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## CAMPUS SECURITY AND REPORTING POLICY

Effective date: Prior to FY12  
Last update: October 1, 2024  
Responsible: Bea Barkley, Director of Operations/Compliance Administrator  
Policy owner: Human Resources  
Contact: Director of Operations

### POLICY STATEMENT

Any incident of crime – actual, attempted, or suspected – as well as any other emergency must be reported immediately to the Philadelphia Police Department at 911. Any crime or other emergency should also be reported to the Elaine West, Office Administrator, within 24 hours of the incident. In addition to written reports required by local law enforcement authorities, the person who has witnessed a crime on campus must file a written report with the Director of Operations (bbarkley@missio.edu) within two business days of the incident.

### PROCEDURES

The following notification appears in our staff and student handbooks, which is distributed, to each applicant to a degree program and to new employees:

In compliance with Title II of The Student Right-to-Know and Campus Security Act of 1990 (Public Law 101-542), the seminary maintains records concerning the occurrence on campus of the following criminal offenses: Murder, rape, robbery, aggravated assault, burglary, hate crimes, and motor vehicle theft. The law also requires the seminary to record and report the number of arrests for the following crimes occurring on campus: liquor law violations, drug abuse violations, and weapons possessions.

Crime-related data is available on the Consumer Information web page on Missio's website and upon request by any employee, current student, or applicant.

### FORMS OR INSTRUCTIONS

The Annual Notifications Policy states that students are notified of this report annually in the fall and provided with a link to the Consumer Information web page.

### DEFINITIONS

None

### HISTORY

Amended date: May 1, 2012; April 13, 2016; October 13, 2021; October 1, 2024

MISSIO THEOLOGICAL SEMINARY  
Administrative Policy

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Formerly known as the Policy for Providing Students and Employees with Information on Crime Statistics and Security Measures

Effective date: Unknown