

## Midway College

### The Michael Minger Act Report for 2008 Activity Reported for Calendar Year 2007

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#### Section 1: Campus Security Authority

*List campus security authority personnel (definition at KRS 164.948(2)):*

“Campus police, security officers, and any official at a postsecondary educational institution who has significant responsibility for student and campus activities, including student discipline, student housing, student judicial affairs, and student life administration. Professional mental health, pastoral, and other licensed counselors when functioning in that capacity are not considered campus security authorities.”

Dr. William B. Drake Jr. – President  
 Steve Goodwin – Director of Physical Plant and Public Safety  
 Lyen Crews – Vice President for Business and Financial Affairs  
 Dr. Sarah Laws – Provost and Vice President for Academic Affairs/Dean of the Women’s College  
 Emily Coleman – Director of Student Affairs  
 Leigh Oakley – Director of Resident Life and Student Activities  
 Wendy Hoffman – Athletic Director, Tennis Coach and Business Faculty  
 Tim Southers – Basketball Coach  
 Todd Short – Softball Coach  
 Cindy Cheatham – Volleyball Coach  
 John Davisson – Cross Country/Track Coach  
 Bradley G. Turpin Jr. – Soccer Coach  
 Marianne Bartley-Lehman – Director of Riding/Western Coach  
 Kaycee Douglas – Assistant Director of Riding/Events Coach  
 Jennifer Lynn – Hunt Seat Coach  
 Leigh Oakley and Meredith Plant – Resident Hall Directors  
 Sarah Clark, Allena Gerhardt, Judith Krejci, Katie Tierney, Andrea Seybert, Rebecca Deichman, Kelsi Fissell – Resident Assistants  
 Spencer Craig, James Bugg, Tom Hillard, Steve Hilliard, John Strickling – Safety/Security Officers

*Describe the extent and nature of enforcement authority of campus security authority personnel:*

The Midway College Department of Public Safety functions as a service group rather than a law enforcement office. The Department of Public Safety works very closely with the Woodford County Police Department for issues involving required investigations and/or arrest. The Office of Student Affairs has direct responsibility for enforcement of student disciplinary procedures.

*Describe the working relationship of campus security authority personnel with state and local police agencies:*

Midway College Department of Public Safety works closely with local, state, and federal law enforcement agencies. The Woodford County Police Department has an officer assigned to the Midway City/Midway College area, and the Chief of Police has agreed to work with the college on reporting requirements outlined under this act.

## Section 2: Description of Information Programs

*Describe programs that inform students and employees about:*

*(a) Campus safety and security*

The Midway College Department of Public Safety publishes a Campus Safety Handbook that is distributed on campus and contains information on fire safety, severe weather, bomb threats, weapons possession, escort service, and sexual assault. An Emergency Response Manual is published by the Physical Plant and distributed to each department on campus. The Office of Student Affairs routinely holds informational meetings on safety topics. Midway College has organized a Safety Committee that works with each department on remedies of safety concerns or issues. The Physical Plant issues Special Reports as required.

*(b) How to report a crime:*

The Campus Safety Handbook contains information on the proper procedure to contact Campus Security. Student Affairs publishes and distributes a list of names and telephone numbers for reporting emergencies and non-emergencies.

*(c) How to prevent crimes:*

The Director of Public Safety conducts a meeting at the beginning of the Fall Semester and discusses personal safety. Student Affairs conducts classes each semester and promotes awareness of rape, date rape, and other forcible and non-forcible sexual offenses. The college community is given a Vehicle Information pamphlet that contains safety tips about the escort service, locked automobiles, locked Residence halls and rooms, and walking alone in dark areas. Midway College has in the past invited the Kentucky State Police and the Woodford County Police to come to campus to conduct seminars on personal safety. Midway College will continue to use these methods of notification if the agencies are willing to help.

### Section 3: Statements of Policies and Procedures

*(a) Provide the institution's policy statement on making Special Reports to the campus community of crimes that present a safety or security threat to students or employees. KRS 164.9481(d)*

Special Report/Crime Log that lists incidents that present a safety or security threat to students or employees is posted on the campus webpage, [www.midway.edu](http://www.midway.edu), within 24 hours after the first report of an incident is made to campus security authority or local law enforcement officials.

*(b) If the institution provides student housing facilities, describe the institution's procedure for disclosing the existence or nonexistence of automatic fire suppression systems in on-campus housing facilities. KRS 164.9492*

(NOTE: THIS IS A FORM THE RESIDENT STUDENT SIGNS)

KRS 164.9492 Duty of public or private postsecondary institution to disclose existence or nonexistence of automatic fire suppression system in on-campus housing facility.

Instructions: Prepare in duplicate for each building occupant. Both lessor and lessee shall sign and a copy given to lessee and other filed for duration of lease.

#### Fire Protection Devices

Anyone tampering with any fire equipment (smoke detectors in your room, fire extinguishers, pull boxes, etc.) will be subject to severe disciplinary action. Residences and/or Residence Halls are not equipped with automatic fire suppression systems. However, the residences are equipped with smoke detectors. The residence halls are equipped with smoke detectors and fire alarms for the safety of the students living there. Fire protection devices save human lives in times of emergency. Tampering with these devices will not be tolerated. **DO NOT DISREGARD ANY FIRE ALARM!**

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Midway College Student/Employee - Date

*(c) If the institution provides student housing facilities, provide the institution's policy for giving students with disabilities priority for first-floor housing. KRS 164.9495 (1)*

Prospective students will complete the Application for Admission form indicating any physical condition requiring special accommodations. Prior to application approval, the vice president for business affairs will determine if necessary accommodations are reasonable. If required accommodations are approved, the application will be sent to the vice president and dean of enrollment and the director of student affairs for final processing. Midway College will provide priority for first-floor housing to any resident student who informs the college of a disability. A list of room assignments for students with disabilities shall be maintained in the Office of Student Affairs and also in the Office of College Safety Officer whose responsibility it shall be to notify any other safety and emergency personnel of the location of students with disabilities. (KRS164.9495).

*(d) If the institution provides student housing facilities, describe the institution's policy for maintaining a record of any on-campus housing assignment for students with disabilities, and the procedure for alerting safety and emergency personnel of the location of students with disabilities. KRS 164.9495 (2)*

Prospective students will complete the Application for Admission form indicating any physical condition requiring special accommodations. Prior to application approval, the vice president for business affairs will determine if necessary accommodations are reasonable. If required accommodations are approved, the application will be sent to the vice president and dean of enrollment and the director of student affairs for final processing. Midway College will provide priority for first-floor housing to any resident student who informs the college of a disability. A list of room assignments for students with disabilities shall be maintained in the Office of Student Affairs and also in the Office of College Safety Officer whose responsibility it shall be to notify any other safety and emergency personnel of the location of students with disabilities. (KRS164.9495).

## Section 4: Crime Table

Crime Category	Total Campus Property Crimes	Residential Facility Crimes	Recognized, Leased, Owned, Controlled Property Crimes	Public Property Crimes
Arson	0	0	0	0
Assault	0	0	0	0
Burglary	0	0	0	0
Criminal Damage	0	0	0	0
Manslaughter	0	0	0	0
Menacing	0	0	0	0
Motor Vehicle Theft	0	0	0	0
Murder	0	0	0	0
Reckless Homicide	0	0	0	0
Robbery	0	0	0	0
Sex Offenses - Forcible	0	0	0	0
Sex Offenses - Non-forcible	0	0	0	0
Stalking	0	0	0	0
Terroristic Threatening	0	0	0	0
Theft	0	0	0	0
Wanton Endangerment	0	0	0	0
Weapons Possession	0	0	0	0
Prejudice: Bias - Race	0	0	0	0
Prejudice: Bias - Gender	0	0	0	0
Prejudice: Bias - Religion	0	0	0	0
Prejudice: Bias - Sexual Orientation	0	0	0	0
Prejudice: Bias - Ethnic	0	0	0	0
Prejudice: Bias - Disability	0	0	0	0
Arrest Only: Drug-related Violations	0	0	0	0
Arrest Only: Liquor-law Violations	0	0	0	0
Arrest Only: Other Alcohol Violations	0	0	0	0

**Section 5: Criminal Attempts Table**

<b>Crime Category</b>	<b>Total Campus Property Crimes</b>	<b>Residential Facility Crimes</b>	<b>Recognized, Leased, Owned, Controlled Property Crimes</b>	<b>Public Property Crimes</b>
Arson	0	0	0	0
Assault	0	0	0	0
Burglary	0	0	0	0
Criminal Damage	0	0	0	0
Manslaughter	0	0	0	0
Menacing	0	0	0	0
Motor Vehicle Theft	0	0	0	0
Murder	0	0	0	0
Reckless Homicide	0	0	0	0
Robbery	0	0	0	0
Sex Offenses - Forcible	0	0	0	0
Sex Offenses - Non-forcible	0	0	0	0
Stalking	0	0	0	0
Terroristic Threatening	0	0	0	0
Theft	0	0	0	0
Wanton Endangerment	0	0	0	0
Weapons Possession	0	0	0	0
Prejudice: Bias - Race	0	0	0	0
Prejudice: Bias - Gender	0	0	0	0
Prejudice: Bias - Religion	0	0	0	0
Prejudice: Bias - Sexual Orientation	0	0	0	0
Prejudice: Bias - Ethnic	0	0	0	0
Prejudice: Bias - Disability	0	0	0	0

**Section 6: Incidents Table**

<b>Crime Category</b>	<b>Total Campus Property Crimes</b>	<b>Residential Facility Crimes</b>	<b>Recognized, Leased, Owned, Controlled Property Crimes</b>	<b>Public Property Crimes</b>
Arson	0	0	0	0
Assault	0	0	0	0
Burglary	0	0	0	0
Criminal Damage	1	0	0	0
Manslaughter	0	0	0	0
Menacing	0	0	0	0
Motor Vehicle Theft	0	0	0	0
Murder	0	0	0	0
Reckless Homicide	0	0	0	0
Robbery	0	0	0	0
Sex Offenses - Forcible	0	0	0	0
Sex Offenses - Non-forcible	0	0	0	0
Stalking	0	0	0	0
Terroristic Threatening	0	0	0	0
Theft	1	0	0	0
Wanton Endangerment	0	0	0	0
Weapons Possession	0	0	0	0
Prejudice: Bias - Race	0	0	0	0
Prejudice: Bias - Gender	0	0	0	0
Prejudice: Bias - Religion	0	0	0	0
Prejudice: Bias - Sexual Orientation	0	0	0	0
Prejudice: Bias - Ethnic	0	0	0	0
Prejudice: Bias - Disability	0	0	0	0
Arrest Only: Drug-related Violations	0	0	0	0
Arrest Only: Liquor-law Violations	0	0	0	0
Arrest Only: Other Alcohol Violations	0	0	0	0

Report run 8/19/2008