



SEWARD COUNTY COMMUNITY COLLEGE

2025 ANNUAL SECURITY REPORT & FIRE SAFETY REPORT

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Introduction

This report is provided in compliance with the Jeanne Clery Campus Safety Act. It provides students and employees of Seward County Community College ("College") with information on: the College's security arrangement, policies, and procedures; programs that provide education on such things as drug and alcohol abuse, awareness of various kinds of sex offenses, and the prevention of crime generally; and procedures the College will take to notify the campus community in the event of an emergency. Its purpose is to provide students and employees with information that will help them make informed decisions relating to their own safety and the safety of others.

Policy for Preparing the Annual Report

This report is prepared by the Dr. Amber Jones, Vice President of Career Technical and Title IX Coordinator, in cooperation with local law enforcement authorities and includes information provided by them as well as by the College's campus security authorities and various other elements of the College. Each year an e-mail notification is made to all enrolled students and employees that provides the website link to access this report. Prospective students and employees are also notified of the report's availability. Hard copies of the report may also be obtained at no cost by contacting Seward County Community College 1801 N. Kansas Ave. Liberal, KS 67901 620-624-1951. The College is committed to taking the actions necessary to provide a safe and secure working/learning environment for all students and staff. As a member of the campus community, you can feel safe and comfortable knowing that security procedures are in place that represent best practices in the field and are constantly tested and re-evaluated for their effectiveness.

General Safety and Security Policies

Campus Security Personnel & Relationship with Local Law Enforcement

SCCC does not have a police department or law enforcement officers. The campus is served by Safety & Security Officers, who are non-sworn and do not have arrest powers. Criminal enforcement is handled by the local municipal or county law enforcement agencies.

While the College does not have any written agreements with local law enforcement agencies, it does maintain a close working relationship with local police. Uniform law enforcement officers are hired to work at several athletic events hosted on campus throughout the year. Law enforcement also patrols the campus properties during their own shifts.

Safety and Security Officers will advise every victim of a crime that they have the option to have law enforcement notified for a criminal investigation to be conducted. Safety and Security Officers will also contact emergency services for a victim if a request is given or the victim is unable to make the call. The Safety and Security Department will provide mutual aid to the local police, ambulance, or fire department should the need arise.

Seward County Emergency Communications provides 911 phone emergency services. Emergency services can be reached from any campus phone by dialing 911. These services should only be called during an emergency. During a non-emergency the campus community should call 620-626-0150.

Campus Security Authorities

The College has designated certain officials to serve as campus security authorities. Reports of criminal activity can be made to these officials. They in turn will ensure that the crimes are reported for collection as part of the College's annual report of crime statistics. The campus security authorities to whom the College would prefer that crimes be reported are listed below.

- Campus Safety and Security Officers at 620-417-1180
- Director of Residence Life & Safety at 620-417-2102
- Residence Assistants 620-655-2581
- Associate Vice President of Athletics at 620-417-1550
- Director of Student Life & Leadership at 620-417-1064
- Director of Human Resources at 620-417-1121

Reporting a Crime or Emergency

The College encourages accurate and prompt reporting of all criminal actions, emergencies, or other incidents occurring on campus, on other property owned by the College, or on nearby public property to the appropriate administrator and appropriate police agencies. Such a report is encouraged when the victim of a crime elects to, or is unable to, make such a report.

- All crimes or suspicious activity occurring on or near SCCC property should be reported accurately and immediately to the Campus Safety and Security Department by emailing security@sccc.edu, submitting an [online report](#) or calling 620-417-1180. This line is monitored 24/7. Criminal activity, especially when involving the safety and welfare of a student, should be reported regardless of whether the student is on or off campus property.
- If a crime is in progress or there is some other situation posing imminent danger, local law enforcement can be reached by dialing 911.
- Students, staff, and visitors should also report situations to one of the campus security authorities identified above. Once reported, the individual will also be encouraged to report the situation to the appropriate outside agency. If requested, Safety and Security personnel will assist in making the report to the outside agency.
- Anonymous incident reports can also be made online at [Report Incident/Crime](#).

Confidential Reporting

The College will protect the confidentiality of victims. Only those with a need to know the identity for purposes of investigating the crime, assisting the victim or disciplining the perpetrator will know the victim's identity.

Any victim or witness who wishes to report a crime can do so by submitting an [online report](#), calling 620-417-1180, emailing security@sccc.edu, or visiting with a Safety and Security Officer directly. If you are unsure whether a crime is reportable, err on the side of reporting the matter.

Pursuant to SCCC's non-discrimination policy, when an employee who is not a confidential resource becomes aware of alleged misconduct under that policy (including, but not limited to, dating violence, domestic violence, sexual

assault, and stalking), the employee is responsible for reporting that information, including the status of the parties, if known, to the Title IX Coordinator.

A victim of other types of crimes or witness suspicious behavior who does not want to pursue action within SCCC's disciplinary system or the criminal justice system is nevertheless encouraged to make a confidential report online via [Incident Report](#) form found on the SCCC Campus Safety and Security website. Such a confidential report complies with the victim's wishes, but still helps the College take appropriate steps to ensure the future safety of the victim and others. With such information, the College can keep an accurate record of all incidents involving members of the campus community, determine where a pattern of crime may be developing and alert the community as to any potential danger. These confidential reports are counted and disclosed in the annual crime statistics for the College.

The College encourages its professional counselors, if and when they deem it appropriate, to inform the person they are counseling to report crimes on a voluntary, confidential basis for inclusion in the annual report of crime statistics. The College does not have pastoral counselors.

Security of and Access to Campus Facilities

Access to campus property and facilities is limited to students, employees, and individuals with a legitimate educational, business, or event-related purpose. Individuals without such a purpose may be directed to leave or referred to law enforcement. While SCCC is public property, its use is restricted to activities that support the College's educational mission, athletics, and approved gatherings.

Campus buildings generally follow standard business hours during the academic year (typically between 7:15 AM and 5:00 PM, Monday through Friday). Some facilities may be open later or on weekends for scheduled classes, athletic events, or approved activities. Exact building hours are posted for each facility and maintained by Safety and Security.

When buildings are locked, access is controlled through College-issued identification badges. Employees are granted badge access to exterior doors for their assigned work areas. Students may be granted badge access to residence halls, the Wellness and Aquatics Center, or other approved facilities tied to their enrollment or activities. In limited cases where a badge reader is not installed, a physical key may be issued. Employees and students are expected to use only their assigned access points.

If an employee permits another individual with a legitimate purpose to enter a locked building, the employee must remain with that individual until departure and ensure the building is re-secured. Safety and Security Officers patrol facilities, residence halls, and parking areas regularly. Residence Life staff and Safety and Security personnel also conduct nightly walkthroughs of residence halls.

Students and employees are reminded not to circumvent safety procedures, prop open doors, or loan keys or access cards to others. Department supervisors are responsible for ensuring their assigned areas are secured when not in use.

Security Considerations in the Maintenance of Facilities

The Campus Safety and Security Department works with the Facilities Department to identify maintenance issues on campus that may be safety hazards. Doors and locks in main buildings are checked nightly to ensure they are in good working order. Safety and Security Officers also communicate lighting needs to the Facilities Department. Each employee is also encouraged to submit work requests when something is found to be not functioning properly so that the Facilities Department can address it in a timely manner. Facilities employees will access residence hall rooms to perform their duties and report any crime or policy violation.

Educational Programs Related to Security Awareness and Prevention of Criminal Activity

The College seeks to enhance the security of its campus and the members of the campus community by periodically presenting educational programs to inform students and employees about campus security procedures and practices, to encourage students and employees to be responsible for their own security and the security of others and to inform them about the prevention of crimes. These programs are discussed below.

SCCC offers programs designed to inform students and employees about Campus Safety and Security procedures and regulations. A common theme of all awareness and prevention programs is to encourage students and employees to be responsible for their own safety and for the safety of others. These programs are sponsored by various campus organizations throughout the year and include general crime prevention.

Employees receive SCCC Campus Safety and Security information during new employee on-boarding and during training sessions throughout the year. Additional safety awareness and crime prevention training occurs at the end of each emergency response drills and during RA training throughout the year.

SCCC publishes SCCC Safety Rules and Regulations on the SCCC website. Among other things, it advises students and employees of the importance of reporting criminal activity, to whom crimes should be reported, being responsible for their own safety and the safety of others and practices regarding timely warnings and emergency notifications. This information is sent out at the beginning of each semester to all students and employees.

Crime prevention services and programs are presented throughout the year by various departments on campus including:

- Mandatory training with all full-time faculty and staff on sexual misconduct and reporting responsibilities.
- Training of all residence life staff on sexual misconduct and reporting responsibilities.
- Providing escort for campus community members to and from their vehicles.
- Upkeeping approximately 100 surveillance cameras through campus properties. These cameras may not be constantly monitored. Recorded surveillance is stored on the server(s) for approximately 30 days.
- All classrooms, meeting rooms and offices are equipped with internal phone systems that are capable of external usage. The phones call directly to 911. To dial an outside line, press 9, then the number.
- Safety and Security Department phone number is monitored 24/7.
- All campus properties have radio capability and may be requested through Facilities. Radios can be used to quickly notify others of crime or when in need of assistance.

- Bulletin boards and displays are used to promote awareness and reporting information throughout campus properties.
- Workshops and policy updates provided at professional development days.
- Crime prevention email blasts are periodically sent out to students and employees with crime prevention and other safety tips.

Monitoring Off Campus Locations of Recognized Student Organizations

The College monitors and records, through local police agencies, any criminal activity in which students have engaged at off-campus locations of student organizations officially recognized by the College, including student organizations with off-campus housing facilities.

Disclosure of the Outcome of a Crime of Violence or Non-Forcible Sex Offense

Upon written request, the College will disclose to the alleged victim of a crime of violence (as that term is defined in section 16 of title 18, United States Code), or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by the College against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of the paragraph.

The previous paragraph does not apply to victims of dating violence, domestic violence, sexual assault, or stalking because under the Violence Against Women Act both the accused and accuser in these cases are given the results without the need to make a written request.

Drug and Alcohol Policy

SCCC is committed to creating and maintaining an environment that is free of alcohol abuse. SCCC prohibits the use or possession of alcohol on all campus properties and expects members of the college community to abide by federal, state, and local laws concerning the possession, use, purchase, and distribution of alcohol, and it also enforces the state's underage drinking laws. Local, state, and federal laws prohibit the unlawful manufacture, sale, distribution, dispensing, possession, or use of alcohol or illegal drugs, or the unauthorized use of prescription drugs.

In Kansas, it is illegal for anyone under the age of 21 to purchase or possess alcohol. It is illegal for anyone to present false evidence of age to purchase any alcoholic beverage. It is illegal to sell or give away alcoholic beverages to a person who is, actually or apparently, under 21 or intoxicated. No student shall consume, possess, or provide to a minor any alcoholic beverages, beer, or wine on campus, in college owned vehicles, in student housing, at any college sponsored event, either on or off campus. This includes off campus trips, internship experiences, or any off campus SCCC sponsored gatherings.

Violators found on campus may be referred to SCCC Administration for disciplinary actions. Violators may also be referred to law enforcement for criminal investigation if their intoxication generates disorder, creates a disturbance, damages property, or presents a danger to themselves and/or others. SCCC expects all students to be respectful of the rights of others in not being bothered by alcohol incidents or other disturbances and to contribute to a peaceful environment conducive to education, athletics, and positive personal growth.

Seward County Community College supports and enforces the Federal Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act amendments of 1989. Pursuant to these Acts, unlawful manufacture,

distribution, dispensation, possession, or use of a controlled dangerous substance (as defined in these Acts) by any employee or students on college property, in college owned vehicles, in student housing, at any college sponsored event, either on or off campus is prohibited. Employees and students who are found in violation of SCCC's policies or federal and state laws regarding illegal drugs will be subject to disciplinary action and possible criminal prosecution, consistent with local, state, and federal law.

Federal Drug Laws (updated 07.18.2025)

Denial of Federal Benefits (21 U.S.C. § 862) A federal drug conviction may result in the loss of federal benefits, including loans, grants, scholarships, contracts, and licenses, although the Department of Education has said it will no longer disqualify students from Title IV aid for a federal or state conviction for possession or sale of a controlled substance.

Forfeiture of Personal Property and Real Estate (21 U.S.C. § 853) Any person convicted of a federal drug offense punishable by more than one year in prison shall forfeit to the United States any personal or real property related to the violation. A warrant of seizure may be issued and property seized at the time an individual is arrested on charges that may result in forfeiture.

Federal Drug Trafficking Penalties (21 U.S.C. § 841) Penalties for federal drug trafficking convictions vary according to the type and quantity of the controlled substance involved in the transaction. Penalties for subsequent convictions are more severe. Federally-defined schedules of controlled substances are published at 21 U.S.C. 812.

In the case of a controlled substance in schedule I or schedule II, GHB (or, "liquid ecstasy"), or flunitrazepam (or, "Rohypnol"), a person shall be sentenced to a term of imprisonment of not more than 20 years. If death or serious bodily injury results from the use of a controlled substance which has been illegally distributed, the person convicted on federal charges of distributing the substance faces the possibility of a life sentence and fines ranging up to \$10 million.

In the case of a controlled substance in schedule III, a person shall be sentenced to a term of imprisonment of not more than 10 years, and if death or serious bodily injury results, shall be sentenced to a term of imprisonment of not more than 15 years or a fine not to exceed \$500,000, or both, for a first offense.

For less than 50 kilograms of marijuana, the term of imprisonment shall not be more than five years, and the fine shall not be more than \$250,000, or both, for a first offense.

In the case of a schedule IV substance, the term of imprisonment shall not be more than five years, and the fine shall not be more than \$250,000, or both, for a first offense.

Persons convicted on federal charges of drug trafficking within 1,000 feet of an elementary school, secondary school, college, or university **(21 U.S.C. § 860)** face penalties of prison terms and fines which are twice as high as the regular penalties for the offense, with a mandatory prison sentence of at least one year, unless the offense involves five grams or less of marijuana.

Federal Drug Possession Penalties (21 U.S.C. § 844) Persons convicted on federal charges of possessing any controlled substance face penalties of up to one year in prison, a mandatory fine of no less than \$1,000, or both. Second convictions are punishable by not less than 15 days but not more than two years in prison and a minimum fine of \$2,500. Subsequent convictions are punishable by not less than 90 days but not more than three years in prison and a minimum fine of \$5,000.

For the most recent and complete Federal Trafficking Penalties information, visit the website of the U.S. Drug Enforcement Administration at www.campusdrugprevention.gov/sites/default/files/2022-07/Federal_Trafficking_Penalties_Chart_6-23-22.pdf.

Drug and Alcohol State Laws

Category	Summary (Kansas Statutes)
Possession of Marijuana	Possession of marijuana is a Class B nonperson misdemeanor in Kansas with the possibility of up to six months incarceration and a fine of up to \$1,000. Kan. Stat. Ann. §§ 21-5706(c)(3)(A), 21-6602, 21-6611. Penalties increase with additional convictions. §§ 21-5706(c)(3)(B)–(C), 21-6602, 21-6611. Distribution or possession with intent to distribute marijuana is a drug severity level 4 felony for quantities of less than 25 grams. § 21-5705. A Level 4 felony can result in up to 51 months imprisonment. § 21-6805. Kansas does not allow the medical use of marijuana.
Controlled Substances	It is illegal in Kansas to be in possession of a controlled substance. § 21-5706(a)–(b). Penalties vary widely based on the offense and the defendant’s criminal history. §§ 21-5705 – 21-5710. Possession of opiates, opium, or certain stimulants (including methamphetamine) is a Level 5 felony for which a defendant faces up to 3.5 years in prison and \$100,000 in fines. §§ 21-5706(c)(1), 21-6611(a)(3). For certain other drugs, the first offense is a Class A nonperson misdemeanor, with up to a year in prison and up to \$2,500 in fines. Prior offenses result in a Level 5 felony. § 21-5706(c)(2)(B). Possession of drug paraphernalia is a Class B nonperson misdemeanor or a Level 5 felony, depending on how the paraphernalia is used. § 21-5709. Distribution of controlled substances is also illegal, with punishments dependent on the substance and the amount. § 21-5705. Possession of larger quantities of controlled substances results in an inference of an intent to distribute. § 21-5705(e).
Alcohol and Minors	No person under the age of 21 shall possess, consume, obtain, purchase or attempt to obtain or purchase alcoholic beverages. § 41-727. A violation, for a person aged 18 to 20, constitutes a Class C misdemeanor with a fine of \$200 to \$500 and imprisonment for up to one month. Id. It may also result in 40 hours of community service and/or completion of an educational training program regarding the results of alcohol and other chemical substances. Id. Second convictions result in a 90-day loss of driving privileges. Id. Third convictions result in a one-year loss of driving privileges. Id. Furnishing alcoholic liquor or cereal malt beverage to a minor is a Class B person misdemeanor, punishable by a fine of \$200 to \$1000 and imprisonment for up to 6 months. § 21-5607(c)(1). It is also illegal for any person under the age of 21 to display or have in possession any fictitious or fraudulently altered identification card for use in the purchase of any alcoholic liquor or cereal malt beverage. § 8-1327(c)(4). A first violation constitutes a Class B nonperson misdemeanor with a sentence of not less than 100 hours of public service, up to 6 months imprisonment, and a fine of not less than \$200 nor more than \$500. § 8-1327(d)(1).

Category	Summary (Kansas Statutes)
Driving Under the Influence (DUI)	It is illegal to operate or attempt to operate a car with a blood alcohol content of 0.08 percent or greater or while under the influence of alcohol or any drug to a degree that renders a person incapable of safely driving a vehicle. § 8-1567(a). A first offense is a Class B nonperson misdemeanor with a minimum imprisonment of 48 consecutive hours up to six months (or 100 hours of public service in the court's discretion) and a fine of \$750–\$1,000. § 8-1567(b)(1)(A). For a second offense, the penalties increase to a Class A nonperson misdemeanor with a term of imprisonment of 90 days to one year and a fine of not less than \$1,250 nor more than \$1,750. § 8-1567(b)(1)(B). It is also unlawful for any person less than 21 years of age to operate or attempt to operate a vehicle with a breath or blood alcohol content of .02 or greater. § 8-1567a(a). For a first offense, the person's driving privileges will be suspended for 30 days and then restricted for an additional 180 days. § 8-1567a(f). It is generally illegal to operate a motor vehicle with an open alcoholic beverage in your possession. § 8-1599. A violation is a misdemeanor punishable by a fine of not more than \$200 or by imprisonment for not more than six months, or both. Id.

Drug and Alcohol Abuse Prevention Program

Standards of Conduct for Students:

Students are required to follow all local, state, and federal laws pertaining to the unlawful manufacture, distribution, dispensation, possession, or use of controlled dangerous substances. The full student alcohol/drug policy can be found here: [416: Student Code of Conduct](#). No student shall consume or possess controlled substances on any college property or at any college-sponsored event or activity on or off-campus. This includes off-campus trips and SCCC sponsored events. No student shall unlawfully manufacture, distribute, dispense, possess, or be under the influence of a controlled substance. Violations of this or any part of the Student Code of Conduct could warrant local, state, or federal sanctions and/or the sanctions spelled out in Student Code of Conduct.

Standards of Conduct for Employees:

Employees at Seward Community College are required to follow all local, state, and federal laws pertaining to the consumption of alcohol or use of controlled substances. The possession, use, or distribution of illicit drugs and alcohol by employees on the property of SCCC or as a part of any of the activities of SCCC is strictly prohibited. The employee alcohol/drug policy can be found here [624: Drug Free Institution of Higher Education Policy](#). Employees who violate this will be subject to disciplinary action consistent with federal, state, or local law, up to and including termination of employment and referral for prosecution.

Health Risks of Alcohol and Drug Abuse

[Alcohol Use Health Effects](#)

[Drug Abuse Health Effects](#)

Intervention and Treatment Resources

- If you suspect that you or someone you know may have a substance abuse problem or are concerned about substance abuse you can talk to the Vice President of Career and Technical Education, Dr. Amber Jones, 620-417-1651. You may also contact one of the following local agencies:
- Club One, 109 E 2nd St., Liberal, KS 67901, 620-624-1151
- City on a Hill – 104 N Washington St., Liberal, KS 67901, 620-624-2246
- Heartland Regional Alcohol & Drug Assessment Center (RADAC) – 401 W 10th St., Liberal, KS 67901, 620-626-3284
- Cimarron Basin Community Corrections / Substance Use Services – 305 N Kansas Ave., Liberal, KS 67901, 620-626-3284
- Alcoholics Hotline (24-hour line), www.alcoholichotline.com, 1-866-800-1369
- National Suicide Prevention Hotline (24-hour line), www.suicidepreventionlifeline.org, 1-800-273-8255

[SCCC's Drug and Alcohol Prevention Plan](#) is outlined to inform, educate, and support students while maintaining a drug and alcohol-free environment.

Weapons Policy

SCCC prohibits firearms, explosives, and other dangerous weapons on campus property, in college-owned vehicles, or at college-sponsored events, except as permitted by Kansas concealed carry law (K.S.A. 75-7c20). Employees and students must comply with all state and federal regulations regarding weapons. The full Weapons Policy is available online [Weapons Policy](#).

Policies, Procedures, and Programs Related to Dating Violence, Domestic Violence, Sexual Assault, and Stalking

Consistent with applicable laws, the College prohibits dating violence, domestic violence, sexual assault, and stalking. The College's policy used to address complaints of this nature, as well as the procedures for filing, investigating and resolving complaints, may be found at:

- Policy on Nondiscrimination:

<http://go.boarddocs.com/ks/sccc/Board.nsf/goto?open&id=BPDVER806D5E>

The following sections of this report discuss the College's educational programs to promote the awareness of dating violence, domestic violence, sexual assault and stalking; provides information concerning procedures students and employees should follow and the services available in the event they do become a victim of one of these offenses, and advises students and employees of the disciplinary procedures that will be followed after an allegation that one of these offenses has occurred.

Prevention and Awareness Programming:

The College conducts a Primary Prevention and Awareness Program (PPAP) for all incoming students and new employees. The PPAP advises campus community members that the College prohibits the offenses of dating violence, domestic violence, sexual assault and stalking. They are also informed of the topics discussed below, including relevant definitions, risk reduction, and bystander intervention.

Crime Definitions

Crime Type (Kansas Statutes Annotated)	Definitions
Dating Violence	The institution has determined, based on good-faith research, that Kansas law does not define the term dating violence.
Domestic Violence	• Domestic Violence (Kan. Stat. Ann. § 21-5111): "Domestic violence" means an act or threatened act of violence against a person with whom the offender is involved or has been involved in a dating relationship, or an act or threatened act of violence against a family or household member by a family or household member. "Domestic violence" also includes any other crime committed against a person or against property, or any municipal ordinance violation against a person or against property, when directed against a person with whom the offender is involved or has been involved in a dating relationship or when directed against a family or household member by a family or household member. • Domestic Battery (Kan. Stat. Ann. § 21-5414(a)): Domestic battery is (1) Knowingly or recklessly causing bodily harm to a person with whom the offender is involved or has been involved in a dating relationship or a family or household member; or (2) knowingly causing physical

Crime Type (Kansas Statutes Annotated)	Definitions
	contact with a person with whom the offender is involved or has been involved in a dating relationship or a family or household member, when done in a rude, insulting or angry manner. - Aggravated Domestic Battery (Kan. Stat. Ann. § 21-5414(b)): Aggravated domestic battery is: (1) Knowingly impeding the normal breathing or circulation of the blood by applying pressure on the throat, neck or chest of a person with whom the offender is involved or has been involved in a dating relationship or a family or household member, when done in a rude, insulting or angry manner; or (2) knowingly impeding the normal breathing or circulation of the blood by blocking the nose or mouth of a person with whom the offender is involved or has been involved in a dating relationship or a family or household member, when done in a rude, insulting or angry manner. For purpose of the above definitions: “Dating relationship” means a social relationship of a romantic nature. In addition to any other factors the court deems relevant, the trier of fact may consider the following when making a determination of whether a relationship exists or existed: Nature of the relationship, length of time the relationship existed, frequency of interaction between the parties and time since termination of the relationship, if applicable. “Family or household member” means persons 18 years of age or older who are spouses, former spouses, parents or stepparents and children or stepchildren, and person who are presently residing together or have resided together in the past, and persons who have a child in common regardless of whether they have been married or have lived together at any time. “Family and household member” also includes a man and woman if the woman is pregnant and the man is the alleged father, regardless of whether they have been married or have lived together at any time.
Stalking (Kan. Stat. Ann. § 21-5427)	Stalking is: (1) Recklessly engaging in a course of conduct targeted at a specific person which would cause a reasonable person in the circumstances of the targeted person to fear for such person's safety, or the safety of a member of such person's immediate family and the targeted person is actually placed in such fear; (2) Engaging in a course of conduct targeted at a specific person with knowledge that the course of conduct will place the targeted person in fear for such person's safety or the safety of a member of such person's immediate family; or (3) After being served with, or otherwise provided notice of any protective order...that prohibits contact with a targeted person, recklessly engaging in at least one act listed [below] that violates the provisions of the order and would cause a reasonable person to fear for such person's safety, or the safety of a member of such person's immediate family and the targeted person is actually placed in such fear; or intentionally engaging in a course of conduct targeted at a specific child under the age of 14 that would cause a reasonable person in the circumstances of the targeted child, or a reasonable

Crime Type (Kansas Statutes Annotated)	Definitions
	person in the circumstances of an immediate family member of such child, to fear for such child's safety. • "Course of conduct" means two or more acts over a period of time, however short, which evidence a continuity of purpose. A course of conduct shall not include constitutionally protected activity nor conduct that was necessary to accomplish a legitimate purpose independent of making contact with the targeted person. A course of conduct shall include, but not be limited to, any of the following acts or a combination thereof: (A) Threatening the safety of the targeted person or a member of such person's immediate family; (B) Following, approaching or confronting the targeted person or a member of such person's immediate family; (C) Appearing in close proximity to, or entering the targeted person's residence, place of employment, school or other place where such person can be found, or the residence, place of employment or school of a member of such person's immediate family; (D) Causing damage to the targeted person's residence or property or that of a member of such person's immediate family; (E) Placing an object on the targeted person's property or the property of a member of such person's immediate family, either directly or through a third person; (F) Causing injury to the targeted person's pet or a pet belonging to a member of such person's immediate family; (G) Utilizing any electronic tracking system or acquiring tracking information to determine the targeted person's location, movement or travel patterns; and (H) Any act of communication. • "Immediate Family" means: (A) father, mother, stepparent, child, stepchild, sibling, spouse or grandparent of the targeted person; (B) any person residing in the household of the targeted person; or (C) any person involved in an intimate relationship with the targeted person.
Sexual Assault	The institution has determined, based on good-faith research, that Kansas law does not define the term sexual assault.
Rape, Fondling, Incest, Statutory Rape	For purposes of the Clery Act, the term "sexual assault" includes the offenses of rape, fondling, incest, and statutory rape. These definitions under Kansas law are as follows: • Rape (Kan. Stat. Ann. § 21-5503): (1) Knowingly engaging in sexual intercourse with a victim who does not consent to the sexual intercourse under any of the following circumstances: (A) When the victim is overcome by force or fear; or (B) when the victim is unconscious or physically powerless; (2) Knowingly engaging in sexual intercourse with a victim when the victim is incapable of giving consent because of mental deficiency or disease, or when the victim is incapable of giving consent because of the effect of any alcoholic liquor, narcotic, drug or other substance, which condition was known by the offender or was reasonably apparent to the offender; (3) sexual intercourse with a child who is under 14 years of age; (4) sexual intercourse with a victim when the victim's consent was obtained through a knowing misrepresentation made by the offender that the sexual intercourse was a medically or therapeutically necessary procedure; or (5) sexual intercourse with a victim when the victim's

Crime Type (Kansas Statutes Annotated)	Definitions
	consent was obtained through a knowing misrepresentation made by the offender that the sexual intercourse was a legally required procedure within the scope of the offender's authority. • Fondling: The institution has determined, based on good-faith research, that Kansas law does not define the term fondling. • Incest (Kan. Stat. Ann. § 21-5604(a)): Incest is marriage to or engaging in otherwise lawful sexual intercourse or sodomy, as defined in K.S.A. 21-5501, and amendments thereto, with a person who is 18 or more years of age and who is known to the offender to be related to the offender as any of the following biological relatives: Parent, child, grandparent of any degree, grandchild of any degree, brother, sister, half-brother, half-sister, uncle, aunt, nephew or niece. • Aggravated Incest (Kan. Stat. Ann. § 21-5604(b)): Aggravated incest is (1) Marriage to a person who is under 18 years of age and who is known to the offender to be related to the offender as any of the following biological, step or adoptive relatives: Child, grandchild of any degree, brother, sister, half-brother, half-sister, uncle, aunt, nephew or niece; or (2) engaging in the following acts with a person who is 16 or more years of age but under 18 years of age and who is known to the offender to be related to the offender as any of the following biological, step or adoptive relatives: Child, grandchild of any degree, brother, sister, half-brother, half-sister, uncle, aunt, nephew or niece: (A) Otherwise lawful sexual intercourse or sodomy as defined by K.S.A. 21-5501, and amendments thereto; or (B) any lewd fondling, as described in subsection (a)(1) of K.S.A. 21-5506, and amendments thereto. • Statutory Rape: The institution has determined, based on good-faith research, that Kansas law does not define the term statutory rape.
Other "sexual assault" crimes	Other crimes under Kansas law that may be classified as a "sexual assault" include the following: • Criminal Sodomy (Kan. Stat. Ann. § 21-5504(a)): Criminal sodomy is: (1) Sodomy between persons who are 16 or more years of age and members of the same sex* [this provision was found unconstitutional as applied by State v. Franco, 319 P.3d 551 (2014) and thus unenforceable with regard to any intercourse between consenting adults of the same sex conducted in private; (2) sodomy between a person and an animal; (3) sodomy with a child who is 14 or more years of age but less than 16 years of age; or (4) causing a child 14 or more years of age but less than 16 years of age to engage in sodomy with any person or animal. • Aggravated Criminal Sodomy (Kan. Stat. Ann. § 21-5504(b)): Aggravated criminal sodomy is: (1) Sodomy with a child who is under 14 years of age; (2) causing a child under 14 years of age to engage in sodomy with any person or an animal; or (3) sodomy with a victim who does not consent to the sodomy or causing a victim, without the victim's consent, to engage in sodomy with any person or an animal under any of the following circumstances: (A) When the victim is overcome by force or fear; (B) when the victim is unconscious or

Crime Type (Kansas Statutes Annotated)	Definitions
	physically powerless; or (C) when the victim is incapable of giving consent because of mental deficiency or disease, or when the victim is incapable of giving consent because of the effect of any alcoholic liquor, narcotic, drug or other substance, which condition was known by, or was reasonably apparent to, the offender. • Sexual Battery (Kan. Stat. Ann. § 21-5505(a)): Sexual battery is the touching of a victim who is 16 or more years of age and who does not consent thereto, with the intent to arouse or satisfy the sexual desires of the offender or another. • Aggravated Sexual Battery (Kan. Stat. Ann. § 21-5505(b)): Aggravated sexual battery is sexual battery, as defined in subsection (a), under any of the following circumstances: (1) When the victim is overcome by force or fear; (2) when the victim is unconscious or physically powerless; or (3) when the victim is incapable of giving consent because of mental deficiency or disease, or when the victim is incapable of giving consent because of the effect of any alcoholic liquor, narcotic, drug or other substance, which condition was known by, or was reasonably apparent to, the offender. • Indecent Liberties with a Child (Kan. Stat. Ann. § 21-5506(a)): Indecent liberties with a child is engaging in any of the following acts with a child who is 14 or more years of age but less than 16 years of age: (1) Any lewd fondling or touching of the person of either the child or the offender, done or submitted to with the intent to arouse or to satisfy the sexual desires of either the child or the offender, or both; or (2) soliciting the child to engage in any lewd fondling or touching of the person of another with the intent to arouse or satisfy the sexual desires of the child, the offender or another. • Aggravated Indecent Liberties with a Child (Kan. Stat. Ann. § 21-5506(b)): Aggravated indecent liberties with a child is: (1) Sexual intercourse with a child who is 14 or more years of age but less than 16 years of age; (2) engaging in any of the following acts with a child who is 14 or more years of age but less than 16 years of age and who does not consent thereto: (A) Any lewd fondling or touching of the person of either the child or the offender, done or submitted to with the intent to arouse or to satisfy the sexual desires of either the child or the offender, or both; or (B) causing the child to engage in any lewd fondling or touching of the person of another with the intent to arouse or satisfy the sexual desires of the child, the offender or another; or (3) engaging in any of the following acts with a child who is under 14 years of age: (A) Any lewd fondling or touching of the person of either the child or the offender, done or submitted to with the intent to arouse or to satisfy the sexual desires of either the child or the offender, or both; or (B) soliciting the child to engage in any lewd fondling or touching of the person of another with the intent to arouse or satisfy the sexual desires of the child, the offender or another. • Unlawful voluntary sexual relations (Kan. Stat. Ann. § 21-5507): Unlawful voluntary sexual relations is: ○ (1) Engaging in any of the following acts with a child who is 14 or more years of age but less than 16 years of age: ▪ (A) Voluntary sexual intercourse; ▪ (B) voluntary sodomy; or

Crime Type (Kansas Statutes Annotated)	Definitions
	▪ (C) voluntary lewd fondling or touching; ○ (2) when the offender is less than 19 years of age; ○ (3) when the offender is less than four years of age older than the child; ○ (4) when the child and the offender are the only parties involved; and ○ (5) when the child and the offender are members of the opposite sex.
Consent (as it relates to sexual activity)	The institution has determined, based on good-faith research, that Kansas law does not define the term consent (as it relates to sexual activity).

College Definition of Consent

SCCC uses the following definition of consent in its [Title IX Policy](#) for the purpose of determining whether sexual violence (including sexual assault) has occurred:

Consent is:

- knowing, and
- voluntary, and
- clear permission
- by word or action
- to engage in sexual activity.

This definition applies for SCCC policy and disciplinary purposes only. It does not replace or alter definitions used in Kansas criminal law.

Risk Reduction

With no intent to victim blame, the following are some strategies to reduce one's risk of sexual assault or harassment.

If you find yourself in an uncomfortable sexual situation, these suggestions may help you reduce your risk:

- Be aware of your surroundings. Knowing where you are and who is with you may help you find a way to get out of a bad situation.
- Make your limits known before going too far.
- You can withdraw consent to sexual activity at any time. Do not be afraid to tell a sexual aggressor “NO” clearly and loudly.
- Try to remove yourself from the physical presence of a sexual aggressor. Be direct as possible about wanting to leave the environment.
- Try to avoid isolated areas. It's more difficult to get help when no one is around. When available alert someone nearby and ask them for help.
- Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.

- Make sure your cell phone is with you and charged.
- Avoid putting headphones in both ears so that you can be more aware of your surroundings, especially if walking alone.
- Be responsible about your alcohol and/or drug use. Alcohol and drugs can lower your sexual inhibitions and may make you vulnerable to someone who views an intoxicated/high person as a sexual opportunity.
- Don't accept drinks from people you don't know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself.
- When you go to social gatherings, go with trusted friends. Watch out for your friends and ask that they watch out for you.
- If you suspect you or a friend has been drugged contact law enforcement immediately. Be explicit with doctors so they can give you the correct tests.

If you find yourself in the position of being the initiator of sexual behavior, these suggestions may help you to reduce your risk of being accused of sexual assault or another sexual crime:

- Remember that you owe sexual respect to the other person.
- Don't make assumptions about the other person's consent or about how far they are willing to go.
- Remember that consent to one form of sexual activity does not necessarily imply consent to another form of sexual behavior.
- If your partner expresses a withdrawal of consent, stop immediately.
- Clearly communicate your sexual intentions so that the other person has a chance to clearly tell you, their intentions.
- Consider "mixed messages" a clear sign that the other person is uncomfortable with the situation and may not be ready to progress sexually.
- Don't take advantage of someone who is really drunk or on drugs, even if they knowingly and intentionally put themselves in that state. Further, don't be afraid to step in if you see someone else trying to take advantage of a nearly incapacitated person.
- Be aware of the signs of incapacitation, such as slurred speech, bloodshot eyes, vomiting, unusual behavior, passing out, staggering, etc.

It is also important to be aware of the warning signs of an abusive person. Some examples include past abuse; threats of violence or abuse; breaking objects; using force during an argument; jealousy; controlling behavior; quick involvement; unrealistic expectations; isolation; blames others for problems; hypersensitivity; cruelty to animals or children; "playful" use of force during sex.

Bystander Intervention

Bystanders play a crucial role in the prevention of sexual and relationship violence. In addition to reporting incidents to appropriate authorities, below are some ways in which individuals can take safe and positive steps to prevent harm and intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking against another person.

- Look out for those around you.
- If you see someone who looks like they could be in trouble or need help, ask if they are okay.
- Confront people who seclude, hit on, try to make out with, or have sex with people who are incapacitated.
- Be confident when intervening.
- Recruit help from others if necessary.
- Keep yourself safe.
- If things get out of hand, don't hesitate to contact the police.

- Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
- Refer people to on or off campus resources for support in health, counseling, or with legal assistance.

Other Information Covered by the PPAP

The PPAP also provides information on possible sanctions and protective measures that may be imposed following a determination that an offense of dating violence, domestic violence, sexual assault, or stalking has occurred, an explanation of the disciplinary procedures that will be followed when one of these offenses is alleged, the rights of the parties in such a proceeding, available resources, and other pertinent information. Much of this information is set forth in the upcoming sections of this security report.

Ongoing Prevention and Awareness:

The College also conducts an Ongoing Prevention and Awareness Campaign (OPAC) aimed at all students and employees. This campaign covers the same material as provided in the PPAP, but is intended to increase the understanding of students and employees on these topics and to improve their skills for addressing the offenses of dating violence, domestic violence, sexual assault and stalking.

PPAP and OPAC Programming Methods:

Prevention and awareness programs are carried out in a variety of ways, using a range of strategies, and, as appropriate, targeting specific audiences throughout SCCC. Methods include, but are not limited to presentations, online training modules, distribution of written materials, periodic email blasts, and guest speakers. A summary of this programming is provided below.

- All incoming students receive copies of the Sexual Harassment and Misconduct Policy as well as the Drug Free Institution of Higher Education Policy at enrollment events.
- Students earning an Associate of Arts and/or Associate of Science degree are required to enroll in the First Year Seminar, an orientation course. Part of the class curriculum includes online training modules covering Title IX Rights and Protections, Sexual Violence Prevention for students and Alcohol and Other Drugs.
- All employees are required to complete an online training module covering Title IX and Sexual Harassment Prevention. This training is annual.
- As part of its ongoing campaign, the College uses a variety of strategies, such as in person presentations by sexual assault organizations, emails blasts with pertinent information, portal announcements, etc. While programming occurs throughout the year, the College also offers educational sessions and literature in coordination with nationally recognized observances such as Sexual Assault Awareness Month and Domestic Violence Awareness Month.
- SCCC continuously considers the physical surroundings in addressing campus security to avoid assault and other crimes. Physical surroundings are assessed and modified when seen as a possible threat to the safety of students, staff, and faculty.

Procedures to Follow if You are a Victim of Dating Violence, Domestic Violence, Sexual Assault, or Stalking:

If you are a victim of dating violence, domestic violence, sexual assault, or stalking, go to a safe place and call 911 or the Campus Safety and Security Department at 620-417-1180. You may also contact the SCCC's Title IX Coordinator at 620-417-1016.

Victims will be notified in writing of the procedures to follow, including:

1. To whom and how the alleged offense should be reported (contact the Title IX Coordinator or refer to the other resources listed in this report).
2. The importance of preserving evidence that may be necessary to prove the offense in a criminal proceeding or disciplinary action or to obtain a protective order.
3. The victim's options regarding notification to law enforcement, which are: (a) the option to notify local police; (b) the option to be assisted by campus security authorities in notifying law enforcement if the victim so chooses (the institution is obligated to comply with such a request if it is made); and (c) the option to decline to notify such authorities.
4. Where applicable, the rights of victims and the institution's responsibilities regarding orders of protection, no-contact orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court.

Preservation of Evidence & Forensic Examinations

Victims of physical assault are advised to not remove clothing items worn during or following an assault, as they frequently contain valuable fiber, hair, and fluid evidence. Don't bathe or wash or otherwise clean the environment in which the assault occurred. You can obtain a forensic examination at Southwest Medical Center. Avoid the destruction of evidence by bathing, douching, changing clothes, or cleaning up in any way. SCCC encourages victims to talk to a knowledgeable counselor without being victimized. The various services on and off campus are available to all victims and designed to assist in overcoming the trauma of an attack. Off Campus Resources include:

- Southwest Medical Center, 315 W 15th St, Liberal, KS 67901, 620-624-1651
- Liberal Area Rape and Crisis Center, 620-624-2774
- Domestic Violence and Sexual Assault Hotline, 1-800-363-2287

Completing a forensic examination does not require you to file a police report, but having a forensic examination will help preserve evidence in case you decide, at a later date, to file a police report.

Victims are also advised to retain evidence in electronic formats (e.g., text messages, emails, photos, social media posts, screenshots, etc.). Such evidence is valuable in all situations, and it may be the only type of evidence available in instances of stalking.

Completing a forensic examination does not require you to file a police report, but having a forensic examination will help preserve evidence in case you decide at a later date to file a police report.

Victims are also advised to retain evidence in electronic formats (e.g., text messages, emails, photos, social media posts, screenshots, etc.). Such evidence is valuable in all situations, and it may be the only type of evidence available in instances of stalking.

Security/Law Enforcement & How to Make a Police Report

- CCC Campus Safety and Security Department | 620-417-1180

- Emergency Law Enforcement | 911 Liberal Police Department | 325 N Washington Ave, Liberal, KS 67901 | 620-626-0141 Seward County Sheriff | 501 N Washington Ave Ste 101, Liberal, KS 67901 | 620-309-2000
- Victims should consider filing a police report. SCCC staff will encourage the complainant to file a police report and will assist in notifying the police if requested. The police can then advise the complainant of the legal process. To make a police report, a victim should contact the local police agency listed above either by phone or in-person. The victim should provide as much information as possible, including name, address, and when and what occurred, to the best of the victim's ability. There may be consequences to waiting to file a police report. Filing a report does not force the Complainant to file charges and prosecute the Respondent. It does aid in preservation of evidence if the Complainant decides to press charges at a later date.

Information about Legal Protection Orders

SCCC will follow its standard procedure of referring all domestic violence incidents to law enforcement. Domestic, dating, and stalking incidents that involve crimes of violence will also be referred to law enforcement. All offenses also carry an option for administrative action to be taken against the respondent. The objective of this procedure is to help ensure that the complainant is given all the legal protection possible and that, if necessary, protection while on campus can be continued after the event. If the incident happens on any SCCC property and the respondent and, or complainant is a student, the Vice President of Student Services will review the totality of circumstances and determine which course of action to take that will hopefully provide the best level of protection towards the victim, including suspending and, or evicting the suspect from SCCC.

The College does not issue legal orders of protection. However, as a matter of institutional policy, the College may impose a no-contact order between individuals in appropriate circumstances. The College may also issue a "no trespass warning" if information available leads to a reasonable conclusion that an individual is likely to cause harm to any member of the campus community. A person found to be in violation of a No Trespass Warning may be arrested and criminally charged.

Available Victim Services:

Victims will be provided with written notification about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available to them, both within the College and in the surrounding community. Those services include:

College Resources

- Student Health Center – Healthcare services are available to victims. SCCC's Student Health Center can be reached at 620-417-1144.
- Mental Health Counselor – Victims may want to speak with a confidential third party. SCCC's Mental Health Counselor is available for mental health support and connection to community resources. SCCC's Mental Health Counselor can be reached at 620-417-1106.
- Student Accommodations - Victims may feel that they are unable to keep up with classwork or need additional support. This should be discussed with SCCC's accommodations office. SCCC's accommodation services website can be found at: [SCCC Accessibility Services](#)
- Student Financial Aid – Sometimes a victim of a crime may feel the need to take a leave of absence from school. If a student is considering a leave of absence based on the circumstances of a complaint, he/she should understand there may be financial aid implications in taking such leave. SCCC's financial aid website can be found at: [SCCC Financial Aid](#)

- Title IX Coordinator can assist in facilitating these conversations if desired. SCCC's Title IX Coordinator can be reached at 620-417-1016.

State/Local Resources

- ☐ Southwest Medical Center, 620-624-1651
- ☐ Southwest Guidance Center, 620-624-8171
- ☐ Genesis Community Health Center, 620-624-0463
- ☐ Heartland's Hope Mental Health Center, 620-604-5111
- ☐ Liberal Area Rape and Crisis Center, 620-624-2774
- ☐ Kansas Legal Services, 1-800-723-6953

National Resources

- ☐ National Domestic Violence Hotline: 1-800-799-7233
- ☐ National Sexual Assault Hotline: 1-800-656-4673
- ☐ Rape, Abuse and Incest National Network (RAINN): <https://www.rainn.org/>
- ☐ US Dept. of Justice Office on Violence Against Women: <https://www.justice.gov/ovw>
- ☐ National Coalition Against Domestic Violence: <http://www.ncadv.org/>
- ☐ National Sexual Violence Resource Center: <http://www.nsvrc.org/>
- ☐ U.S. Citizenship and Immigration Services: <https://www.uscis.gov/>
- ☐ Immigration Advocates Network: <https://www.immigrationadvocates.org/>

Accommodations and Protective Measures:

The College will provide written notification to victims about options for, and available assistance in, changing academic, living, transportation, and working situations or protective measures. If victims request these accommodations or protective measures and they are reasonably available the College is obligated to provide them, regardless of whether the victim chooses to report the crime to campus security or local law enforcement.

Requests for accommodation or protective measures should be made to Dr. Amber Jones, Title IX Coordinator, at 620-417-1651, and the Title IX Coordinator is responsible for deciding what, if any, accommodations or protective measures will be implemented.

When determining the reasonableness of such a request, the College may consider, among other factors, the following:

- The specific need expressed by the complainant.
- The age of the students involved.
- The severity or pervasiveness of the allegations
- Any continuing effects on the complainant
- Whether the complainant and alleged perpetrator share the same class or job location.
- Whether other judicial measures have been taken to protect the complainant (e.g., civil protection orders).

The College will maintain as confidential any accommodation or protective measures provided for a victim to the extent that maintaining confidentiality would not impair the College's ability to provide them. However, there may be times when certain information must be disclosed to a third party in order to implement the accommodation or

protective measure. Such decisions will be made by the College in light of the surrounding circumstances, and disclosures of this nature will be limited so that only the information necessary to implement the accommodation or protective measure is provided. In the event it is necessary to disclose information about a victim in order to provide an accommodation or protective order, the College will inform the victim of that necessity prior to the disclosure, including which information will be shared, with whom it will be shared and why.

Procedures for Disciplinary Action:

Allegations of domestic violence, dating violence, sexual assault, or stalking will be processed through SCCC's Nondiscrimination Policy and related complaint resolution procedures.

Reporting

Reports may be made to:

- **Dr. Amber Jones**, Vice President of Career & Technical Education and **Title IX Coordinator**
620-417-1651 | amber.jones@sccc.edu
- **Elizabeth Dominguez**, Interim Director of Human Resources
620-417-1122 | AA109 | elizabeth.dominguez@sccc.edu

Reports may be submitted in person, by phone, via email, or electronically through the [Title IX Reporting Form](#).

Notice and Investigation

Upon receipt of a formal complaint, the Title IX Coordinator (or designee) will provide written notice to the parties, including the identities of the parties, the conduct at issue, the date and location of the alleged incident, and a description of the resolution process.

Both the Complainant and the Respondent will have an equal opportunity to present witnesses (fact and expert) and supporting evidence. Prior to the conclusion of the investigation, both parties will have the opportunity to review any evidence directly related to the allegations. Upon completion of the investigation, both parties will be provided a copy of the investigation report.

Review Period

Before any live hearing is conducted, both parties and their advisors will be provided at least **10 business days** to review the full investigation report and all directly related evidence. This review period allows each party to prepare a written response or additional evidence prior to the hearing.

Hearing and Determination

In cases involving allegations of sexual assault, dating violence, domestic violence, or stalking, a live hearing will be conducted. Each party's advisor may cross-examine the other party and any witnesses. The Chair will prepare a written deliberation statement, including findings, rationale, evidence relied upon (and not relied upon), credibility assessments, and any sanctions or recommendations. This statement will be provided to the Title IX Coordinator within two (2) business days, unless an extension is granted.

The Title IX Coordinator and Chair will use this deliberation statement to prepare a Notice of Outcome, which will be shared **simultaneously in writing with both parties**.

Timelines

The College strives to complete investigations within **60–90 business days**.

Appeals

Either party may submit a written request for appeal within seven (7) business days of the Notice of Outcome. The

appeal will be assigned to a three-member panel or a single Appeal Chair. The non-appealing party will have seven (7) business days to submit a written response. Appeals must be based on one or more of the following grounds:

- Procedural irregularity that affected the outcome;
- New evidence not reasonably available at the time of the determination; or
- Conflict of interest or bias on the part of the Title IX Coordinator, investigator(s), or decision-maker(s).

The Appeal Chair or Panel will resolve the appeal within seven (7) business days of receiving all submissions.

Rights of the Parties in an Institutional Proceeding:

During the process described above, both the Complainant and the Respondent are entitled to the following rights:

- **A prompt, fair, and impartial process** from the initial investigation to the final result.
 - This includes completion within reasonably prompt timeframes designated by institutional policy. Extensions may be granted for good cause, with written notice to both parties explaining the reason for the delay.
- **A transparent process conducted according to institutional policy.**
 - Both parties will receive timely notice of meetings at which they may be present.
 - Both parties, along with appropriate officials, will have timely access to information that will be used during informal and formal disciplinary meetings and hearings.
 - Prior to any live hearing, both parties will be given at least 10 business days to review and respond to the complete investigation report, and all directly related evidence.
- **An unbiased process.**
 - Proceedings are conducted by officials who have no conflict of interest or bias for or against either party.
 - Officials receive annual training on issues related to dating violence, domestic violence, sexual assault, and stalking, as well as on conducting investigations and hearings that protect the safety of participants and promote accountability.
 - All SCCC employees receive annual training on definitions of sexual harassment. Members of the Title IX Team rotate training through ATIXA, covering Coordinator, Investigator, Advisor, and Decision-Maker roles, along with related procedures and OCR guidance.
- **The same opportunity to have others present.**
 - Both parties may be accompanied to any related meeting or proceeding by an advisor of their choice.
 - The College does not limit a party's choice of advisor, though it may establish reasonable restrictions regarding the advisor's level of participation, applied equally to both parties.
- **A determination based on the preponderance of the evidence standard.**
- **Simultaneous written notification of outcomes.**
 - Both parties will receive written notification of the results of the proceeding, any procedures for appeal, any changes to the result, and when the result becomes final.
 - For this purpose, "result" means any initial, interim, and final decision by an official or entity authorized to resolve disciplinary matters and must include the rationale for the decision and any sanctions imposed.

Possible Sanctions or Protective Measures that the College May Impose for Dating Violence, Domestic Violence, Sexual Assault or Stalking Offenses:

Following a final determination in SCCC's disciplinary process that dating violence, domestic violence, sexual assault, or stalking has been committed, SCCC may impose sanctions depending on the circumstances of the case, including mitigating or aggravating factors.

Possible sanctions for students include:

- Warning
- Required counseling
- Probation
- Suspension
- Expulsion
- Withholding diploma
- Revocation of degree
- Other actions deemed appropriate

Possible sanctions for student organizations include:

- Warning
- Probation
- Suspension
- Expulsion
- Loss of privileges
- Other actions deemed appropriate

Possible sanctions or corrective actions for employees include:

- Verbal or written warning
- Performance improvement plan/management process
- Enhanced supervision, observation, or review
- Required counseling
- Required training or education
- Probation
- Denial of pay increase or pay grade
- Loss of oversight or supervisory responsibility
- Demotion, transfer, or reassignment
- Delay of (or referral for delay of) tenure track progress
- Assignment to a new supervisor
- Restriction of stipends, research, and/or professional development resources
- Suspension/administrative leave with pay
- Suspension/administrative leave without pay
- Termination
- Other actions deemed appropriate

Protective measures available to complainants may include:

- Referral to counseling and health services
- Referral to the employee assistance program

- Individual or community education
- Adjustment of academic deadlines, course schedules, or on-campus housing assignments
- Alteration of work arrangements for employees
- Campus safety escorts
- Climate surveys
- Policy modifications and/or training
- Transportation assistance
- Long-term contact limitations between the parties

Publicly Available Recordkeeping:

The College will complete any publicly available recordkeeping, including Clery Act reporting and disclosures, without the inclusion of personally identifiable information about victims of dating violence, domestic violence, sexual assault, and stalking who make reports of such to the College to the extent permitted by law.

Victims to Receive Written Notification of Rights:

When a student or employee reports to the College that they have been a victim of dating violence, domestic violence, sexual assault, or stalking, whether the offense occurred on or off campus, the College will provide the individual with a written explanation of their rights and options as described in the preceding sections.

Sex Offender Registration Program:

The Campus Sex Crimes Prevention Act of 2000 requires institutions of higher education to inform members of the campus community where they can obtain information provided by the state concerning registered sex offenders. The Act also requires sex offenders to notify the state of each institution of higher education in the state at which they are employed, enrolled, or carrying on a vocation. The state is then required to notify the College of any such information it receives.

Anyone interested in determining whether registered sex offenders are present on campus may contact the **Director of Residence Life & Safety** at 620-417-2102. Sex offender registry information is also available from the Kansas Bureau of Investigation at: <https://www.kbi.ks.gov/registeredoffender/GeographicalSearch.aspx>

Timely Warnings and Emergency Response

In the event of criminal activity occurring on or near campus that, in the judgment of the SCCC Emergency Response Team, constitutes a serious or continuing threat to the safety of the campus community, a timely warning will be issued.

The purpose of a timely warning is to inform students, employees, and visitors of criminal activity that has already occurred and to help prevent further incidents. Warnings may be communicated by one or more of the following methods:

- Campus email
- Public Announcement (PA) System
- RAVE Alert (text/phone notification system)
- Crime Log
- Written postings in affected areas

- Verbal announcements by faculty or administration

Examples of situations that may require a timely warning include, but are not limited to, sexual assault, burglary, or a series of motor vehicle thefts that present an ongoing risk to the community. Updates will be provided as appropriate until the situation is resolved.

Timely warnings may be limited or delayed if, in the judgment of responsible authorities, issuing the warning would compromise victim safety, ongoing law enforcement efforts, or the College's ability to contain, respond to, or otherwise mitigate the threat. The College also works closely with local law enforcement agencies and has requested to be notified of any reports or information that may warrant the issuance of a timely warning.

Anyone with information warranting a timely warning should immediately report the circumstances to:

- Safety and Security Office, security@sccc.edu | 620-417-1180
- Vice President of Career and Technical Education and Title IX Coordinator | 620-417-1651

The College has communicated with local law enforcement asking them to notify the College if it receives reports or information warranting a timely warning.

Emergency Response

SCCC maintains an Emergency Operations Plan (EOP) designed to provide flexible guidelines for a timely and effective response to any significant emergency or dangerous situation involving an immediate threat to the health or safety of the campus community. Such situations may include, but are not limited to, tornadoes, bomb threats, chemical spills, disease outbreaks, fires, or an active intruder.

All employees and students are encouraged to review the EOP, which is available on the SCCC website or by request from the Safety and Security Department.

Students, staff, and visitors are urged to immediately notify Safety and Security at 620-417-1180 of any emergency or potentially dangerous situations. Campus Safety and Security will assess information from campus staff and local agencies to confirm the threat and will initiate the institution's response.

Once an emergency is confirmed, the Director of Residence Life and Safety, in collaboration with the Emergency Response Team and other appropriate officials, will determine without delay:

- The segment(s) of the campus community to be notified,
- The content of the notification, and
- The method(s) of communication to be used.

Notifications will not be delayed unless, in the judgment of responsible authorities, issuing the alert would compromise efforts to assist a victim, contain the emergency, respond to the situation, or otherwise mitigate the threat. Content may vary depending on the nature and location of the incident and may include instructions to shelter in place or evacuate. When appropriate, local authorities will be consulted in preparing the message.

Notifications may be issued using one or more methods outlined later in this section, depending on the nature of the emergency and the target audience. The Emergency Response Team will also ensure local law enforcement and, when necessary, local media are informed so that the broader community is aware of the situation.

Methods for Issuing Timely Warnings and Emergency Notifications

The method(s) listed below may be utilized when the College issues a timely warning or emergency notification to the campus community.

Method	Sign Up Instructions
Campus Email	Activated upon hiring of employees and admission of students.
Public Announcement (PA) System	Located in classrooms and hallways.
RAVE Mobile Safety Alerts	Opt in through the student and employee portal.
Crime Log	Visit the Safety & Security office.
Written Postings	On doors or bulletin boards.
Verbal Announcements	Made by faculty or administration.
Website Postings	Published by SCCC Marketing Department

Testing & Documentation

SCCC tests its emergency response and evacuation procedures. The tests may be announced or unannounced. Also, at various times the Emergency Response Team will meet to train and test and evaluate the College's emergency response plan.

The Director of Campus Life and Safety maintains a record of these tests and training exercises, including a description of them, the dates and times they were held and an indication of whether they were announced or unannounced. In connection with at least one such test, the College will distribute information to students and employees to remind them of the College's emergency response and evacuation procedures.

Stop Campus Hazing Policy and Programming

Definition

Hazing is prohibited at SCCC. Under Kansas law (K.S.A. 21-5418), hazing is any intentional or reckless act, occurring on or off campus, by one student acting alone or with others, directed against another student, that endangers the physical health or safety of that student for the purpose of initiation, admission into, affiliation with, or continued membership in a student organization. Hazing includes, but is not limited to, physical brutality, forced consumption of food, alcohol, or controlled substances, and activities that cause extreme mental stress. Hazing is a class B nonperson misdemeanor.

Hazing Policy, Reporting, and Prevention Programming

Students, employees, and community members are encouraged and expected to report suspected hazing. Reports may be submitted through:

- **Online Hazing Report Form** (anonymous reporting available)
- **Dr. Amber Jones**, Vice President of Career & Technical Education and **Title IX Coordinator** | 620-417-1651 | amber.jones@sccc.edu
- **Campus Safety** | 620-417-1180
- **Any SCCC employee**

Retaliation against individuals who report hazing in good faith is strictly prohibited.

Investigation and Resolution of Hazing Complaints

Determination of Investigation

When a hazing complaint is reported, the Title IX Coordinator conducts an initial assessment to determine whether the allegations indicate a potential policy violation. If there is sufficient information to suggest a violation, a formal investigation will commence. If not, the case may be closed with no further action.

Policy Reference: SCCC Title IX Policy 2026, Investigation Procedures, pp. 57–60; Initial Assessment and Dismissal, p. 59.

Investigative Authority

If an investigation proceeds, the Title IX Coordinator appoints a team of trained Investigators (typically two) to conduct the investigation. Each Investigator is vetted to ensure impartiality and freedom from conflicts of interest.

Policy Reference: SCCC Title IX Policy 2026, Appointment of Investigators, p. 59.

Anticipated Timeline

SCCC makes a good faith effort to complete investigations within **60–90 business days**, depending on case complexity. Regular updates are provided to the parties. Extensions may be granted for valid reasons, such as coordination with law enforcement or witness availability.

Policy Reference: SCCC Title IX Policy 2026, Promptness, Resolution Timeline, Investigation Delays, pp. 58–60.

Decision-Making Process

Investigators gather evidence and prepare a comprehensive report. A **Decision-maker** (separate from the Investigators), or the Title IX Coordinator acting in that role, reviews the report and issues a final determination using the *preponderance of the evidence* standard. Investigator recommendations may be considered but are not binding. Sanctions and remedies are then assigned as appropriate.

Policy Reference: SCCC Title IX Policy 2026, Determination Process, pp. 61–63, 70–71.

Appeals

Parties may appeal the outcome of a hazing investigation on limited grounds:

- Procedural irregularities that affected the outcome
- New evidence not reasonably available at the time of determination
- Conflict of interest or bias by Title IX personnel

Appeals are reviewed by an Appeal Decision-maker not involved in the original case. The appeal must be filed within the designated timeline (**7–10 business days** after the outcome).

Policy Reference: SCCC Title IX Policy 2026, Appeals, pp. 76–78; Appendix F, pp. 111–112.

Stop Campus Hazing Act (SCHA) Compliance

Effective December 23, 2024, hazing is classified as a **Clery-reportable crime** under the Stop Campus Hazing Act. Beginning with the **2025 ASR**, SCCC will:

- Collect and disclose hazing statistics in the ASR.
- Publish a **Hazing Transparency Report**, updated at least twice per year.
- Provide hazing prevention education to all incoming students and employees annually.
- Track findings concerning recognized student organizations that violate hazing standards.

Prevention and Awareness Programming

SCCC provides hazing prevention education to students and employees through **Vector Solutions – Hazing Awareness & Prevention** training. Programs include information on hazing prevention, awareness, intervention, and SCCC's hazing policy.

- **Students:** Hazing Awareness & Prevention for Students (required by SCCC annually for all new students).
- **Employees:** Hazing Awareness & Prevention for Faculty & Staff (required by SCCC annually).

Public Transparency

SCCC maintains a **Hazing Prevention & Transparency Report** on the College website. The report defines hazing, provides reporting links, outlines education requirements, and includes semester updates regarding hazing violations. At this time, no violations have been reported.

- *Policy Reference: Prohibited Conduct, p. 32; Grievance Procedures, pp. 57–78; Appendix F, pp. 111–112.*

Summary (Code of Kansas)
a. Hazing is recklessly coercing, demanding or encouraging another person to perform, as a condition of membership in a social or fraternal organization, any act which could reasonably be expected to result in great bodily harm, disfigurement or death or which is done in a manner whereby great bodily harm, disfigurement or death could be inflicted. b. Hazing is a class B nonperson misdemeanor. K.S.A. § 21-5418

Missing Student Policy

If a member of the community has reason to believe that a student who resides in on-campus housing is missing, that information should be reported immediately to the Campus Safety and Security at 620-417-1180 or another appropriate individual at SCCC including the Director of Residence Life and Safety at 620-417-2102 or the Vice President of Career and Technical Education at 620-417-1651.

Students residing in on-campus housing have the option to identify an individual to be contacted by the College not later than 24 hours after the time that the student is determined missing. Such contact shall remain confidential and will not be utilized until it is determined that such student has been missing for a period of more than 24 hours.

A student who wishes to designate a confidential contact may do so by contacting Director of Residence Life and Safety at 620-417-2102 or the Vice President for Career and Technical Education at 620-417-1651.

If such student is under 18 years of age, and not an emancipated individual, the College shall notify such student's custodial parent or guardian not later than 24 hours after such student has been determined to be missing. The College will notify the appropriate law enforcement agency not later than 24 hours after the time that such student is determined missing in accordance with the notification procedures established by SCCC.

Clery Act Geography Definitions

On-campus Student Housing Facility defined as: Any student housing facility that is owned or controlled by the institution or is located on property that is owned or controlled by the institution and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility. This category is considered a subset of the on-campus category.

Non-Campus Building or Property defined as: (1) Any building or property owned or controlled by a student organization that is officially recognized by the institution (i.e. privately owned fraternity); or (2) Any building or property owned or controlled by an institution that is used in direct support of or in relation to the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

Public Property defined as: All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus or immediately adjacent to and accessible from the campus. The SCCC crime statistics do not include crimes that occur in privately-owned homes or businesses within or adjacent to the campus boundaries.

The statistics presented in the following tables reflect crimes that were reported to campus security authorities or local law enforcement and that occurred within Clery geography. These numbers represent reported incidents, regardless of whether they were investigated, substantiated, or resulted in disciplinary or legal action. Reports determined by sworn law enforcement to be “unfounded” are not included in the counts, but the total number of unfounded cases is disclosed separately as required by federal regulations.

The statistical summary of crimes for this College over the past three calendar years follows:

[illegible]

[illegible]

Hate crimes:

In accordance with the Clery Act, institutions are required to report statistics for hate crimes by category of bias. Hate crimes include any of the Clery-reportable offenses, as well as incidents of larceny-theft, simple assault, intimidation, and destruction/damage/vandalism of property, when there is evidence that the crime was motivated by bias against the victim's actual or perceived race, gender, gender identity, religion, sexual orientation, ethnicity, national origin, or disability

[illegible]

2024: No hate crimes reported.
2023: No hate crimes reported.
2022: No hate crimes reported.

For the calendar years **2022, 2023, and 2024, no hate crimes were reported** on campus, in on-campus residential facilities, on non-campus property, or on public property as defined by the Clery Act.

Crimes unfounded by the College:

Year	Unfounded Crimes
2024	0
2023	0
2022	0

Statistics for unfounded crimes provided by law enforcement agencies:

Year	Unfounded Crimes
2024	0
2023	0
2022	0

Data from law enforcement agencies:

- Seward County Community College was provided with some crime data from law enforcement agencies for which it cannot be determined whether any of the statistics apply to or include the College’s Clery Geography.
- Certain law enforcement agencies did not comply with the College’s request for crime statistics.

Annual Fire Safety Report

Housing Facilities and Fire Safety Systems

The College maintains on-campus housing for its students. Below is a description of fire safety systems and the number of fire drills conducted during the previous calendar year.

Campus: Seward County Community College, 1801 N. Kansas Avenue, Liberal, KS 67901

Facility, Address	Fire Alarm Monitoring Done on Site	Partial Sprinkler System	Full Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans & Placards	Number of evacuation (fire) drills in previous calendar year
Hale Court F, 1801 N Kansas Ave.				X	X	X	2
Hale Court G, 1801 N Kansas Ave.				X	X	X	2
Hale Court H, 1801 N Kansas Ave.				X	X	X	2
Hale Court J, 1801 N Kansas Ave.				X	X	X	2
Hale Court R, 1801 N Kansas Ave.				X	X	X	2
Hale Court S, 1801 N Kansas Ave.				X	X	X	2
Hale Court T, 1801 N Kansas Ave.				X	X	X	2
North Mansion, 1801 N Kansas Ave.	X		X	X	X	X	2
South Mansion, 1801 N Kansas Ave.				X	X	X	2
Student Living Center, 1801 N Kansas Ave.	X		X	X	X	X	2

Policies on Portable Appliances, Smoking and Open Flames

Open flames and flammable items are not permitted in hall due to inherent fire hazards. Students are permitted to bring small appliances and hair equipment (curling irons, straighteners etc.) that have an automatic shut-off feature. The following items are not allowed in Residence Halls due to risk of fire:

- Candles, incense
- Open coiled appliances
- Electric skillets, hot plates
- Motorized vehicles including scooters, electronic skateboards, self-balancing boards/scooters, and other similar equipment.
- Halogen lamps
- Any appliance with an open flame

Only Underwriter's Laboratory-approved electrical cords and lights may be used in a resident's suite. Only non-flammable decor is allowed in suites.

Any person, student, or visitor who tampers with fire safety equipment is subject to disciplinary action by the college and possible involvement with law enforcement agencies.

SCCC maintains the right to enter and/or inspect rooms without notice for maintenance, cleaning, fire, or personal safety. Prohibited items, if found, will be confiscated, and held for retrieval by students at the end of the year or disposed of/donated.

Fire Evacuation Procedures

Students are expected to observe fire drills by leaving their room and exiting the building. When an alarm sounds:

- Close windows, raise blinds.
- Wear a coat and hard soled shoes.
- Carry a towel or similar item (to place over your face in case of smoke)
- Exit room, closing the door behind you.
- Leave through the nearest exit.

Students should walk quickly, not running or pushing. All residents should walk away from the building. Residents should not block sidewalks, parking lots or roadways. Students should not attempt to get into personal vehicles to exit campus. SCCC Staff will work with emergency response teams and provide additional instructions as needed.

Fire Education and Training Programs

Students living in on-campus housing receive fire safety expectations from the Housing Handbook which is available online and provided via email. Residents also participate in drills held throughout the academic year.

Residence Life Staff completes fire safety training at the beginning of each semester. This training familiarizes staff with the fire safety systems in each building, informing them on fire safety policies and procedures in case of a fire. Standard procedures include activating the fire alarm, going room to room with a verbal announcement, assisting with observation, evaluation, and documentation of the drill or actual alarm.

Reporting Fires

The College is required to disclose each year statistical data on all fires that occurred in on-campus student housing. When a fire alarm is pulled and/or the fire department responds to a fire, these incidents are captured. If you encounter a fire that presents an emergency situation, ensure your own safety and then please call 911.

There may also be instances when a fire is extinguished quickly, and an alarm is not pulled or a response by the fire department was not necessary. It is important that these incidents be recorded as well. Therefore, if you are aware of such a fire, see evidence of one or hear about one, you should contact Campus Safety and Security at 620-417-1180. When providing notification of a fire, give as much information as possible about the location, date, time, and cause of the fire.

Plans for Future Improvements

As a result of the College's most recent review of its fire safety protections and procedures, we have determined that the following improvements will be made, subject to the availability of funding:

- Installation of evacuation ladders in Mansion Buildings

Fire Statistics

2024

No fires were reported in 2024.

2023

No fires were reported in 2023.

2022

No fires were reported in 2022.

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