

**METROPOLITAN**  
COMMUNITY COLLEGE



**Annual Security and  
Fire Safety Report**

Fall 2011

*“The safety of students, faculty, staff and visitors is a top priority at Metropolitan Community College.”*

David J. Friend  
*Chief of Police and Director of Emergency Management*

# Table of Contents

## Public Safety Overview

Law Enforcement Policy .....	2
Reporting .....	2

## Campus Policies

Timely Notification.....	3
Emergencies On Campus .....	4
Emergency Response and Evacuation Procedure .....	4
Drugs and Alcohol Policy .....	5
Weapons Possession .....	5
Sexual Harassment .....	6
Sex Offender Notification .....	6
Missing Students .....	7–8
Campus Residential Fire Prevention .....	8–9

## Safety Tips

You Can Help .....	10
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## Campus Crime and Arrest Statistics

2008 .....	11
2009 .....	12
2010 .....	13–14

## Fire Statistics

2010 .....	14
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Publication of  
**The Department of Public Safety  
Security and Law Enforcement Divisions**  
**Metropolitan Community College**  
*David Friend, Chief of Police*

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## Public Safety Overview

Metropolitan Community College's (MCC) Public Safety Department is responsible for providing security, responding to medical and fire emergencies, responding to traffic accidents, enforcement of campus rules and regulations and various other services. Public Safety Officers are located at the Elkhorn Valley, Fort Omaha and South Omaha campuses and the Fremont Area Center. The Security staff is comprised of two distinct types of officers: law enforcement officers who are trained, certified by the state of Nebraska and have arrest powers; and security officers who are also trained and provide for the security of students, faculty, staff and visitors but do not have the power of arrest. The law enforcement officers are distinguished by their uniforms patches, which distinctively say "POLICE." This service is available 24 hours per day, seven days per week.

### LAW ENFORCEMENT POLICY

In addition to the staff of law enforcement officers and security staff mentioned above, the Public Safety Department has agreements with the Omaha Police and Douglas County Sheriff's Department and working relationships with other city police departments and sheriff's departments located within the jurisdictions that are served by MCC. The collaboration extends, not only with assistance answering calls when

necessary, but also with assistance in each and every phase of follow-up investigations including forensic services.

### REPORTING

Prevention of campus crime is a priority at all MCC educational sites. The Public Safety staff is dedicated first and foremost to prevention of incidents and crimes. In cases where incidents do occur; however, it is imperative that all students, faculty, staff and campus visitors report crime, suspicious activity or campus emergencies to Public Safety as soon as possible. All Public Safety personnel are trained to continually reinforce the policy of prompt reporting of crimes and all incidents. Because Public Safety reports are public records under state law, MCC cannot hold reports of crime in confidence.

Public Safety Officers are equipped with portable radios and can be reached by calling (402) 457-2222 or:

- **Elkhorn Valley Campus (EVC)**  
(402) 289-1218
- **Fort Omaha Campus (FOC)**  
(402) 457-2313
- **Fremont Area Center (FRC)**  
(402) 721-2507
- **Sarpy Center (SRP)**  
(402) 537-3833
- **South Omaha Campus (SOC)**  
(402) 738-4569

## Campus Policies

### TIMELY NOTIFICATIONS

In the event that a situation arises either on campus or off campus that in the judgment of the Chief of Police constitutes an ongoing or continuing threat, a campus 'timely warning' will be issued.

Notifications are made by broadcasting an emergency alert message through the following methods of communication:

- MCC homepage
- MCC students via MCC student email
- MCC staff via MCC employee email
- Digital signage on television monitors in commons areas
- Text messaging – students and employees can enroll through WebAdvisor at no charge  
(provider fees apply)
- Alertus Emergency Alert Beacons

**Enroll now for  
instant emergency text messaging**

[webadvisor.mccneb.edu](http://webadvisor.mccneb.edu)

## Campus Policies

### **EMERGENCIES ON CAMPUS**

Generally speaking, a campus is defined as “any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls and any building or property that is within or reasonably contiguous to the above definition, that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes (such as a food or other retail vendor)” (34 CFR 668.46(a)).

An emergency is defined as any sudden, urgent, usually unexpected occurrence or occasion requiring immediate action.

### **EMERGENCY RESPONSE AND EVACUATION PROCEDURE**

Upon the report of any potential emergency situation on campus, the Public Safety Officers will immediately respond to the location of the reported incident and immediately make an assessment and determination of the nature and scope of the event. In the event that the officer on scene determines that there is a potential and/or imminent threat to the safety of any student, faculty member, staff or visitor, the officer

will initiate the emergency notification system. The notification will be made according to established procedures, which ensure mitigation of the event and the simultaneous containment of the situation. Persons in affected areas will immediately be notified by text message, Alertus brand emergency beacon system, email, digital signage or other communication means of the event and be given specific instructions on what to do to ensure their safety.

The Public Safety Department has the responsibility for ensuring that regular testing of the emergency alert system is conducted on the proscribed schedule. Besides the annual general testing that is done, periodic testing at random locations are conducted to determine if equipment is working properly as well as that there are no impediments to the audio or video messages. Along with the testing procedure, the College administration and Public Safety Department may conduct simulated exercises or emergency situations. The planning of these exercises considers all factors in order that they can be accomplished with the least amount of interference with the learning environment.

## Campus Policies

### **EMERGENCY RESPONSE AND EVACUATION PROCEDURE (Continued)**

If it is determined that such training exercises affect those outside of the college environment and campus, the Police Chief will ensure that notifications and coordinated arrangements are made.

In the event that it is determined that a campus event may affect the community,

and it is necessary to utilize the media as a communication medium, then the Police Chief or a subordinate will ensure that proper contacts are made and the College's Press Policy guidelines are followed.

The Police Chief and subordinate staff are all responsible for ensuring that emergency notification policies are maintained and in total compliance.

**For additional information regarding emergency procedures, including specific evacuation plans and shelter areas for each campus, see:**

Metropolitan Community College's  
Emergency Procedures Handbook

### **DRUG AND ALCOHOL POLICY**

MCC policy prohibits the unlawful possession, use or distribution of illicit drugs and/or alcohol by students and employees on College property or as a part of any College activities. State and federal laws and any applicable city ordinances pertaining to the possession and use of alcoholic beverages and illicit drugs shall also be enforced.

### **WEAPONS POSSESSION**

The illegal possession, use or sale of firearms, ammunition, fireworks, major or minor explosives or any lethal weapon is forbidden and subject to College discipline as well as criminal sanctions.

## Campus Policies

### **SEXUAL HARASSMENT**

Sexual harassment is a form of sexual discrimination, and both males and females can be victims. Sexual harassment is illegal and is not condoned by MCC. Harassment of any student or staff member on the basis of sex shall be considered a violation of College policy. Conduct involving unwelcome sexual advances, requests for sexual favors or other verbal or physical conduct of a sexual nature shall be considered sexual harassment. Any behavior that represents repeated or unwanted sexual attention that is made as a condition of reward or penalty is also prohibited.

Students who feel they have been a victim of sexual harassment or a sex offense should contact Public Safety, the Campus Dean on the campus of the alleged incident or the Vice President for Campus and Student Affairs.

Should a sex offense occur, it is important that the victim seek medical attention and preserve the evidence for proof of a criminal offense. The victim will be advised by Public Safety of external resources and the option for notifying local law enforcement. Victims may call the YWCA Rape Crisis Line at (402) 345-7273. Sexual assault and date rape prevention

information is available on the MCC website or through Student Services.

The College will also work with the student to change the victim's academic and living situations after an alleged sex offense; the options for those changes are requested by the victim and are reasonably available.

Complete sexual harassment information is available from any Student Services or in the Procedures Memoranda V-4 (Student Conduct and Discipline) and V-2 (Student - Sexual Harassment).

### **SEX OFFENDER NOTIFICATION**

Any MCC student or employee who requests information about a suspected sex offender who is working or studying on campus should contact the Nebraska State Patrol (NSP), which keeps a list of registered sex offenders. The NSP Omaha number is (402) 331-3333. The NSP Sex Offender Registry website is [www.nsp.state.ne.us/sor/index/find.cfm](http://www.nsp.state.ne.us/sor/index/find.cfm).

## Campus Policies

### MISSING STUDENTS

A student is considered to be “missing” when a student who resides in on-campus housing has been absent for more than 24 hours without any known reason.

All reports of missing students or suspected missing students will be directed to the Public Safety Department, who in turn will conduct an investigation and ensure that College administrators are notified.

Each and every student who resides on campus has the option to register with the Public Safety Department a confidential contact person to be notified in case there is a missing persons report made on that student. The Public Safety Department encourages each student who resides on campus to exercise this option, with the assurance that this information is strictly confidential. Further that, the information will only be made accessible to law enforcement and College personnel in the event that it is necessary to investigate the student as a missing person. In the event that a resident student chooses not to exercise the option of registering a confidential contact person, it is important that the student understands that the missing persons report and subsequent investigation will be conducted by MCC’s Public Safety staff and other law

enforcement entities that are asked to assist in the investigation.

In the event that a resident student is determined to be missing and a subsequent missing report made, if the student is less than 19 years of age and not emancipated by the Court, the student’s parent and/or guardian will be notified of the fact that a missing persons report has been made and there is an active investigation in progress.

Any person, including by not limited to other student residents, who suspects that a residential student has been missing for 24 hours or more is required to notify the College’s Public Safety Department with this information immediately.

Residential students are encouraged to advise housing staff of their whereabouts if they intend to be absent from the campus for more than one day. This will avoid false alarms and misunderstandings.

After a missing person report has been completed, the Public Safety Department will begin an investigation. One of the preliminary steps will be to notify the individual identified by the student to be contacted if the student has completed a confidential form. If the student is under 19 years of age and not an emancipated

## Campus Policies

### MISSING STUDENTS (CONTINUED)

individual, the Public Safety Department will then notify the custodial parent or legal guardian.

The Public Safety Department will notify the Dean of the Fort Omaha Campus and the Vice President for Campus and Student Affairs.

**Note:** *There is no requirement to wait 24 hours before beginning an investigation. The 24-hour requirement pertains to the time frame for the latest permissible notification of family/emergency contacts and College administration and does not imply that the student must be missing for 24 hours before action will be taken.*

### CAMPUS RESIDENTIAL FIRE PREVENTION

The policy of MCC, with respect to all student residences, is primarily the same as with all other buildings and classrooms. The College's main concern is for the safety of all students, faculty, staff and guests. In short, in the event of fire, the life safety of the building occupants is paramount.

The following rules and regulations concerning fire safety appear and are excerpted from the College's *Student Housing Handbook*:

#### Evacuation

Fire evacuation plans are posted on each floor. Evacuation is **mandatory** for all resident students and their guests when the fire alarm sounds. Residents not following this rule or proper evacuation procedures will be subject to disciplinary action.

#### Evacuation Procedures

- Close door; do not lock.
- Move quickly and calmly.
- Follow nearest posted exit sign.  
Assemble in the front of the building at least 20 feet away and out of walkways and fire lanes.
- Wait until told by a College official to reenter the building.

## Campus Policies

### **FIRE PREVENTION (CONTINUED)**

#### **Candles and Other Fire Hazards**

*The following items are prohibited:*

- candles
- grills
- incense
- halogen lamps
- heating appliances
- potpourri pots
- electric air fresheners
- flammable liquids
- hotplates or heating coils that pose an electric overload hazard

#### **Electrical Appliances and Miscellaneous Equipment**

To prevent overloading electrical circuits and to conserve energy, limit electrical equipment in rooms to such items as computers, high wattage study lamps, electric blankets, stereos, coffee makers, personal vanity items (i.e., curling irons, hair dryers, electric razors) and other small appliances. No microwaves are allowed in the rooms. These items must be maintained in good and clean operating condition. Compact refrigerators no larger than 1.8 cubic feet are allowed in rooms. No cooking is allowed in rooms. Appliances with open heating elements such as hot plates and electric heaters are prohibited. In addition, large TVs, theatre systems or appliances (e.g., full-sized refrigerators) are not permitted in student rooms.

#### **Tampering with Fire Alarm/Smoke Detectors**

Fire equipment is to be used only as necessary in case of a fire. Tampering with fire safety equipment, fire alarms and/or smoke alarms is a very serious offense. Students found tampering with the student housing fire protection system will be charged for damages and subject to a violation fine.

*Safety precautions include:*

- Do not tamper with fire alarm or smoke detectors.
- Do not discharge or remove a fire extinguisher.
- Do not tamper with or damage fire sprinklers or fire exit lights.
- Do not obstruct fire exits.

*See the complete fire report at the end of this document.*

## Safety Tips

### YOU CAN HELP

The cooperation and involvement of students, faculty and staff in a campus safety program is essential. Persons on campus can take responsibility for their own personal safety and the security of their personal belongings by taking simple precautions.

- Be aware of your surroundings at all times.
- Walk to your vehicle in pairs or request a Public Safety Officer to escort you to your vehicle.
- Park in designated, well-lit parking areas.
- Keep vehicles locked at all times.
- Lock valuables in the trunk.
- Do not leave personal items unattended.
- Report suspicious activity or unusual incidents.

***If you call Public Safety, provide the following information:***

- Location of the incident you are reporting
- Your name, date and time of the incident
- Description of the scene and subjects
- Description of any vehicles involved, especially license plate numbers

***Additional information can be found by viewing the following documents at [www.mccneb.edu/police](http://www.mccneb.edu/police).***

- Public Safety Tips
- Public Safety Critical Incident Checklist
- Statement Form
- Tips for Preventing Rape
- Public Safety Violence Reduction
- Severe Weather Information
- Workplace Violence: Are You Prepared?

# Campus Crime and Arrest Statistics

## CRIME STATISTICS – 2008

	FOC	SOC	EVC	FAC	SRP	ATC
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0
Non-Forcible Sex Offenses	0	0	0	0	0	0
Robbery	0	2	0	0	0	0
Aggravated Assault	1	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	3	0	0	0	0
Arson	0	0	0	0	0	0

## ARREST STATISTICS – 2008

	FOC	SOC	EVC	FAC	SRP	ATC
Liquor Law Violations						
Arrests	17**	0	0	0	0	0
Disciplinary Referrals	0	0	0	0	0	0
Drug Abuse Violations						
Arrests	19**	0	0	0	0	0
Disciplinary Referrals	0	0	0	0	0	0
Weapons Possession						
Arrests	1**	0	0	0	0	0

\*There were no hate crime arrests at any Metropolitan Community College campus in 2008.

\*\*These numbers are inflated due to Omaha Police conducting traffic checks point stops on two major streets bordering FOC.

# Campus Crime and Arrest Statistics

## CRIME STATISTICS – 2009

	FOC	SOC	EVC	FAC	SRP	ATC
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0
Non-Forcible Sex Offenses	0	0	0	0	0	0
Robbery	0	1	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	2	0	0	0	0	0
Motor Vehicle Theft	0	2	0	0	0	0
Arson	0	0	0	0	0	0

## ARREST STATISTICS – 2009

	FOC	SOC	EVC	FAC	SRP	ATC
Liquor Law Violations						
Arrests	5*	0	0	0	0	0
Disciplinary Referrals	0	0	0	0	0	0
Drug Abuse Violations						
Arrests	5*	0	0	0	0	0
Disciplinary Referrals	0	0	0	0	0	0
Weapons Possession						
Arrests	2*	0	0	0	0	0

*\*Arrest by the Omaha Police Department on property adjacent to MCC property.*

*The crimes below are considered motivated by bias or considered hate crimes.*

## HATE CRIME STATISTICS – 2010

	FOC	SOC	EVC	FAC	SRP	ATC
Larceny Theft	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Destruction of Property Vandalism to Property	0	0	0	0	0	0

## Campus Crime and Arrest Statistics

### CRIME STATISTICS – 2010

	FOC	SOC	EVC	FAC	SRP	ATC
Murder/Non-Negligent Manslaughter	1*	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Forcible Sex Offenses	0	0	1	0	0	0
Non-Forcible Sex Offenses	0	0	0	0	0	0
Robbery	0	1	0	0	0	0
Aggravated Assault	1	0	0	0	0	0
Burglary	1	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0

*\*This homicide occurred on the roadway adjacent to FOC.*

### ARREST STATISTICS – 2010

	FOC	SOC	EVC	FAC	SRP	ATC
Liquor Law Violations						
Arrests	1	0	0	0	0	0
Disciplinary Referrals	0	0	0	0	0	0
Drug Abuse Violations						
Arrests	2	2	1	0	0	0
Disciplinary Referrals	0	1	0	0	0	0
Weapons Possession						
Arrests	0	0	0	0	0	0

## Campus Crime and Arrest Statistics

*The crimes below are considered motivated by bias or considered hate crimes.*

### HATE CRIME STATISTICS – 2010

	FOC	SOC	EVC	FAC	SRP	ATC
Larceny Theft	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Destruction of Property Vandalism to Property	0	0	0	0	0	0

### Police statistics can be found at:

Omaha Police Department <a href="http://www.opd.ci.omaha.ne.us">www.opd.ci.omaha.ne.us</a>	Fremont Police Department <a href="http://www.fremontpolice.org">www.fremontpolice.org</a>	Bellevue Police Department <a href="http://www.bellevuepd.com">www.bellevuepd.com</a>
Douglas County Sheriff <a href="http://www.omahasherrif.org">www.omahasherrif.org</a>	La Vista Police Department <a href="http://www.ci.la-vista.ne.us">www.ci.la-vista.ne.us</a>	

## Fire Statistics

### FIRE STATISTICS – 2010

Fort Omaha Campus			
Fires	0	Heating Equipment	0
Intentional	0	Hazardous Products	0
Undetermined	0	Machinery/Industrial	0
Unintentional	0	Natural	0
Cooking	0	Other	0
Smoking Materials	0	Deaths by Fire	0
Open Flames	0	Injuries Requiring Treatment	0
Electrical	0	Value of Property Loss by Fire	0

## Nondiscrimination & Equal Opportunity Statement

Metropolitan Community College does not discriminate on the basis of race, color, national origin, religion, sex, marital status, age, disability, or sexual orientation in admission or access to its programs and activities, or in its treatment or hiring of employees. The College complies with Title VI of the Civil Rights Act of 1964, the Civil Rights Act of 1990, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act of 1990, as amended, and the Age Discrimination Act of 1975, related Executive Orders 11246 and 11375, and all civil rights laws of the State of Nebraska and the City of Omaha.

### **Contacts:**

*Concerning Title VI (race), Title IX (Gender Equity), Section 504 (Disability), and Americans with Disabilities Act/ Program and Services Accessibility, and Age contact:*

**Vice President for Campuses and Student Affairs:** (402) 457-2681 (Students)

**Associate Vice President of Human Resources:** (402) 457-2236 (Employees)

**Director of Facilities:** (402) 457-2529 (Accessibility)

*Concerning hiring and employment-related complaints of discrimination or harassment based on race, color, national origin, religion, sex, marital status, age, disability, sexual orientation, retaliation, or for affirmative action and diversity issues contact:*

**Associate Vice President for Equity and Diversity:** (402) 457-2649

**The address for all of the above individuals is as follows:**

Metropolitan Community College  
30th and Fort Streets  
P.O. Box 3777  
Omaha, NE 68103-0777