

2012

Safety, Security and Fire Report



***Research
College of
Nursing***

The Mission of Research College of Nursing

The mission of Research College of Nursing is to educate students as professional nurses who provide safe, quality health care. Through a commitment to excellence in nursing education, this academic community promotes development of the individual as a scholar and leader dedicated to providing service to the greater society.

The Safety and Security Department

Research Medical Center maintains and operates an organized and trained Safety and Security Department. The Department provides a safe, secure and helpful environment for patients, visitors, employees, students and medical staff. All employees and students are personally responsible for their own compliance with policies and procedures relating to security matters, and are to report any unusual incidents or suspicious activity to the Safety and Security Department.

All officers are commissioned as private officers or private detectives through the Kansas City, MO Police Department, Private Officer Commission Unit. The Department cooperates and maintains good working relations with local, state and federal law enforcement agencies and is responsible for notifying these authorities when necessary. All persons from the various law enforcement agencies will be referred to the Safety and Security Department when on campus.

Contacting the Safety and Security Department

In order for the Safety and Security Department to be effective, the ability to contact them quickly and efficiently is of importance. The department can be contacted utilizing the following methods:

1. From any phone you may contact the Safety and Security Department at 276-4411, 24 hours a day.
2. From Research Medical Center phones, dial extension X4411.
3. From the entrance to Research College of Nursing, press the black button. This will connect you directly to the Safety and Security Department.

Reporting Crimes at Research College of Nursing

Should any member of the College Community become a victim of a crime, they need to report this information to one of the following departments or individuals responsible for such reporting on campus:

1. The Safety and Security Department. (Any of its personnel.)
2. Any official of the College who has significant responsibility for student and campus activity, and is required to report crimes as directed by 20 United States Code section 1092 (f) the "Jean Cleary Disclosure of Campus Security Policy and Campus Crime Statistics Act." This includes, but is not limited to: Director of Student Affairs, Resident Director of Student Village, Program Directors, faculty advisors (not acting as professional counselors). Note: An official of an institution who is a pastoral or professional counselor is not considered a campus security official and is not required to report crime statistics. They are encouraged to refer persons they are counseling to report crimes on a voluntary, basis to the responsible authority for inclusion in the annual security report of campus crime statistics.

Communicating Security Information to the Campus Community

To help raise awareness of crime risks among members of the campus community, the Safety and Security

Department makes every effort to communicate crime statistics and information on criminal activity.

These efforts include:

- Compilation of a Daily Crime Log that can be viewed by anyone.
- Current Annual Campus Security Act Reports published on the College Web Page.
- Circulation of the Annual Campus Security Act Report to all current and prospective students and employees.
- Security Notices sent by e-mail to all students and faculty with an internet account when needed.
- Use of an open-door policy with members of the campus community: if anyone wants statistics or related information, the Safety and Security Department office is able to provide it.
- In order to keep the campus community informed about security/crime related issues on an ongoing basis, an institution must alert the campus community to all crimes which are defined as Clery Act Reportable in a “timely” manner. The word timely is not defined by the Clery Act, but has been interpreted at Research College to mean disseminated rapidly and by all means appropriate, given the amount and kind of information available. This means that information may come all at once or it may receive an initial announcement, with updates being provided as information is received.

It is the desire of the College to keep everyone on campus as informed as possible about potential crime risks, ways to prevent being a crime victim and what to do if victimized. In the event of a major crisis, whether crime related, or natural or manmade disaster, notification will be done as quickly as appropriate information can be compiled.

Crime Statistics

Statistics of criminal offenses on campus reported to the Safety and Security Department are maintained. This includes reports of robberies, aggravated assaults, burglaries, sex offenses and motor vehicle thefts; and arrests for liquor law and drug abuse violations, and weapons possession, according to the Campus Security Act of 1990 and subsequent amendments.

Information on sex offenders may be obtained from the appropriate state website.

Missouri :

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

Kansas:

<http://www.accesskansas.org/kbi/ro.shtml>

FBI Uniform Crime Reporting Definitions

Criminal Homicide, Murder, and Non-negligent Manslaughter – One person willfully killing another.

Negligent Manslaughter – The killing of a person through gross negligence.

Robbery – the taking or attempting to take anything of value from the care, custody, or control from a person or a group of people by force, the threat of force/violence, of putting victim in fear.

Aggravated Assault – The attack of one person on another for the purpose of inflicting severe bodily injury. This type of assault is usually accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

Burglary – Entering a structure with intent to commit a felony or threat.

Motor Vehicle Theft – The theft or the attempted theft of a motor vehicle.

Arson – Willful or malicious burning or the attempt to burn, with or without intent to defraud, a dwelling, house, public building, motor vehicle, air craft, or personal property of another.

Sex Offenses

Non-forcible – Incest and statutory rape.

Forcible

Rape – the carnal knowledge of a person, forcible and /or against the person’s will, or not forcibly or against the persons will where the victim is incapable of giving consent due to youth or temporary or permanent mental or physical incapacity.

Forcible Sodomy – oral or anal sexual intercourse with another person, forcibly and/or against that person’s will or not forcibly or against that persons will where the victim is incapable of giving consent due to his/her youth, temporary or permanent mental or physical capacity.

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

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

2010 Statistics

Main Campus	Location			
Total Crimes Reported 2010	On Campus		Public Property	Totals
Offense Type:				
(Includes Attempts)	Res.	Other		
Murder	0	0	0	0
Manslaughter	0	0	0	0
Forcible Sex Offenses	0	3	0	3
Non-Forcible Sex Offenses	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	0	0	0	0
Motor Vehicle Theft	0		0	1
Arson	0	0	0	0

Main Campus	Location			
Total Crimes Reported 2010	On Campus		Public Property	Totals
Offense Type:				
(Includes Attempts)	Res.	Other		
Liquor Law Violations				
Arrest	0	0	0	0
Disciplinary Actions	0	0	0	0
Drug Law Violations				
Arrest	0	0	0	0
Disciplinary Actions	0	0	0	0
Weapons Law Violations				
Arrest	0	0	0	0
Disciplinary Actions	0	0	0	0

2011 Statistics

Main Campus	Location			
Total Crimes Reported 2011	On Campus		Public Property	Totals
Offense Type:				
(Includes Attempts)	Res.	Other		
Murder	0	0	0	0
Manslaughter	0	0	0	0
Forcible Sex Offenses	0	1	0	1
Non-Forcible Sex Offenses	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	0	1	0	1
Motor Vehicle Theft	0	7	0	7
Arson	0	0	0	0

Main Campus	Location			
Total Crimes Reported 2011	On Campus		Public Property	Totals
Offense Type:				
(Includes Attempts)	Res.	Other		
Liquor Law Violations				
Arrest	0	0	0	0
Disciplinary Actions	0	0	0	0
Drug Law Violations				
Arrest	0	0	0	0
Disciplinary Actions	0	0	0	0
Weapons Law Violations				
Arrest	0	3	0	3
Disciplinary Actions	0	0	0	0

2012 Statistics

Main Campus	Location			
Total Crimes Reported 2012	On Campus		Public Property	Totals
Offense Type:				
(Includes Attempts)	Res.	Other		
Murder	0	0	0	0
Manslaughter	0	0	0	0
Forcible Sex Offenses	0	0	0	0
Non-Forcible Sex Offenses	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	0	0	0	0
Motor Vehicle Theft	0	3	0	3
Arson	0	0	0	0

Main Campus	Location			
Total Crimes Reported 2012	On Campus		Public Property	Totals
Offense Type:				
(Includes Attempts)	Res.	Other		
Liquor Law Violations				
Arrest	0	0	0	0
Disciplinary Actions	0	0	0	0
Drug Law Violations				
Arrest	0	0	0	0
Disciplinary Actions	0	0	0	0
Weapons Law Violations				
Arrest	0	3	0	3
Disciplinary Actions	0	0	0	0

Crime Prevention

Crime Prevention is defined as “the anticipation, recognition and appraisal of a crime risk and the initiation of some action to either remove or reduce that risk.” All security efforts at Research College have as their primary objective the implementation of the basics of crime prevention. The ultimate goal of security efforts is the elimination of victimization. Unfortunately there will always be times when crimes are committed and the department must move from proactive status to reactive status and respond rapidly to deal with the results of victimization. The more effective the department is at prevention, the fewer reactive responses will have to be made.

Communicating Crime Prevention to the Campus Community

In order to get the crime prevention message out to the campus community, the following methods are used:

OPERATIONS

1. Patrolling techniques and methods used to limit criminal opportunity by identifying persons who do not belong on College property.
2. Making apprehensions and detaining for police where appropriate for trespassing and other crimes.

EDUCATION

1. Security Orientation is given at new student and new employee orientations and as needed. The orientation includes information on:
 - a. Process for minimizing security risks for students
 - b. Emergency procedures in the event of security incidents
 - c. Process for reporting security incidents
2. Professional development and on-going training opportunities for members of the Safety and Security Department Staff. This enhances their ability to deliver the best protective services possible.
3. Positive contacts between Security personnel and other members of the campus community on a daily basis.
4. Information regarding crime prevention is included in the Guide to Student Life which is disseminated to all students, faculty and staff on an annual basis. Information includes, but is not limited to, the following Security Precautions and Guidelines
 - a. Always lock your doors and windows when you leave.
 - b. Don't leave valuables in your room, classroom or in lounge areas.
 - c. Notify Security and your R.A. of any stranger or unaccompanied guests in the Village or College of Nursing.
 - d. Do not prop open any outside doors to the College or Student Village buildings.
 - e. Report thefts or security threats to Security as soon as they occur.
 - f. Do not leave valuables visible in your car.

Security and Access in Campus Facilities

Safety and Security officers patrol the Research campus including the Medical Center, Student Village, Research College of Nursing, Child Development Center, Psychiatric Center, Medical Building and all parking and grounds belonging to Research Medical Center. These officers are available 24 hours a day,

seven (7) days a week to assist you. If you have a security problem, a stalled vehicle on campus or if you see someone acting suspiciously, it is important that you contact security immediately. You may notice a security patrol car driving around the campus and may observe security officers on the grounds of the Student Village and Research College of Nursing.

Security officers are available for escorts on campus. Students are encouraged to stay in groups on campus as much as possible and to request escorts, especially after dark. Call Security at 276-4411 for an escort.

2525 Building

Research College of Nursing is located at 2525 East Meyer Boulevard, across the street from Research Medical Center. Entry into the building is controlled by card access. Cards are distributed to all new students through the Dean's Administrative Assistant. Cards must be turned in at the time of graduation. Failure to do so will result in your transcripts being held. Guests can access the building by pressing the red button at the entrance and stating their purpose or request for being admitted.

Offices for the President/Dean, Associate Dean for Academic Programs, Student Affairs, Financial Aid, Transfer and Graduate Recruitment, Technology, Student Organizations and Faculty Support Staff are located on the first floor of the College of Nursing. Faculty offices are located on the second floor and provided to accommodate the need for one-on-one interaction with other faculty and students. Offices, a faculty library and small conference rooms are located in the College of Nursing on the second and third floors.

Classrooms

Classrooms are located on B-level of Research Medical Center. Access to the classrooms is controlled by card access.

Student Village

Research College provides housing to students affiliated with education programs sponsored by Research Medical Center. These include the College of Nursing, School of Radiologic Technology and School of Nuclear Medicine Technology. Short term housing is available to students from other institutions who have been assigned to Research Medical Center facilities for a clinical rotation or internship. In addition, if space is available, Rockhurst University non-nursing students who meet criteria set forth by Rockhurst may live in the Student Village. Traditional aged nursing students who are not commuting from home are expected to live on the Rockhurst campus through their sophomore year. Married and single parent students are afforded the same housing privileges and accommodations as all other students. In order to remain in housing, students must be currently registered and attending class or pre-registered for classes for the next term.

The Student Village operates similarly to any apartment/townhouse complex. The security of the Student Village consists of individual key systems on each unit. Occupants are responsible for making sure their units are secure. Exterior lighting is very good and the security staff patrols the parking lots and exterior buildings regularly. A Resident Director (RD) is assigned to the Village. The RD lives on campus and is the official representative of the Director of Student Affairs in her/his absence. Responsibilities include providing residents a resource for addressing problems or concerns during evening and weekend hours, supervision of RAs, facilitating after hours check-ins, enforcement of housing rules and regulations and answering questions from current residents. There will be three to four Resident Assistants (RAs) hired each year. RAs are current students who work for Student Affairs. An RA is assigned to each building in

the Student Village. They are selected for their experience and abilities and offer assistance with needs related to housing. The RA reports any repairs or maintenance that units or buildings might need. Other job responsibilities of the RAs include assisting with check in/out procedures and working in the administrative offices of the College. The RAs are on duty during the academic year except during school holidays, term breaks or vacation periods. Summer RAs are hired to provide continuity of service during the summer.

Alcohol Beverages, Illegal Drugs and Substance Abuse

Student Alcohol Policy

Preface

Research Medical Center recognizes the educational principles of this policy and therefore endorses it as it may apply to students of other education programs sponsored by RMC.

Philosophical Statement

Research College of Nursing is committed to the total development of its students including their full social development as well as their intellectual and professional development consistent with the College's educational mission. Recognizing the full spectrum of social activities students may choose and that the use of alcoholic beverages is a decision many will make, the College, therefore, accepts its obligation to foster an environment which supports the responsible use of alcoholic beverages for those who choose to drink as well as acceptance of those who choose not to drink.

The College is also obligated, however, to uphold the laws and protect the rights of individuals who are threatened by irresponsible drinking on campus or at social events sponsored by the College or organizations officially recognized by the College.

It is the intent of this policy to help create norms governing the consumption of alcoholic beverages that are consistent with personal and professional health. To this end, the following assumptions are made: Individuals who choose to socialize with alcohol will do so responsibly. Those of legal drinking age who choose to drink will do so moderately.

Students respect individual differences and therefore, see drinking as a matter of choice. Choosing not to drink will be considered as socially acceptable as choosing to drink.

Problems associated with the misuse of alcoholic beverages will be recognized as a community as well as an individual responsibility. If problems occur, students, faculty and administration will work together to resolve them. Students will take seriously the growing legal and social concerns (e.g. drinking and driving) in our society about the use of alcohol and act to minimize the liability of the institution, its student organizations and its individual members. This policy is considered a working document with a dual purpose: to serve as the principal reference for determining appropriate action related to alcohol policy violations and to serve as a framework within which educational programs will be developed, information disseminated and appropriate role-modeling facilitated. Furthermore, it is understood that the principles set forth in this policy should serve to guide the behavior of all members of the college community.

Guidelines Applicable to All Students

1. 2525 Building- Because this building houses administrative and faculty offices, alcoholic beverages are prohibited. This restriction includes communal areas, hallways, patios and other public areas. Exceptions may be granted by the Dean for special events.
2. Student Village - Students 21 years of age or older are allowed to drink alcoholic beverages in the privacy of their residence. This privilege does not extend to areas such as patios or balconies visible to the public or communal areas such as sidewalks, parking lots or open grounds surrounding the campus. Exceptions may be granted by the Dean for special events.
3. No student of age may drink alcoholic beverages within the campus confines with any underage student.
4. Large quantities of alcohol and kegs are not allowed on campus.
5. Students are not to purchase alcoholic beverages for and/or deliver them to any underage student on campus.
6. Transportation of alcoholic beverages must follow federal, state and local laws, i.e. no alcoholic beverage containers may be open while in transit to or from a resident's unit. Students are to transport alcoholic beverages in covered packages.

Sobriety Level at College-Sponsored Events

Students who appear to be drinking excessively or to be causing a disturbance because of alcohol use may be refused admission to College events or asked to leave. The student may be subject to proceedings and sanctions outlined in the College standards section of this guide.

Responsible Consumption

Research College of Nursing recognizes the appropriate use of alcohol in moderation in today's society. The responsible consumption of alcohol is accepted as a learning process for students of legal drinking age who choose to drink. Drinking to excess is considered unacceptable conduct for students and may result in the imposition of corrective sanctions.

Regulations for Social Events and Use of Funds

The purpose of any social event sponsored by Research College of Nursing is to facilitate social development of those involved and to promote the acceptance of responsibility by students. Students are expected to accept responsibility for the preparation, presentation and control of student organization events.

The role of the College is threefold:

- 1) To serve as a resource for students
- 2) To support students in the case of problems the sponsoring students cannot handle, and
- 3) To correct situations where inappropriate plans or events are scheduled or taking place.

Regulations Regarding Alcohol at College - Sponsored Events

In this policy the phrase "college - sponsored events" refers to any event planned and presented for students by 1) the College, 2) students or, 3) student organizations.

1. On those occasions when, by administrative permission, alcohol is served at events attended by students, signs reading "21 and over please" will be prominently displayed in close proximity to where the alcohol is served. Appropriate measures should be taken by those who serve to insure that only those who are of legal age are served.
2. Non-alcoholic beverages should be available at any event in an equally attractive variety to the alcoholic beverages and must be displayed as equally prominent as the alcoholic beverages. At all

events where alcohol is to be served, food items should be available in sufficient quantity for the number of persons attending the event.

3. No alcoholic beverages are to be taken off the property or out of the specific area in which the event is taking place by students or their guests.

Use of Student Activity Fee Funds

In view of the fact that a majority of students enrolled at Research College of Nursing are under 21 years of age at some point during their academic years, the College considers it inappropriate for alcohol to be purchased for student events from funds collected as mandatory fees by the College. Such funds (which include all money in the College accounts for the purpose of supporting student activities) may not be used for the purchase of alcoholic beverages.

Impaired Nursing Student Policy

To provide safe, effective patient care, nursing students must be free of chemical impairment from alcohol and drugs. This applies to any academic setting. Research College of Nursing believes that chemical abuse or dependency is a treatable disorder. The College desires early identification, evaluation and treatment to promote positive outcomes for nursing students.

Signs and symptoms of chemical impairment may include, but are not limited to, odor of alcohol, mood swings, patterns of irresponsible behavior, unexplained absences, frequent tardiness, poor documentation, poor physical appearance, pupillary changes, red eyes, unsteady gait, slurred speech, frequent crises, blackouts and erratic performance.

Procedure for Drug/Alcohol Screening of Students

If, in the judgment of the faculty member, a student demonstrates signs and/or symptoms of chemical impairment, the faculty member should suspend the student from participation in the academic activity (i.e. class, lab or clinical) and ask the student to wait in a secure, private area for testing. Testing should be done as soon as possible. The College assumes the cost of the testing by Concentra or its representative under an established agreement. Testing will include a drug screen and a BAT (breath analyzer test). If the student does not cooperate with the required testing, the College will consider the student to be of the same status as if the test results were positive.

If the student is on the RMC campus during regular business hours (M-F 8:00 AM - 4:00 PM), the faculty member will notify the Dean's Administrative Assistant to have the Director of Student Affairs or the Associate Dean escort the student to the Concentra office at 6420 Prospect for testing. The Dean's Administrative Assistant will contact the Concentra office to notify them that a student is coming for testing. If not on the RMC campus, or if outside of regular business hours, the faculty member will contact the After Hours Emergency Drug and Alcohol Testing Services. A representative will come to conduct the BAT on site.

If the screening test results are negative, the student suspension is removed without penalty to the student.

If drug or alcohol test results are positive the student will be required to participate in an evaluation conducted by a licensed healthcare provider and complete an approved treatment program. The student's continued participation in class, clinical and other college activities is contingent on evidence that the student completes an approved treatment program and remains alcohol and drug free. If the

student does not provide evidence of completion of an approved program, he/she will be dismissed from the College. Evidence of participation will require the student's signed release of records so that the treatment personnel may communicate with a College official. The extent of the release may be limited to compliance with and satisfactory progress in the treatment program. The College will make every reasonable effort to help the student make up any class or clinical experience missed due to absence because of action taken to enforce of this policy. However, the regular college and course absence procedures are applicable.

The College may require random drug and alcohol testing for the remainder of the student's enrollment in the College after successful completion of an approved treatment program. A second occurrence of positive drug or alcohol testing will result in the student's immediate dismissal from the College.

An administrative officer of the College appointed by the Dean on a case by case basis will monitor the student's compliance with the rehabilitation program requirements. This monitoring of compliance may include a written contract with the student which specifies the treatment program, its length, the nature of progress reports and other conditions deemed appropriate for successful treatment. Failure to meet the requirements in the contract will result in immediate dismissal from the College. Confidentiality of the student's test results and participation in the treatment program will be maintained by the College.

The cost of the treatment program is the responsibility of the student. Students must select an approved program which meets the commonly accepted standards of the profession of alcohol and drug rehabilitation treatment.

The type and standards of drug and alcohol testing used by the College of Nursing are determined by the testing organization (Concentra) and are outlined in the Research Medical Center Illegal Drug and Alcohol Policy.

If a student is taking prescription medication which may affect his/her behavior he/she should report this to his/her faculty. The College expects students to make every effort to take appropriate action regarding patient care and to avoid confusion about the possible use of alcohol and illegal drugs when the use of prescription medication is required.

Illegal Drugs

Research College of Nursing recognizes that substance abuse has a negative impact on the education/work environment. Policies have been adopted by the college regulating the use of alcohol on campus and prohibiting the "illegal, unauthorized or unprescribed use, possession or distribution of narcotics, drugs and/or chemicals." Sanctions describing action to be taken should a violation occur have been established. These policies are contained in the Student Life section of this guide.

State of Missouri Nursing Practice Act in Regards to Illegal Drugs and Alcohol

Students should further familiarize themselves with the provisions of the State of Missouri Nursing Practice Act, particularly section 335.066, "Denial, revocation or suspension of license, grounds for." Appendix C.

Employees should refer to Research Medical Center policy number 040-020-35, "Illegal Drugs and Alcohol," for applicable standards and procedures pertinent to their employment.

In addition to the above mentioned policies the following information is provided as required by Public Law 101-226, "The Drug Free Schools and Communities Act Amendments of 1989" to the "Higher Education Act of 1965:"

311.320 RSMo. Misrepresentation of age by minor to obtain liquor – use of altered driver’s license, passport or I.D. cards, penalties.

1. Any person of the age of seventeen years and under the age of twenty-one years who shall represent that he has attained the age of twenty-one years for the purpose of purchasing, asking for or in any way receiving any intoxicating liquor, except in cases authorized by law, shall upon conviction be deemed guilty of a misdemeanor. Any person under the age of seventeen years who shall represent that he has attained the age of twenty-one years for the purpose of purchasing, asking for or in any way receiving any intoxicating liquor, except in cases authorized by law, may be considered a delinquent child and may be dealt with in accordance with the provisions of chapter 211, RSMo.
2. In addition to any other penalties established in subsection 1 of this section and established in sections 577.500 to 577.530, RSMo, any person who is less than twenty-one years of age who uses a reproduced, modified or altered chauffeur’s license, motor vehicle operator’s license, identification card issued by any uniformed service of the United States, passport or identification card established in 302.181, RSMo, for the purpose of purchasing, asking for or in any way receiving any intoxicating liquor, shall be guilty of a misdemeanor and shall be subject to a fine of five hundred dollars for each separate offense.

311.325 RSMo. Purchase or possession by minor, a misdemeanor – container need not be opened and contents verified, when – burden of proof on violator to prove not intoxicating liquor.

Any person under the age of twenty-one years, who purchases or attempts to purchase, or has in his possession, any intoxicating liquor as defined in section 311.020 is guilty of a misdemeanor. For purposes of prosecution under this section or any other provision of this chapter involving an alleged illegal sale or transfer of intoxicating liquor to a person under twenty-one, a manufacturer – sealed container describing that there is intoxicating liquor therein need not be opened or the contents therein tested to verify that there is intoxicating liquor in such container. The alleged violator may allege that there was not intoxicating liquor in such container, but the burden of proof of such allegation is on such person, as it shall be presumed that such a sealed container describing that there is intoxicating liquor therein contains intoxicating liquor.

577.010 Driving while intoxicated

1. A person commits the crime of "driving while intoxicated" if he operates a motor vehicle while in an intoxicated or drugged condition.
2. Driving while intoxicated is for the first offense, a class B misdemeanor. No person convicted of or pleading guilty to the offense of driving while intoxicated shall be granted a suspended imposition of sentence for such offense, unless such person shall be placed on probation for a minimum of two years.

577.012 Driving with excessive blood alcohol content

1. A person commits the crime of "driving with excessive blood alcohol content" if he operates a motor vehicle in this state with ten-hundredths of one percent or more by weight of alcohol in his blood.
2. As used in this section, percent by weight of alcohol in the blood shall be based upon grams of alcohol per one hundred milliliters of blood and may be shown by chemical analysis of the person’s blood, breath, saliva or urine. For the purposes of determining the alcoholic content of a person’s

blood under this section, the test shall be conducted in accordance with the provisions of sections 577.020 to 577.041.

3. For the first offense, driving with excessive blood alcohol content is a class C misdemeanor.

577.017 Consumption of alcoholic beverages in moving vehicle, prohibited when – infraction – records, not to appear on

1. No person shall consume any alcoholic beverage while operating a moving motor vehicle upon the highways, as defined in section 301.010, RSMo.
2. Any person found guilty of violating the provisions of this section is guilty of an infraction.
3. Any infraction under this section shall not reflect on any records with the department of revenue.

Health Risks

The abuse of alcohol and/or drugs can lead to serious physical, psychological and/or social problems including but not limited to: addiction, loss of consciousness, hallucinations, memory lapses, impaired physical and/or mental functioning, organ damage, cardiac arrest, respiratory failure, brain hemorrhage, coma or death.

Information for Assistance

Information about assistance available in the greater Kansas City area and at the College is available in the Student Affairs Office. Counseling through the Rockhurst Counseling Center may be provided at no charge for undergraduates. Graduate students may access the Rockhurst Counseling Center for a fee.

Information regarding effects and consequences of alcohol and drug use are also integrated in nursing courses.

Undergraduates may refer to the Rockhurst University Student Handbook for more information and appropriate phone numbers.

College Disciplinary Process

The disciplinary process is initiated by Research College of Nursing or Rockhurst University for alleged violations that occur within their respective jurisdictions.

In most cases where there is sufficient information a student has violated a College standard the student will be given a preliminary hearing by the Director of Student Affairs or his/her delegate. If the student agrees to a decision based on this hearing the matter is ended.

However, where serious sanctions may result due to a serious violation or a pattern of misconduct, the case may be referred by the Director of Student Affairs to an ad hoc disciplinary committee.

Ad hoc Committee Membership

For cases involving undergraduate students, membership on the ad hoc disciplinary committee shall be appointed by the Director of Student Affairs in consultation with the Rockhurst University Associate Vice President of Student Development or his/her delegate. Membership may be drawn from the Research and Rockhurst communities and shall consist of the Director of Student Affairs or his/her delegate as non-voting chairperson, one faculty member, one administrator and one undergraduate student.

For cases involving graduate students, membership on the ad hoc disciplinary committee shall be appointed by the Director of Student Affairs and shall consist of the Director of Student Affairs or his/her delegate as non-voting chairperson, one faculty member, one administrator and one graduate student.

The ad hoc disciplinary committee is generally appointed from the membership of the Student Affairs Committee and the Rockhurst Student Welfare Committee (for undergraduate cases only). In cases where scheduling prohibits or there is potential for conflict of interest membership may not be specifically from these committees. The Director of Student Affairs will review committee membership with the student in advance of the hearing to ensure an unbiased composition of the committee.

Committee Voting

A majority of votes is necessary to impose a sanction. The decision of the committee is final, subject only to the student's option to appeal the decision.

Notification

The student alleged to have violated a College standard will receive written notice of the particular offense, the specific charge(s) and instructions regarding the date, time and location of the hearing. Notice will be mailed to the students' current address on file with the College of Nursing and placed in the student's campus mailbox. In either case the notice will be deemed delivered.

Face to face meetings to resolve misconduct issues are the preferred method. However, meetings may be conducted using speakerphone or other electronic transmission methods for students who are unable to participate in a face to face meeting.

For preliminary hearings students will be given the option to schedule the hearing at their convenience within a week of the dated notification. Committee hearings will be scheduled around the student's academic schedule no less than 24 hours from the date of notification by the chairperson of the committee.

The student will be provided access to and/or copies of any relevant documents prior to any hearing. The student is advised that the hearing may include review of all or part of their official college records.

Hearing Procedures

The student is advised before any hearing that a member of the college faculty, administration or staff may be brought along as an advisor but that the student is expected to present her/his own case. A written record of each hearing shall be maintained by the Student Affairs Office.

The chairperson is responsible for the conduct of the committee hearing, explaining the process and procedures for presenting information and questioning. Participants in a committee hearing include the committee members, the student accused of violation(s), a note taker and persons presenting information for or against the student. The student is present for all presentation of information and questioning. Questioning is the purview of the committee. Repetitious testimony (e.g. character witnesses) may be limited by the chairperson or committee to that which is necessary to establish credible information.

Following the hearing process the committee deliberates in private until it reaches a decision. The student is recalled and informed of the committee's decision and his/her right to appeal. Disciplinary hearings are not legal proceedings and technical rules of evidence do not apply. Every effort is made to ensure a

fair hearing and to this end all participants are expected to provide honest responses to questions put forth.

Appeal Process

A student who wishes to appeal a decision must submit a written "intent to appeal" statement with the Director of Student Affairs within 24 hours of learning the decision. The student will then be permitted up to 72 hours to prepare and present a written appeal. At the student's option, he/she may be present for review of the appeal. The student may be accompanied by the advisor present during the original hearing.

Appeals are heard as follows: in cases heard by the Director of Student Affairs the appeal may go to either an ad hoc disciplinary committee or the President/Dean of the College of Nursing; in cases heard by an ad hoc disciplinary committee in which the sanction is anything but dismissal the appeal is heard by the President/Dean of the College of Nursing; in cases heard by an ad hoc disciplinary committee in which the sanction is dismissal (suspension or expulsion) the appeal goes to the President/Dean of the College of Nursing and President of Rockhurst University for undergraduate students and to the President/Dean of Research College of Nursing for graduate students.

Pending the response to an appeal, the student's status will remain unaltered except in cases where there are concerns for the safety and welfare of the student, patients or other members of the College community or property.

Grounds for Appeal

A decision may be appealed if the student believes at least one of the following:

1. The information was insufficient to warrant the action taken.
2. The decision was arbitrary and capricious.
3. The decision was inconsistent with existing College policy.

The decision following appeal, or the initial hearing if there is no appeal, is the final position of the College. The student will be notified in writing of the final decision within five (5) working days.

Policy Regarding Sex Offenses

Sex offenses committed by any member of the Research community - student, faculty, administrator or staff - against any other member are prohibited. Sex offenses include behaviors ranging from sexual harassment to sexual assault, forcible or not forcible.

Sexual harassment means unwelcome, unsolicited, uninvited, offensive, or undesirable conduct of a sexual nature directed at or affecting another person of the same sex or of the opposite sex.

Sexual assault is divided into two categories:

Forcible sexual assault is any sexual act directed against another person forcibly and/or against that person's will and includes forcible rape, forcible sodomy, sexual assault with an object and forcible fondling.

Non-forcible sexual assault is any sexual act directed against another person non-forcibly or against that person's will where the victim is incapable of giving consent and includes unlawful, non-forcible sexual intercourse, incest and statutory rape.

Depending on the circumstances, acquaintance rape could be in either category.

Faculty members and others in positions of authority should be sensitive to questions of consent that may be raised by such behaviors, and to the conflict of interest inherent in intimate relationships where professional and educational relationships are also involved.

Students who are victims of a sex offense should report the offense to the Director of Student Affairs or a member of the housing staff. Students are also encouraged to report such offenses to the Research Safety and Security Department and the Kansas City police. Students should take into consideration the nature of the offense (severity) when deciding to whom the alleged offense should be reported and the importance of preserving evidence as may be necessary to the proof of criminal sexual assault. Students may wish to request assistance in notifying campus security or local police.

When a student reports a sex offense, the Director of Student Affairs will meet with the complainant to discuss the range of resources and alternatives available to her/him. If the complainant agrees to pursue the complaint the Director of Student Affairs will initiate the following process:

1. The complainant will be asked to sign a written statement of the specific charges, giving the nature of the sex offenses alleged, the name of the accused, and the date and place of the offense. The Director of Student Affairs will then secure permission from the complainant to discuss the alleged offense with the accused and present the option of an informal resolution of the complaint.
2. In the informal procedure, the complainant writes a letter to the accused, giving the details in the above statement. This letter should also state that a copy is being given to the Director of Student Affairs. The Director of Student Affairs prepares written notification of the complaint received, alleged violation(s) of College policy and that an attempt at informal resolution is to be scheduled. The notice and letter are sent to the accused. The Director of Student Affairs will assure both parties of confidentiality throughout the process.
3. Informal resolution may involve either a meeting between the complainant, the accused and the Director of Student Affairs or separate meetings by the Director of Student Affairs with each party. Proposals for resolution are discussed by the Director of Student Affairs with each party, after which the Director of Student Affairs will decide what disciplinary or other action will be taken. If a mutually satisfactory resolution of the complaint is achieved, a letter saying so, signed by both parties, will be secured by the Director of Student Affairs, with a copy to each party.

If both parties do not agree to the informal process, or if the informal process does not lead to mutually satisfactory resolution of the complaint, then the formal process described in the "College Standards and Student Conduct" section of this guide will be followed.

Victims of sex offenses will be assisted to avail themselves of counseling resources. They may also change academic and/or living arrangements precipitated by the offense if they wish to do so and if these changes are reasonably available.

The disciplinary sanctions that may be imposed through either the informal or the formal process are described in this guide.

The policy prohibits retaliation against anyone who brings an accusation of sex offense, or who helps with the investigation or resolution of the alleged offense. Such retaliation is subject to discipline. Also subject to discipline is anyone who brings false allegations of a sex offense.

Emergency Procedures and Evacuation

The Kansas City metropolitan area uses the 911 emergency system. Residents should call 911 for appropriate assistance from the Kansas City Police Department, Fire Department or ambulance services. Calls to 911 should be followed immediately with a call to Research Security at 276-4411.

Campus-wide emergencies can be communicated to students via email, ROCK ALERTS and through the Research Medical Center paging system. All students have received an emergency code wheel badge cards to help identify the emergency code being paged overheard. Research College of Nursing students, faculty and staff also participate in the Medical Center's Emergency Operations Plan. The Disaster plan is tested semiannually either in response to an emergency or in a planned drill.

Fire Safety

The practice of fire prevention is everyone's responsibility. Strict adherence to common sense rules in the use of smoking materials and electrical equipment should reduce opportunity for fire hazards. Combustible materials, e.g. candles, fireworks, spray paint, organic solvents, are forbidden on the premises. Familiarize yourself with the location and usage of extinguishers and the location of exits.

Fire Log

Research College of Nursing has had no fires for the last three years in any of our on-campus facilities. No one received fire related injuries and we have zero deaths related to fires. We have had no property damage caused by fire.

Fire Safety System

The fire safety system in the 2525 building consists of a Fire Warden 100 fire alarm system that is smoke activated. The building has general automatic sprinklers that are heat activated.

The fire safety system in the Student Village consists of 2 fire extinguishers located in the basement of each building. Anytime one is used it should be reported to the Resident Assistant so that it can be refilled. One single use fire extinguisher is located in each unit under the kitchen counter. Residents are responsible for notifying their RA if a fire extinguisher has been discharged. Replacements will be provided. One battery operated (9 volt) smoke detector is located in each apartment and two in each townhouse. Periodic testing should be done by residents to be sure alarm is working properly. A regular beep can be heard when the battery is low. Problems or low batteries should be reported to the RA. RAs will check smoke detectors on a monthly basis.

Fire Drills

Research College of Nursing is not required to conduct regular fire drills.

Research Medical Center is required to have one fire drill per shift per month. They strictly adhere to this policy each month.

Policies related to Fire Safety

Smoking is prohibited on all property including the 2525 Building and the Student Village in compliance with the Smoke-Free Campus Policy of Research Medical Center and Research College of Nursing. In addition, all should abide by the following guidelines:

1. Combustible materials, e.g. candles, fireworks, spray paint, organic solvents, live Christmas trees, etc. are forbidden on the premises.
2. Unplug electrical appliances when not in use. This is particularly relevant for blow dryers, curling irons, and other heat generating devices.
3. Keep counter areas, particularly where heat generating devices are used, clear of flammables and other clutter.
4. Inspect cords regularly on appliances and electronic equipment for fraying. Unplug and do not use if any fraying is detected.
5. Limit the number of electrical devices plugged into each wall outlet. The use of multi outlet adapters is strongly discouraged as these can cause excessive current being drawn through the circuit. Warm or hot electrical cords and/or frequent breakers tripping indicates too many devices are being used on any one circuit. (NOTE: Multiple outlets may be on one circuit breaker.)
6. Check the halogen light bowl periodically for dust, trash and other combustibles. Halogen bulbs generate intense heat and can ignite combustibles if not kept clean and clear.
7. Do not place halogen lights, space heaters or other small appliances that generate lots of heat near combustibles like curtains, bed linens, papers, etc.

Procedures for Evacuation

If you get caught in a fire situation on campus you should follow these general guidelines.

1. **Feel the door handle.** If the door handle is hot, don't open it. Go to a window and call for help. If the handle is not hot, open cautiously. Check for smoke or fire before going out.
2. **Get out of the building before phoning for help.** Don't take time to phone before leaving. Get out and find a phone and report the fire to the Research Medical Center operator (276-4000).
3. **Pull the fire alarm on your way out.**
4. **Don't look for other people or gather up your stuff.** Knock on doors as you leave. Yell "FIRE!" as you leave. Don't hesitate or stray from your path as you leave.
5. **Crawl low to the floor.** Thick smoke can make it impossible to see. Toxic chemicals from smoke can be deadly in minutes.
6. **Close all doors and windows behind you.** You may help keep the fire from spreading. You may protect your possessions from fire and smoke damage.
7. **Do not use elevators to exit.**
8. **If you can't get out, get someone's attention.** Yell and scream. Hang a sheet from the window. Stay low, there is less smoke and poisonous gasses close to the floor.
9. **Do not return to your class, office, townhouse or apartment until Security directs you to do so.**

Fire Safety Education

Information regarding fire safety education can be found in the Guide to Student Life. The following information is included:

1. Protect yourself by knowing where exits are located in the buildings.
2. Take fire alarms seriously. Do not ignore them.
3. Do not wait to see fire or smoke.
4. Do not worry about collecting your belongings.

Reporting a Fire

Students, faculty and staff need to report a fire has occurred to the Safety and Security Department and to the Director of Student Affairs.

Future Improvements in Fire Safety

Although not dictated by law, Research College of Nursing plans to develop a yearly fire drill policy for the 2525 Building.

Questions Regarding this Report

Please direct your questions regarding this report to the Director of Student Affairs. She can be reached at 816-995-2806 or via email at lori.vitale@researchcollege.edu