Combined Annual Security and Fire Safety Report

October 1, 2015
# Combined Annual Security and Fire Safety Report

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*On-campus Student Housing statistics are a subset of On-Campus statistics*

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*On-campus Student Housing statistics are a subset of On-Campus statistics*

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*On-campus Student Housing statistics are a subset of On-Campus statistics.** Statistics for VAWA were not collected prior to the 2015 data collection*

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**ACCREDITATION**

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*Lincoln Memorial University made a good faith attempt to obtain all relevant crime statistics*
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*VENUE*

On Campus-Any building or property owned or controlled by Northeast State Community College or any building or property that is frequently used by students and supports the institution (such as food or other retail vendor).
Non-campus building or property-Any building or property owned or controlled by a student organization that is officially recognized or any building or property owned or controlled by Northeast State Community College that is used in direct support of, or in relation to, Northeast State Community College's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of Northeast State Community College.
Public property-All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus or is immediately adjacent to and accessible to the campus.
Dormitories or other residential facilities-Any residential building or structure owned or controlled by Northeast State Community College that houses students.

In compliance with the Violence Against Women Act (VAWA) Reauthorization Act of 2012, crime statistics, beginning in calendar year 2013, were added for the following offenses: Sexual Assault (from Rape), Dating Violence, Domestic Violence, and Stalking. Sexual Offenses were further broken down by Sexual Assault, Fondling, Incest, and Statutory Rape. Additionally, gender identity and national origin were added to the types of bias or prejudice reported.

The following additional offenses, not listed above, will be reported if determined to be hate crimes: Larceny-theft, Simple assault, Intimidation, Destruction/damage/vandalism of property.

**Note:** No hate crimes were reported to this institution for the calendar years 2012, 2013, and 2014. If any hate crime(s) are reported they will be noted as below.

****** HATE CRIME NOTATIONS******

Type of Bias or Prejudice
Race = r  Gender = g  Religion = r  Sexual Orientation = s  Ethnicity = e  Disability = d  Gender Identity= gi
National Origin= no

Each statistic resulting in bodily injury that is motivated by a type of bias or prejudice will have a superscript notation for the type of bias. Numbers in superscripted parenthesis indicate the number out of the total number of incidents that were motivated by each type of bias.

Northeast State Police Department
Northeast State Community College
P.O. Box 246
Blountville TN 37617
Phone: (423)323-0255
e-mail: jeedens@northeaststate.edu
**Safety and Security**

Lincoln Memorial University is concerned about the safety and welfare of the campus community and visitors, and is committed to providing a safe and secure environment. A competent Residence Life staff, a trained Campus Police and Security staff, and the faculty, staff and students are all responsible for following measures to ensure their safety and the protection of their possessions.

The mission of Lincoln Memorial University’s Campus Police and Security Team is to provide and promote a safe and secure campus environment for our students, faculty, staff and visitors at the University, and our extended learning sites. The LMU Campus Police and Security Office provide police and security personnel for the entire campus in conjunction with LMU standards and policies and the State of Tennessee certification requirements.

**Reporting and Timely Warnings**

All students, faculty, staff, and visitors are encouraged to report criminal activity, fires and any other safety concerns. *In the event of an emergency or any other security need, call the LMU Campus Police and Security office at (423) 869-6911 (6911 from any campus phone).* There is also an Anonymous Tip Line at (423) 869-7159 or text 50911 then type LMUtip followed by your information. Upon request, reports can be submitted through a voluntary, confidential reporting process. In addition, you may report a crime to the following areas.

**If a crime is committed on the main campus in Harrogate:**

LMU Campus Police  
423-869-6911  
Dean of Students  
423-869-6849  
Claiborne County Sheriff’s Office  
423-626-2820

**If the crime occurs at the DeBusk Veterinary Teaching Center in Ewing, VA:**

Lee County Sheriff’s Office  
276-346-7753  
LMU-CVM Dean of Students  
423-869-7104

**If the crime occurs at the Baptist Health facility in Corbin, KY:**

Corbin Police Department  
606-528-1122

**If the crime occurs at Alcoa City Center facility in Alcoa, TN:**

LMU site coordinator  
865-531-4105
If the crime occurs at Chattanooga State Community College in Chattanooga, TN

Chattanooga Police Department
423-643-5000

If the crime occurs at the Kingsport Center for Higher Education in Kingsport, TN

Kingsport Police Department
423-246-9111

Northeast State Police Department
423-323-0255

LMU Site Coordinator
423-354-5522

If the crime occurs at Physician’s Regional Medical Center, in Knoxville, TN

Knoxville Police Department
865-215-7000

If the crime occurs at Duncan School of Law in Knoxville, TN

Knoxville Police Department
865-215-7000

DSOL Dean of Students
865-545-5325

If the crime occurs at Cedar Bluff in Knoxville, TN

Knoxville Police Department
865-215-7000

LMU Site Coordinator
865-531-4105

If the crime occurs at Southeast Kentucky Community and Technical College in Middlesboro, KY:

Middlesboro Police Department
606-248-2020

LMU employees that have knowledge of serious crimes on campus including murder, manslaughter, robbery, aggravated assault, burglary, car theft, arson, arrest for weapons violations, arrest for drug abuse violations, arrest for liquor law violations, hate crimes or fires must report those incidents to campus police. However, LMU employees whose official responsibilities include providing psychological counseling to members of the LMU community within the scope of a
license or certification are not required to report crimes for inclusion into the annual disclosure of crime statistics unless mandated by state law.

**Warnings, crime, emergencies, or weather-related incidents to the University community are coordinated through the LMU Campus Police and Security Office, the Office of the President, the Office of the VP of Administration, the Office of Campus Safety and Facility Management and the Office of Student Services.**

**E2Campus**

*LMU utilizes the E2Campus alert system to notify university members in the event of an emergency.* Current LMU employees and students are automatically enrolled in E2Campus and alerts are sent to your LMU email address. You can also add up to two phone numbers to your account if you would like to also be alerted by text message.

- To create an account you must have a valid Lincoln Memorial University email username and password. For help, contact the help desk at ishelpdesk@lmunet.edu or call 423.869.6911.
- It is a person’s choice to participate in this service. If you choose to participate you must sign-up ("opt-in") to receive text messages from E2Campus.
- If you change cell phone carriers, you will need to update your account, even if you keep the same phone number.
- Standard text messaging fees apply.

**Siren**

Lincoln Memorial University (LMU) has installed an Eclipse 8 omnidirectional siren to alert the community of public safety or weather-related emergencies on its main campus in Harrogate, Tennessee. The siren has been installed on the roof of the Tex Turner Arena at the back of campus. The LMU Police and Security control center will administer the siren.

The emergency siren is intended only to warn campus occupants that may be outside of buildings of impending severe weather or campus safety threats. The siren is intended to be an adjunct warning tool and will not replace any facet of LMU’s current alert system, E2Campus. It will work in conjunction with the system as another layer of communication. The Weather warning siren will be activated whenever severe weather is anticipated to pass through or near the Harrogate area and there is sufficient time to process the warning. As weather is very difficult to predict and severe weather may develop suddenly and without notice, the weather warning siren may not be able to be activated for every occurrence.

A two signal system will be employed through the siren. A steady tone will indicate a weather emergency, like a tornado warning. A low-high repeater tone will indicate a public safety threat. Both warnings should alert people to take appropriate action immediately.

**Disclosure Policy to Victims of Crime of Violence**

Lincoln Memorial University will, upon written request, disclose to the alleged victim of a crime of violence, the results of any disciplinary hearing conducted by the University against the student who is the alleged perpetrator of the crime or offence.

In all situations involving alleged sexual misconduct or other sexual violence, both the alleged victim and the alleged violator will simultaneously be notified in writing of the outcome any disciplinary hearing and/or appeal conducted by the University against the alleged violator.

**ASR Disclosure**

Lincoln Memorial University makes a good faith effort to obtain and report all relevant crime statistics in accordance with the Clery Act, the Violence Against Women Act (VAWA) and other federal and state regulations. Each year, a campus
notification is made to all enrolled students and current employees through Pathway. The notification provides the link to access the electronic version of the report. Copies of the report may also be obtained from the Campus Police and Security Office located in Tex Turner Arena. All prospective employees and students receive the following statement on their initial written communication from LMU:

Current consumer information, including LMU’s Annual Security Report, is available at: www.LMUnet.edu/consumer_information/

**Building Access and Security**

During regular business hours, buildings operated or controlled by Lincoln Memorial University (excluding residential facilities and certain restricted locations) are open to students, parents, employees, contractors, guests and invitees. During all non-business hours, access to campus buildings is by key (if issued) or approved swipe card access. Residence halls are secured 24 hours a day and utilize a combination of swipe card and key access.

Lincoln Memorial uses Cbord for swipe card access control. We currently use their flagship product CSGold. CSGold allows direct integration with our student information system, Ellucian Collegiate. Access control schedules are applied per building then per door within each building. Each building is maintained from a central server housed in the main LMU data center. Student, faculty and staff access is controlled based on class schedule and appropriate permissions. Each area has the potential to have custom access applied based on individual needs. All access controlled doors can be locked down in the event of an emergency from a central server or a mobile application. Custom schedules are applied to each area for all holidays and any events outside of normal operating hours. Logs are reviewed daily and are emailed directly to IT for daily audit.

In order to enhance campus facility security, the University maintains its own lock system consisting of a mathematically calculated system of keys that cannot be duplicated by any outside vendor. This type of lock and key system is specially designed for business and university facilities. Codes are customized by building and department. Keys are issued to faculty and staff based on need through a key request process.

At campus locations not directly controlled by LMU (such as the Kingsport Center for Higher Education), access is restricted during non-business/non-class hours.

**LMU Police and Security**

The LMU Campus Police and Security Office is administered and monitored through the Office of Campus Safety and Facility Management and by the VP of Administration. LMU Police Officers are armed and possess authorization to arrest, restrain or take into custody a person for violation of state law, law of Claiborne County or city ordinance.

The LMU Campus Police and Security Office have an excellent working and incident-reporting relationship with local authorities, including direct radio and phone contact in the event of an emergency. At least one police officer and one security officer is on duty seven days per week, 24 hours per day to secure campus facilities, protect and assist campus students, personnel and visitors and to monitor traffic regulations. The LMU Campus Police and Security Office is located on the lower concourse of Tex Turner Arena, next door to the University Post Office.

Lincoln Memorial University Police and Security Department is responsible for delivery of police services and the enforcement of all applicable laws, ordinances and University policy within the geographical boundaries of the Lincoln Memorial University Community and any property that is owned, leased, or controlled by Lincoln Memorial University.

Officers of the LMU Police and Security Department are authorized to perform their duties at all facilities or property owned, leased, or operated by the Lincoln Memorial University Board of Trustees, including public roads or rights-of-way which are contiguous to, within the perimeter of or connect between such facilities, property, or interests of LMU.
The Lincoln Memorial University Police and Security Department entered into a memorandum of understanding with the Sheriff of Claiborne County to establish, promote and maintain a continued, harmonious working relationship between the two entities. In addition to required training obtained through a Tennessee Peace Officers Standards Commission recognized program, each officer is given the designation of “special police officer” by the Sheriff of Claiborne County.

Upon request by the Sheriff and approved by the LMU Police and Security supervisory personnel, LMU Police and Security will provide assistance to the Claiborne County Sheriff’s Department at any location in reasonable proximity to the LMU Campus.

The University has entered into a contractual agreement with a licensed security organization at its Knoxville sites. This contractor provides uniformed armed security guards in full compliance with the State of Tennessee laws and requirements. The contractor retains an excellent working relationships with Knoxville Police Department for assistance. The jurisdiction for contracted security is within the facilities as well as outer perimeter operated under contractual agreement.

**Educational Programming**

Each year, the Office of Student Services provides educational programs designed to address the needs of LMU’s student body and further the mission of the University. The program schedule will be included within the monthly activities calendars. The topics include but are not limited to:

- Acquaintance Rape
- Conflict Resolution
- Crime Prevention
- Eating Disorders
- Financial Management
- Leadership Skills
- Roommate Problems/Solutions
- Personal Safety
- Self-Defense
- Sexual Assault & Harassment
- Sleeping Disorders
- Stress Management
- Study Habits

Educational programming for students occurs throughout the academic year in a variety of formats and locations. Additional resources for students include a subscription to Student Health 101, a fully integrated wellness communication system that provides valuable wellness content to students in an active way throughout the academic year.

The Human Resources department presents annual training/educational sessions for all employees. LMU also annually distributes a Faculty/Staff Emergency Procedures guide to all employees.

**Emergency Response and Evacuation**

**General Emergency**

1. Call emergency number: 423-869-6911 (6911 from any campus extension) or 911
2. Specify whether you need police, ambulance or fire
3. Have the following information available:
   - Building name
• Room number (If an apartment, apartment number and room letter)

4. If the emergency involves an injured person:
• Check the scene for safety; do not move the victim unless their life is endangered.
• Check the victim for consciousness, breathing, pulse, and bleeding.
• Remain on the phone with the emergency operator
• Remain with the victim until help arrives.

5. Inform Campus Police and Security (if you have not already done so) at 423-869-6911

Fire
If you detect a fire in its early stages:
1. Activate fire alarm
2. Call 911
3. Call Campus Police (423-869-6911)

If a fire alarm sounds:
1. Leave IMMEDIATELY and close the door behind you. Evacuate the building by the nearest exit. DO NOT use elevators.
2. Check the door for heat and the hall for smoke before exiting. If the door is hot, DO NOT OPEN THE DOOR.
3. If the door and door knob are not hot:
   • Leave lights on.
   • Close the windows, blinds open
   • Exit the room; close the door, leaving the door unlocked.

If the door is hot and you are trapped in your room:
• Close the door and seal the cracks around the door with any type material available.
• Open the window.
• Build a fire barrier against the door using your mattress and any other available furniture.
• Stay close to the window, signal for help.
• Always remember that smoke and heat rise; stay low to the floor.

4. Walk out according to Exit Plan
5. Do not try to locate or extinguish the fire when the fire alarm sounds. Leave through the nearest safe exit, and go at least 100 feet away from the building; DO NOT RE-ENTER THE BUILDING UNTIL GIVEN PERMISSION BY A UNIVERSITY OFFICIAL. In the event the fire is in a residence hall, report to your evacuation point after exiting the residence hall so that your presence is recorded. Remain there until you are given further instructions.

Severe Weather
• In the event of severe weather or a tornado, the E2Campus system and local media will alert the community. The university siren will also sound with a steady tone to indicate a weather emergency
• Follow directions given by your building’s Residence Life Staff, LMU Police or your building coordinator
• Stay inside and be alert to falling objects
• Stay away from windows, mirrors and unsecured objects such as bookcases
• Proceed to a below-ground level or central hallway of the building if possible or move to an interior hallway
• Do not use elevators
• Remain in the safe area until the “all clear” has been given
**Building Specific Plan (BSP)**

**Residence Hall**

Each semester, every residence hall shall develop a specific “Lockdown” procedure for their building. The LMU Campus Police and Security Office will assist in the development of these plans. The “Lockdown” procedure for each residence hall shall contain the following:

- The name of the Resident Assistant and their alternate, including contact information.
- Emergency telephone numbers
- Roles and responsibilities for building lockdown team, including contact information and identification of posts and designation of individual to provide status updates to LMU Campus Police and Security office.
- A current list of residents

Each semester, a copy of each residence hall’s lockdown procedures shall be filed with the LMU Campus Police and Security Office.

**Academic Building**

Each semester, academic buildings shall develop a specific lockdown procedure. The LMU Campus Police and Security Office will assist in the development of these plans. The lockdown procedure for each academic building shall contain the following:

- The name of the building emergency leader and their alternate, including contact information.
- Emergency telephone numbers.
- Roles and responsibilities for building lockdown team, including contact information, identification of posts and designation of an individual to provide status updates to LMU Campus Police and Security Office.
- If students are in class during a lockdown, procedures for the instructor to compile names and keep attendance to make sure everyone remains present and accounted for.
- Identification of areas or classrooms that can be secured to provide maximum safety for students, faculty, and staff during an emergency.

Each semester, a copy of each academic building’s lockdown procedure shall be filed with the LMU Campus Police and Security Office.

**Fire Alarm and Drill Report**

Each semester, every residence hall shall practice fire alarm drills at the beginning of each semester, and randomly throughout the semester. Fire alarm drills are to be taken seriously and procedures followed as if it were an actual emergency. Residential Life Staff are trained at the beginning of the semester and the staff member on site will be responsible for following procedures.

- Each time a Fire Alarm is sounded in your building a Fire Alarm and Drill Report should be completed.
- This report must be emailed to the Director of Residential Life and to Campus Police within 24 hours of the alarm.

**Alcohol and Drug Policy**

In compliance with Section 1213 of the Higher Education Act of 1965, as added by Section 22 of the Drug Free Schools and Communities Amendments of 1989 (Public Law 101-226), LMU offers a drug prevention program through the Office of Counseling and Lifestyle Management within the Office of Student Services. The program emphasizes the University’s policy on illicit drugs and alcohol, legal and University sanctions for illicit use, and a description of health risks associated with the use of illicit drugs and alcohol, counseling and treatment available to the campus community.

Alcoholic Beverages NOTE : “The President of the University or his/her designee shall have the right to approve written policies that supersede subsections b, c, d, e and g at his or her discretion and for a period of time that he/she specifies.”

a. Underage Consumption of Alcohol
• Any person under the age of twenty-one (21) who possesses and/or consumes alcoholic beverages on the premises of the University or at any University-sponsored event/trips shall be found in violation of this section.

b. Violation of Volume Provision for Alcoholic Beverages
• Any individual who is found to have more than six (6) cans or seventy-two (72) fluid ounces of beer or wine in his/her possession while in a residence hall shall be found in violation of this section.
• No glass containers, liquor, or kegs are allowed. Home brew or kits of any kind are not allowed. A maximum of thirty-six (36) cans or 432 ounces are allowed per suite in the residence halls of DB1, DB2, and DB3. This is a maximum of one 6 pack cans of beer per person.

c. Possession of University-Prohibited Alcoholic Beverages
• Any student found to be in possession of any type of alcoholic beverage other than what is defined in section b shall be found in violation of this section.

d. Violation of Conveyance Provision for Alcoholic Beverages
• Any person who brings an alcoholic beverage onto University property must convey the substance in a sealed container that also reasonably conceals its contents. Any person who fails to comply with this provision will be found in violation of this section.

e. Consumption of Alcohol in an Unauthorized Area
• An individual who may lawfully consume alcohol as defined by state and federal law according to the criteria set forth in this section may do so in a residence hall room/suite, if and only if, all residents/guests within the room/suite are over twenty one (21) years of age as validated by student identification card. All students are allowed one guest. Any student who fails to comply with this provision shall be found in violation of this section. This rule shall not apply in instances where the University authorizes the consumption of alcohol in other locations.

f. Athletics and Academic Programs
• Coaches and/or program administrators reserve the right to prohibit the consumption of alcohol within their respective programs. In the event of a conflict, athletic team rules will supersede.

g. Class Attendance or Athletic/Social Event
• Attending class, athletic, or social event while intoxicated is prohibited and shall be found in violation of this section.

h. Public Intoxication
• Any person found to be intoxicated on University Property or at a University-sponsored event/trip, whether such intoxication results from alcohol, narcotic drug or other intoxicant or drug shall be found in violation of this section.

i. Supplying Alcohol to an Underage Individual
• Any person who provides alcohol to another person who is under the age of twenty-one (21) shall be found in violation of this section. Any student/individual that buys or gives alcohol to another student/individual under the age of 18 will be charged with contributing to the delinquency of a minor and DCS will be contacted.


(a) Except as provided in § 39-15-413:

(1) It is an offense for a person to persuade, entice or send a minor to any place where alcoholic beverages, as defined in § 57-3-101(a)(1)(A), or beer, as defined in § 57-5-101 (b), are sold, to buy or otherwise procure alcoholic beverages or beer in any quantity, for the use of the minor, or for the use of any other person;
(2) It is an offense for a person to give or buy alcoholic beverages or beer for or on behalf of any minor or to cause alcohol to be given or bought for or on behalf of any minor for any purpose; and

(3) (A) As used in this subdivision (a)(3), "underage adult" means a person who is at least eighteen (18) years of age but less than twenty-one (21) years of age;

(B) It is an offense for any owner, occupant or other person having a lawful right to the exclusive use and enjoyment of property to knowingly allow a person to consume alcoholic beverages, wine or beer on the property; provided, that the owner, occupant or other person knows that, at the time of the offense, the person consuming is an underage adult;

(C) It is an affirmative defense to prosecution under subdivision (a)(3)(B) that the defendant acted upon a reasonably held belief that the underage adult was twenty-one (21) years of age or older;

(D) Subdivision (a)(3)(B) does not apply to consumption or possession of a de minimis quantity of alcohol or wine by an underage adult as permitted by § 1-3-113(b)(2);

(E) Nothing in this subdivision (a)(3) shall be construed, in any way whatsoever, to affect:

(i) Standards for imposing civil liability on social hosts pursuant to § 57-10-101;

(ii) Standards, established pursuant to § 37-1-156(a), for imposing criminal liability on adults who contribute or encourage the delinquency or unruly behavior of a child, as defined in § 37-1-102(b)(4); or

(iii) Standards, established pursuant to § 39-11-404, for imposing criminal liability on corporations.

(b) As used in this section, "minor" means a person under twenty-one (21) years of age.

(c) It is an affirmative defense to prosecution under this section that any person accused of giving or buying alcoholic beverages or beer for a minor acted upon a reasonably held belief that the minor was of legal age. The belief may be acquired by virtue of the minor making a false statement or presenting false identification that indicates that the minor is twenty-one (21) years of age or older.

(d) A violation of subsection (a) is a Class A misdemeanor and, in addition to the penalties authorized by § 40-35-111, the offender shall be sentenced to one hundred (100) hours of community service work. In addition to the penalties established in this subsection (d), the court having jurisdiction over the offender may, in its discretion, prepare and send an order for denial of the offender's driving privileges to the department of safety, driver control division. The offender may apply to the court for a restricted driver license, which may be issued in accordance with the provisions of § 55-50-502. In the event an offender does not possess a valid driver license, the court having jurisdiction over the offender may, in its discretion, increase the offender's sentence to a maximum of two hundred (200) hours of community service work.

(e) If a person engages in conduct that violates this section, as well as any other section, nothing in this section shall be construed to prohibit the prosecution and conviction of the person under this section or any other applicable section.

(f) Nothing in this section shall be construed to affect the provisions of §§ 57-10-101 and 57-10-102 in any way whatsoever.
Rules of Conduct Related to Alcohol and Drugs
UNDERGRADUATE STUDENTS UNDER THE AGE OF 21 MAY NOT POSSESS, CONSUME, SELL, USE, OR BE IN THE PRESENCE OF ALCOHOLIC BEVERAGES. NO STUDENT MAY POSSESS NON-MEDICALLY PRESCRIBED DRUGS ON CAMPUS GROUNDS, IN UNIVERSITY BUILDINGS, OR AT UNIVERSITY ACTIVITIES.

Students apprehended and/or arrested for drug or alcohol consumption, possession, or intoxication will be reported to the Tennessee Bureau of Investigation (TBI) in LMU’s monthly crime statistics report.

TCA 39.17.402(12):

(12) “Drug paraphernalia” means all equipment, products and materials of any kind which are used, intended for use, or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling or otherwise introducing into the human body, a controlled substance as defined in subdivision (4). “Drug paraphernalia” includes, but is not limited to:

(A) Isomerization devices used, intended for use, or designed for use in increasing the potency of any species of plant that is a controlled substance.

(B) Testing equipment used, intended for use, or designed for use in identifying, or in analyzing the strength, effectiveness or purity of controlled substances; and

(C) Objects used, intended for use, or designed for use in ingesting, inhaling, or otherwise introducing marijuana, cocaine, hashish, or hashish oil into the human body, such as:

   (i) Metal, acrylic, glass, stone, or plastic pipes with or without screens, permanent screens, hashish heads, or punctured metal bowls;
   (ii) Water pipes;
   (iii) Carburetion tubes and devices;
   (iv) Smoking and carburetion masks;
   (v) Chamber pipes;
   (vi) Carburetor pipes;
   (vii) Electric pipes;
   (viii) Chillums;
   (ix) Bongs; and
   (x) Ice pipes or chillers

Additionally, hookahs are prohibited on campus.

Athletes receiving financial aid are required to sign statements concerning their non-use of alcohol and illicit substances to be eligible for these programs. Students are urged to carefully read and consider the statement they are signing, as violation of these policies may result in forfeiture of financial aid and/or athletic privileges, as well as dismissal from the institution. University sanctions are harsher than those dictated for athletic or financial aid participation, and the University sanctions supersede those for athletics and financial aid in those cases.

Disciplinary Action Related to Alcohol and Drug Violations
Disciplinary sanctions will result from standards of conduct violations regarding the unlawful possession, use, or distribution of illicit drugs and alcohol on LMU property or as a part of any LMU activities. Student consumption, possession, sale, distribution, or being in the presence of alcohol and other drugs on the LMU campus is prohibited. Sanctions include, but are not limited to:
Possession, consumption OR being in the presence of alcohol:

1. First offense disciplinary procedures (cumulative during time at LMU): required completion of on-line seminar provided by the Office of Student Services. Contact with parent or guardians if under 21 (unless the student can prove independent student status); 10 hours of community service (may include personal development research/writing concerning infraction); if under 21, a possible drug / alcohol counseling referral; and/or $50 fine. When determined appropriate by the Associate Dean of Students, an alcohol/drug referral to the LMU counselor may be required.

2. Second offense disciplinary procedures (cumulative during time at LMU): required refresher seminar provided by the Office of Student Services; contact to parent or guardians if under 21 (unless the student can prove independent student status); 20 hours of community service (may include personal development research / writing concerning infraction); mandatory drug / alcohol counseling referral; and / or $100 fine.

3. Third offense procedures (cumulative during time at LMU): low-risk choices conferencing with Student Services, parent or guardian contact, 30 hours community service, mandatory counseling referral, $150 fine; if resident, a re-evaluation of residential status.

4. Students 21 years of age or older found in violation of the alcohol policy are subject to consequences. See section I of Judicial Procedures, paragraph C.

5. Sale and/or distribution to a minor: Removal from the residence hall with no refund of housing fees and revocation of visitation privileges in any campus residence hall.

6. Public intoxication: Those who are violent, uncontrollable, or aggressive are subject to arrest.

7. Alcohol served, used, or sold at student activities on campus will result in the probation and/or suspension of the sponsoring organization (undergraduate only).

8. Possession, consumption, sale, or use of illicit drugs is against local, state, and Federal law. Up to suspension and/or expulsion from the university and arrest are possible consequences of these serious infractions.

**Graduate Level Housing and LMU Events**

Alcohol may be possessed and consumed by graduate students who reside in graduate housing. The residence halls where adults may possess and/or consume alcohol are University Inn, Lee, Mars, Shelton and Langley Halls. Public intoxication on these properties will not be tolerated.

**Educational Programming**

LMU conducts regular programs to educate its students, faculty, and staff that consumption and/or abuse of alcohol and other drugs may alter behavior, distort perception, impair thinking, impede judgment, and lead to physical or psychological dependence.

The scope and impact of health risks from alcohol and drug abuse are both alarming and well-documented, ranging from mood-altering to life-threatening, with consequences that extend beyond the individual to family, organizations and society. There are physical, emotional, spiritual, social and occupational risks involved with the use of alcohol and drugs. Some of the physical health risks of drug use include, but are not limited to heart problems, infections, malnutrition, convulsions, respiratory paralysis, emphysema, high blood pressure, and possible death. Drug use can also lead to legal problems, financial hardships, and social and occupational difficulties. Some of the physical risks of using alcohol are chronic addiction, blood disorders, brain damage, cirrhosis, hepatitis, heart problems, lung infection and stomach ulcers. Mentally, there may be increased stress, depression, contemplation of suicide, impaired thought process, memory loss, and increased incidents of psychosis.
Counseling, Treatment and Rehabilitation

LMU provides a comprehensive alcohol and drug prevention program for students in need of assistance. Faculty, staff, students, and concerned family members may refer students for an initial assessment to the counseling office. An extensive resource catalog is housed in the counseling office with listings of service providers located in Kentucky, Tennessee, and Virginia. Students receiving counseling on campus because of alcohol, drug, or personal concerns can do so with the assurance that strict counseling confidentiality will be observed. Through the Director of Counseling Services, students may receive assessment, intervention, and referral services free of charge. While some on-campus counseling may be required, this is generally of a brief duration depending upon each student's circumstances. If dismissal from the university is made, assessment and rehabilitation at the student's expense may be required for re-entry to the institution.

Wellness Resources are available from the Office of Student Services, the Tagge Center for Academic Excellence, the Library Computer Lab and in the Athletic Department. Additional literature and videotapes are available at the circulation desk in the library for research and personal use.

Jurisdictions and Statutory Definitions of Stalking

Lincoln Memorial University is authorized to operate programs and/or learning sites in Tennessee, Virginia and Kentucky

Tenn. Code Ann. § 39-17-315 “Stalking” means a willful course of conduct involving repeated or continuing harassment of another individual that would cause a reasonable person to feel terrorized, frightened, intimidated, threatened, harassed, or molested, and that actually causes the victim to feel terrorized, frightened, intimidated, threatened, harassed, or molested.

Ky. Rev. Stat. § 508.130(1)(a) To “stalk” means to engage in an intentional course of conduct:
   (1) Directed at a specific person or persons; (2) Which seriously alarms, annoys, intimidates, or harasses the person or persons; and (3) Which serves no legitimate purpose. (b) The course of conduct shall be that which would cause a reasonable person to suffer substantial mental distress.
   (2) “Course of conduct” means a pattern of conduct composed of two (2) or more acts, evidencing a continuity of purpose. One (1) or more of these acts may include the use of any equipment, instrument, machine, or other device by which communication or information is transmitted, including computers, the Internet or other electronic network, cameras or other recording devices, telephones or other personal communications devices, scanners or other copying devices, and any device that enables the use of a transmitting device. Constitutionally protected activity is not included within the meaning of “course of conduct.” If the defendant claims that he was engaged in constitutionally protected activity, the court shall determine the validity of that claim as a matter of law and, if found valid, shall exclude that activity from evidence.

Va. Ann. Code § 18.2-60.3 Any person, except a law-enforcement officer, as defined in § 9.1-101, and acting in the performance of his official duties, and a registered private investigator, as defined in § 9.1-138, who is regulated in accordance with § 9.1-139 and acting in the course of his legitimate business, who on more than one occasion engages in conduct directed at another person with the intent to place, or when he knows or reasonably should know that the conduct places that other person in reasonable fear of death, criminal sexual assault, or bodily injury to that other person or to that other person’s family or household member is guilty of a Class 1 misdemeanor.
Missing Person Policy

LMU Missing Residential Student Notification Procedure

I. Purpose
To establish policy and procedures in compliance with Section 488 of the Higher Education Act of 2008 for the LMU community regarding the reporting, investigation and required emergency notification when a Residential Student is deemed to be missing.

II. Scope
While the scope of policy and procedures is directed primarily to Residential Students and the staffs of the Division of Student Services and Campus Police and Security Department, all members of the academic community, students, faculty, staff, and administrators, share the responsibility of reporting to designated university officials when they believe that a student is missing.

III. Definitions
A. Residential Student - For purposes of this policy, a Residential Student is a student who resides in any on-campus student housing facility that is owned or controlled by the University who is currently enrolled at the University.

B. Missing - For purposes of this policy, a Residential Student will be considered missing if he/she is overdue in reaching home, campus or another specific location past his/her expected arrival, additional factors lead University staff to believe he/she is missing, and a check of his/her residence supports that determination.

IV. Notification to Residential Students
A. Residential Students are to be informed that, in addition to providing an emergency contact, they have the option to confidentially identify an individual, and his/her telephone number(s), to be contacted by the institution not later than 24 hours after the time that the student is determined missing. Students will be expected to provide contact information when checking into their on-campus housing facility and are responsible for ensuring that the contact information is up-to-date and accurate. The missing person contact information will be considered confidential, releasable only to authorized campus officials including Campus Security and Police, for the purposes of implementing the procedure outlined in this policy.

B. Residential Students who are under 18 years of age and not emancipated individuals, are to be informed that the University is required to notify a custodial parent or guardian in addition to the confidential missing person contact, not later than 24 hours after the time that the student is determined to be missing.

C. Residential Students are to be informed that the University will immediately notify Campus Security and Police when it receives information that a residential student may be missing.

V. Procedures for Reporting and for Investigating Missing Students
A. Any University employee who receives a report that a student is missing, or has independent information that a student is missing, must immediately report the information or evidence to Housing and Residential Life or Campus Security and Police. If Campus Security and Police is initially contacted, they will notify Housing and Residential Life, whose staff will determine whether the student is a Residential Student. If Housing and Residential Life is initially contacted, they will immediately notify Public Safety.

B. If the student is not a Residential Student, Campus Security and Police will make a determination if additional action is needed.

C. If the student is a Residential Student, the Housing and Residential Life staff will conduct a preliminary investigation in order to verify the situation and to determine the circumstances which exist relating to the reported missing student.
1. A staff member will attempt to contact the student via his/her residence hall telephone and/or cell phone.

2. If the subject student cannot be reached by telephone, Housing and Residential Life staff will contact Campus Security and Police to assist with a welfare check. Housing and Residential Life staff and Campus Security and Police will visit the room of the Residential Student in question to verify his/her whereabouts and/or wellness, and, in some cases, deliver a message to contact a parent or family member who is searching for him/her.

3. If the Residential Student is not at the room, but the room is occupied, Housing and Residential Life staff will attempt to gain information on the student's whereabouts and/or wellness from questioning the occupants.

4. If there is no response when the staff knocks on the door of the room or there are occupants who do not know of the subject student's whereabouts, Housing and Residential Life staff along with Campus Security and Police as back-up will enter into the room in question, by key if necessary, to perform a health and safety inspection. Housing and Residential Life staff under the observation of Campus Security and Police will take note of the condition of the room and look for visible personal property (wallet, keys, cell phone, clothing, etc.) which might provide clues as to whether the subject student has taken an extended trip or leave from the residence hall.

5. If the student is not found in the room, Housing and Residential Life staff will attempt to gain information on the student's whereabouts from roommates, other members of the residential community, or other friends. Housing and Residential Life staff will also attempt to acquire additional phone numbers for the subject student (if not already on file) and use them to initiate contact.

6. At any step in the process, staff members will immediately report any suspicious findings to Campus Security and Police.

7. If all of these steps do not provide Housing and Residential Life staff with an opportunity to speak with the missing resident or to learn his/her whereabouts, Campus Security and Police will take over the investigation.

8. If the missing student is determined to be under the age of twenty-one, Campus Security and Police will follow the reporting requirements set forth by Suzanne’s Law, 42 U.S.C. §5779. This requirement provides that, “In general, each Federal, State, and local law enforcement agency shall report each case of a missing child under the age of 21 reported to such agency to the National Crime Information Center of the Department of Justice.” A TBI missing child report will also be completed as part of the reporting process.

9. If the missing student is determined to be under the age of eighteen, Housing and Residential Life staff will notify Campus Security and Police who will contact the student’s custodial parent or guardian within 24 hours of being deemed missing. In all cases, Campus Security and Police will notify the student's designated confidential contact within 24 hours after the student is determined to be missing.

10. If these steps provide Housing and Residential Life staff with an opportunity to speak with the missing Residential Student, verification of the student's state of health and intention of returning to campus is made. If needed, a referral will be made to the LMU Counseling Office. Campus Security and Police will be notified that contact has been made with the subject student.
Sexual Harassment and Misconduct Policy

Lincoln Memorial University is committed to upholding the principals of Abraham Lincoln’s life: a dedication to individual liberty, responsibility and improvement, a respect for citizenship, and recognition of the intrinsic value of high moral and ethical standards. These principals form the basis for LMU’s Sexual Harassment and Misconduct policy and provide the foundation for discipline for violations of this policy.

Freedom and liberty from unwanted, unwelcome, or coerced sexual contact is the right of every member of the campus community. Individual responsibility and recognition of the intrinsic value of high moral and ethical standards are guiding principles for every member of the campus community to foster an atmosphere that does not tolerate unwanted sexual contact or sexual violence.

LMU does not tolerate sexual misconduct or other sexual violence committed on or off campus by or against any sector of the campus community. LMU responds to and investigates any report of sexual misconduct and cooperates with investigations conducted by law enforcement agencies. LMU will investigate all allegations of sexual misconduct, even if the appropriate criminal justice authorities choose not to prosecute. Sexual misconduct that is in violation of University policy, even if such conduct does not violate criminal law, will lead to disciplinary action, up to and including dismissal from the University.

Persons of any gender, sexual orientation, or gender identity, can be the victim or perpetrator of sexual misconduct or other sexual violence. All members of the campus community have the right to be free from sexual misconduct or other sexual violence regardless of gender, sexual orientation, or gender identity. The University encourages all members of the University community to be aware of both the consequences of sexual misconduct and the options available to victims. The University urges victims to seek assistance using appropriate resources.

What constitutes Sexual Misconduct?

Sexual misconduct incorporates a range of behaviors including sexual assault, sexual harassment, intimate partner (domestic) violence, stalking, voyeurism, and any other conduct of a sexual nature that is nonconsensual, or has the purpose or effect of threatening, intimidating, or coercing another person.

Making photographs, video, or other visual or auditory recordings of a sexual nature of another person without express permission of all parties being recorded, constitutes sexual misconduct, even if the activity documented was consensual. Similarly, sharing such recordings or other sexually harassing electronic communications without consent of all parties is a form of sexual misconduct.

**Sexual Assault** is sexual contact without another person’s consent by force, intimidation or through the use of a victim’s mental capacity, a state of intoxication, physical inability, physical helplessness (i.e. due to alcohol, drugs, unconsciousness, etc.), or the victim is under the age of consent. It includes, but is not limited to, rape (sexual penetration of any body orifice without consent), attempted rape, forcible sodomy, or intentional touching of a person’s intimate parts (genitals, groin, breast or buttocks).

**Stalking** is unwanted or obsessive attention by an individual towards another person that instills fear in the person who is the subject of the attention. Stalking behaviors may include persistent patterns of leaving or sending the other person unwanted items or presents, following or laying wait for the other person, damaging or threatening to damage the other person’s property, defaming the other person or harassing the other person via social media, email or text messaging.

**Domestic Violence** is abusive behavior in any relationship that is used by one partner to harm, gain or maintain power and control over another intimate partner. Domestic violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person.
**Dating Violence** is abusive behavior in a dating relationship that is used by one partner to harm, gain or maintain power and control over another person. Dating violence can be verbal, physical, sexual, emotional, or psychological actions or threats of actions that influence another person.

**Sexual Harassment** is defined as unwelcome sexual advances, requests for sexual favors or other verbal or physical contact of a sexual nature. Sexual harassment refers to behavior that is not welcome, is personally offensive, is debilitating to morale and interferes with academic or work effectiveness. It frequently (though not necessarily) occurs as an abuse of authority where the parties are in an unequal power relationship.

This conduct constitutes unlawful sexual harassment when:

1. Submission to this conduct is explicitly or implicitly made a term or condition of an individual’s employment or academic success;
2. Submission to or rejection of this conduct is used as the basis for an employment or academic decision; or
3. Such conduct has the purpose or effect of unreasonably interfering with an individual’s work or academic performance or creating an intimidating, hostile or offensive work environment.

Sexual harassment may take different forms. One specific form is the demand for sexual favors. Other forms of harassment can include:

- **Verbal:** Sexual innuendoes, suggestive comments, jokes of a sexual nature, sexual propositions, implied or explicit threats, and offensive or obscene language.

- **Non-Verbal:** Sexually suggestive objects, graffiti, cartoons, posters, calendars, writings, pictures, graphic commentaries, suggestive or insulting sounds, leering, whistling, stalking, staring and making obscene gestures.

While sexual harassment may typically involve members of the opposite sex, it also includes “same sex harassment,” (i.e., males harassing males and females harassing females because of the recipient’s sex).

Sexual harassment may be subtle or overt. Some behavior that may be appropriate in a social setting is not appropriate in the workplace or in an academic environment. Regardless of the form it takes (verbal, non-verbal or physical), sexual harassment is inherently destructive, insulting and demeaning to the recipient and will not be tolerated at LMU.

In determining whether any alleged behavior constitutes a violation of LMU’s Sexual Harassment and Misconduct policy, consideration will be given to the record of the incident as a whole and the totality of the circumstances, including the context in which the incidents occurred.

**Other Discriminatory Harassment**

Other discriminatory harassment is verbal or physical conduct that denigrates or shows hostility or aversion toward an individual because of age, color, creed, disability, ethnic/national origin, gender, military status, pregnancy, race, religion, genetic information, sexual orientation, or other protected discriminatory factor, when such conduct (1) has the purpose or effect of creating an intimidating, hostile or offensive work or academic environment; (2) has the purpose or effect of unreasonably interfering with an individual’s work or academic performance; or (3) otherwise adversely affects an individual’s employment or academic opportunities.

Examples of discriminatory harassing conduct include, but are not limited to, using epithets, slurs, negative stereotyping, threatening, intimidating or hostile acts or words, or showing, exhibiting or creating written or graphic material that
denigrates or shows aversion or hostility toward an individual or group because of age, color, creed, disability, ethnic/national origin, gender, military status, pregnancy, race, religion, genetic information, sexual orientation, or other protected discriminatory factor.

All students, faculty and staff must avoid any action or conduct that might be viewed as discriminatory harassment (whether sexual or other). Approval of, participation in or acquiescence to conduct constituting such harassment is a violation of University policy. Note: Individuals may be disciplined for behavior which is not so severe as to independently constitute unlawful harassment (whether sexual or other), but which is nonetheless offensive.

What constitutes consent?
LMU defines consent as the act of willingly agreeing to engage in specific sexual behavior. Consent requires that every party have the choice and ability to say “yes” or “no” to such behavior, conduct or action.

- A person whose capacity is diminished because of drugs or alcohol may not be able to consent
- A person who is under the age of consent, as defined by state law, cannot consent
- A person with mental defect may not be able to consent
- Silence or non-communication cannot be interpreted as consent
- Consent given in response to coercion, violence, or threat of violence is not consent
- A current or prior dating or sexual relationship does not constitute consent

At any point during a sexual encounter, a party may withdraw consent. After consent is withdrawn, further sexual contact is sexual assault.

Title IX Coordinator
LMU employs a Title IX Coordinator responsible for:
- Providing notification and education of Title IX rights and responsibilities
- Consultation, investigation, and disposition of all inquiries and complaints of alleged discrimination, harassment and/or sexual misconduct
- Providing victim services as necessary
- Providing institutional monitoring and compliance assurance

The Title IX Coordinator is assisted by Deputy Title IX Coordinators including: the Dean of Students and the Associate Dean of Students (for student issues), the Director of Human Resources (for employee issues) and the LMU Sexual Misconduct Response Team (SMRT).

Complaint and Reporting Procedure

Individuals who experience, witness or are otherwise informed that an incident of sexual misconduct has occurred should, with the victim’s permission, contact local law enforcement, LMU Campus Police, an LMU security officer, or a University official as soon as possible. Prompt reporting is important in order to preserve available evidence, to obtain necessary treatment and support for the victim, and to prevent further harm to others. If possible, a victim of sexual assault should not shower or change clothes before receiving medical treatment. Complaints of any kind of sexual misconduct will be investigated with regard for the confidentiality and protection of all persons involved in the case.

All complaints or reports should be directed to the Title IX Coordinator. Complaints may also be directed to the Director of Human Resources, the Dean of Students or the Associate Dean of Students.

Troy Poore, Title IX Coordinator
(423) 869-7103 or titleixcomplaints@LMUnet.edu

Libby King, Director of Human Resources
(423) 869-6358 or libby.king@LMUnet.edu
Dr. Mary Ann Searle, Dean of Students  
(423) 869-6849 or mary.searle@LMUnet.edu

Associate Dean of Students  
(423) 869-6433

A person who believes they are a victim of sexual assault should notify the LMU Police Department (423-869-6911) or the Claiborne County Sheriff (911). University personnel will arrange transportation to the emergency room for medical care and evidence collection. LMU employs a police officer certified in Advanced Domestic Violence, Child Abuse and Sexual Assault investigation.

Anonymous Reporting

The LMU Campus Police has established a confidential tip line through which individuals can share information anonymously. Telephone calls received on the tip line are recorded on a voice message system but callers will not be identified unless the caller leaves their identifying or contact information in their recorded message.

LMU Tip Line: (423) 869-7159

A text message option is also available. Just text your report to 50911, type keyword LMUtip, followed by your information.

Assistance for Victims

A Counselor or Advocate with expertise in working with victims of sexual assault is available at the hospital emergency room. If a Counselor or Advocate is not available, the University will arrange for this service to be provided to the victim. The Counselor/Advocate can discuss options and alternatives and will help identify the most appropriate support services.

The University will assist victims in notifying the appropriate legal authorities should the victim wish to do so. The University will also assist victims in finding alternate on-campus housing accommodations, if requested, and in making any additional accommodations to remedy the effects of the misconduct, including changes to academic or work situations.

It is important that a victim understand the value of obtaining and/or receiving help in dealing with the impact of being a victim of a crime or of sexual misconduct. Existing counseling, mental health or student services for victims of sexual assault include:

LMU Counseling Services: (423) 869-6401 or (423) 869-6014

CEASE: a community resource that helps victims of sexual assault. Call the 24-hour crisis line at (423) 581-2220. Claiborne, Grainger, Hamblen, Hancock, Hawkins and Union counties in Tennessee call toll-free (800) 303-2220.

National Sexual Assault Hotline: (800) 656-HOPE

National Suicide Prevention Lifeline: (800) 273-TALK

Education and Information

On-going sexual misconduct prevention education is part of the college experience at LMU. The Office of Student Services presents mandatory sexual misconduct prevention seminars at the beginning of each academic year.
programming for students also occurs throughout the academic year in a variety of formats and locations. Additional resources for students include a subscription to Student Health 101, a fully integrated wellness communication system that provides valuable wellness content to students in an active way throughout the academic year.

The Human Resources department presents annual training/educational sessions for all employees. Prevention literature is available in the DAR Student Services suite, the Tagge Center for Academic Excellence, the Counseling Office and the Human Resources office.

**Sex Offender Notification**

Faculty, staff and students are encouraged to visit the appropriate Sex Offender Registry for information about registered sex offenders living near an LMU campus.

The Tennessee Sex Offender Registry is available at:
http://www.tbi.state.tn.us/sex_ofender_reg/sex_ofender_reg.shtml

The Kentucky Sex Offender Registry is available at:
http://kspsor.state.ky.us/

The Virginia Sex Offender Registry is available at:
http://sex-offender.vsp.virginia.gov/sor/

**Disciplinary Procedures for Sexual Misconduct or other Sexual Violence**

For students the adjudication procedures outlined for Campus Policy Violations section of the Student Handbook will be followed.

For faculty or staff the Discipline Policy outlined in the Faculty Staff Policy Manual will be followed.

In all situations involving alleged sexual misconduct or other sexual violence:

- The person charged with determining whether sexual misconduct or other sexual violence occurred shall offer equal access and time to the alleged victim and the alleged violator
- The person charged with determining whether sexual misconduct or other sexual violence occurred shall review all evidence offered regarding the allegation of sexual misconduct or other sexual violence, including but not limited to, verbal or written witness statements, verbal or written statements by the alleged victim, verbal or written statements by the alleged violator, and any other material offered by the alleged victim or the alleged violator, or available to person determining the issue. All information deemed likely credible and relevant may be considered by the person determining the matter
- The person hearing the matter shall find the sexual misconduct or other sexual violence did occur if upon review of the evidence it is more likely than not that sexual assault or sexual violence occurred
- Both the alleged victim and the alleged violator are entitled to have an advisor present with them at all stages of the hearing and/or appeal process. The advisor may not participate in the hearing and/or appeal
- Both the alleged victim and the alleged violator are entitled to request that the person hearing the matter be recused if either feels there may be a conflict of interest. In this case, the University will designate an alternate person to hear the matter
- The person hearing the matter shall notify both the alleged victim and the alleged violator simultaneously in writing of the outcome of the investigation, hearing and/or any appeal
- Both the alleged victim and the alleged violator may appeal as outlined in the Student Handbook or the Faculty Staff Policy Manual
In all cases of alleged sexual misconduct, LMU will take immediate steps to protect the accuser and the rights of the accused pending the outcome of the investigation and any disciplinary proceeding. Such interim steps include but are not limited to: changes to campus housing assignments, changes to academic or work schedules, the ability to withdraw from a class without penalty, no contact orders, etc.

**Mandatory Reporters and Confidentiality**

All LMU faculty and staff are mandatory reporters. If any faculty or staff learns of sexual misconduct, discrimination, or sexual assault, they must take prompt action to report it to the Title IX Coordinator. Faculty or staff that have knowledge of serious crimes on campus including murder, manslaughter, robbery, aggravated assault, burglary, car theft, arson, arrest for weapons violations, arrest for drug abuse violations, arrest for liquor law violations, or hate crimes must report those crimes to campus police.

LMU will make every reasonable effort to protect the privacy of individuals involved in all consultations, investigations, and hearings, insofar as is it feasible, considering the University’s duty to investigate the complaint and take appropriate action. If a victim discloses an incident to an employee but wishes to maintain confidentiality or requests that no investigation into a particular incident be conducted or disciplinary action taken, the University will weigh that request against the University’s obligation to provide a safe, non-discriminatory environment for all community members, including the victim. If the University honors the request for confidentiality, a victim must understand that the University’s ability to meaningfully investigate the incident and pursue disciplinary action against the alleged violator(s) may be limited. However, LMU may still take steps to limit the effects of the alleged sexual misconduct and prevent its recurrence. Such steps could include but are not limited to: increased monitoring, supervision or security at the site of the alleged misconduct, additional training or educational programming for students or employees, etc.

A request for confidentiality does not negate LMU’s responsibility to include the incident in any required statistical summary, such as the Annual Security Report, required by law. Although rare, there are times when the University may not be able to honor a victim’s request in order to provide a safe, non-discriminatory environment for all students.

LMU has designated the Title IX Coordinator, in consultation with appropriate University personnel, to evaluate requests for confidentiality once a mandatory reporter is on notice of alleged sexual misconduct.

LMU will retain confidential documentation of all allegations and investigations and will take appropriate corrective action to remedy all violations of the confidentiality policy.

**Intimidation and Retaliation**

Intimidation of or retaliation against any complaining individual, any witness, or anyone involved in a sexual misconduct, harassment, or discrimination complaint is strictly prohibited. LMU will monitor any complaint or investigation, as appropriate, to ensure that no intimidation or retaliation occurs. Individuals should immediately report any perceived intimidation or retaliation to the Title IX Coordinator, the Director of Human Resources, the Dean of Students or the Associate Dean of Students. The University will not tolerate intimidation or retaliation and will take prompt and immediate steps to eliminate it and prevent any reoccurrence.

**Disclosure**

Lincoln Memorial University makes a good faith effort to obtain and report all relevant crime statistics in accordance with the Clery Act, the Violence Against Women Act (VAWA) and other federal and state regulations. Current consumer information, including LMU’s Annual Security Report, is available at: [http://www.lmunet.edu/about-lmu/consumer-information](http://www.lmunet.edu/about-lmu/consumer-information)