Engaging in a course of conduct directed at a specific person that would cause a reasonable person to
 - Fear for the person's safety or the safety of others; or
 - Suffer substantial emotional distress
- Sexual Assault
 - An offense that meets the definition of rape, fondling, incest, or statutory rapes as used in the FBI's UCR program and included in Appendix A of 34 CFR Part 668

Reporting Dating Violence, Domestic Violence, and Stalking

All instances of these crimes should be reported to the Executive Assistant to the President, Dean or Cabinet member. Payne will provide the victim with information on how to bring formal charges against the offender. However, victims should be aware that reporting the incident to Payne officials does not mean that they are required to make an official police report.

Reporting Sexual Assault

In the event of a sexual assault Payne strongly encourages victims to report the incident and preserve and physical evidence related to the assault. It is also recommended that the victim receive medical treatment as soon as reasonably possible. The victim is encouraged to report the incident to the Executive Assistant to the President, Academic Dean and/or Cabinet member. Payne will provide specific information on how to bring formal charges against the offender. Again, victims are reminded that reporting the incident to Payne officials does not mean that they are required to make an official police report.

Rights of the Victim and the Accused

Upon notification of an incident, Payne will make a determination as to the investigative process. Both the victim and the accused have a right to a prompt, fair and impartial investigation and resolution. An investigative committee will be determined by the Cabinet, with appropriate representation according to the victim's relationship with the seminary – student or employee.

Both the victim and the accused are entitled the same opportunity to have others present during any internal proceedings. Both will be simultaneously notified in writing of the outcome of any proceeding, which may result in criminal charges, suspension, expulsion and/or termination of employment.

Payne will provide the victim information with his/her rights and options, including referrals to community support services. As Payne does not employ professional or pastoral services, the seminary will also provide references accordingly upon request and encourages victims to take advantage of such resources. In addition, Payne may change the student’s living or academic situations if requested and reasonably available.

Victims may also seek orders of protection, no contact order, and restraining orders. Any victim who obtains such a court order should notify the Executive Assistant to the President, Academic Dean or Cabinet and provide a copy of the order to enable the seminary to enforce the order on campus.

Registered Sex Offenders

Information on registered sex offenders, including the option to search within the county, are available on the Ohio Attorney General’s website, http://sheriffalerts.com/cap_main.php?office=55149.

Bystander Intervention and Risk Reduction

Payne encourages all to be engaged community members. This includes intervening when possible to disrupt may be a potentially harmful situation. Bystander intervention is defined for the purposes of the Clery Act as safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, stalking or sexual assault.

Bystander intervention includes

- Recognizing situations of potential harm
- Understanding institutional structures and cultural conditions that facilitate violence
- Overcoming barriers to intervening
- Identifying safe and effective intervention options
- Taking action to intervene

Payne also encourages its community to take steps toward reducing the risk. This includes being aware of your surroundings, letting others know where you are if outside of normal hours, trusting your instincts, understanding what resources are available in the event you feel unsafe or need assistance, among other things.

Statistics

Offense	2018	2017	2016
Murder/non-negligent manslaughter	0	0	0
Manslaughter by negligence	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory rape	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0

Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0
Hate Crimes	0	0	0
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0
Weapons: carrying, possession, etc.	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0
Fire	0	0	0

Statistics reported for on-campus property, on-campus housing, non-campus and public property in the immediate vicinity

Fire Safety

Smoke detectors, fire extinguishers, and/or sprinkler systems are installed in all campus facilities.

In the event of a fire, an announcement will be made with instructions as to the location of the fire and any impact of exit strategies. All persons within the building are to evacuate to the main parking lot between the Administration Building and Payne Village. All persons will be accounted for at that time. A list will be created with the names of any persons unaccounted for and will be provided to the Fire Department upon arrival.

To report a fire, residents, students, employees, and/or guests should contact the Xenia Township Fire Department or any staff member.

Payne Theological Seminary is under the jurisdiction of the Xenia Township Fire Department. The department also conducts inspections of the campus and works with Payne to ensure that the campus is up to code.

Emergency Response and Evacuation Procedures

The health and safety of all of Payne’s constituents is of paramount concern. Therefore, the seminary has instituted the following policies and procedures.

Any staff, student, faculty member, or guest who observes an emergency or potentially dangerous situation on the seminary campus, once out of harm’s way, should report the incident to the Executive Assistant to the President and/or the Academic Dean. Should the Executive Assistant or Academic Dean not be available, individuals may notify any member of the Cabinet. The Executive Assistant to the President or representative will determine if the threat warrants notification to others, including calling local emergency responders if necessary.

If the threat warrants notification, the entire campus community will be alerted via PA system and Group Me for staff and faculty.

Depending on the situation, if an evacuation is required, all persons will be required to evacuate to the main parking lot between the Administration Building and Payne Village. In the event of a tornado or other weather related phenomenon, all persons on site are instructed to seek shelter in the student lounge in the basement of the Administration Building. If time does not permit everyone the ability to get to the Administration Building, persons may also seek shelter in the basement of Mitchell Anderson and/or the archival room of the Bishop Reverdy C. Ransom Library. In any evacuation or shelter situation, all persons will be accounted for, and a list created for any persons who are not present. The list of those unaccounted for will be provided to the first responders as necessary.

In the event of a lockdown, such as an active shooter situation, persons are to enter the closest room or remain in their offices. Lock all doors and shut all windows and wait until you receive further instruction, wither by seminary administration or by emergency personnel.