

Southern Baptist Theological Seminary

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

Section 1: Campus Security Authority

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

1. Director of Safety and Security
2. Assistant Director of Safety and Security
3. Supervisor of Building Security
4. Supervisor of Safety and Risk Management
5. Coordinator of Security and Key/Access Control
6. Executive Security Officer
7. Multiple security officers [contract] and dispatchers.
8. Sr. Vice President for Institutional Administration
9. Any other Sr. Vice President, Vice President of Student Services, Academic Services, Academic Administration or Communications/Public Relations. Dean (or designate) of Boyce College, School of Church Music and Missions.
10. Director of Housing, Auxiliary Services, Personnel, Health Clinic, Admissions, Network Services, MIS, Controller, Facilities Management and Media Services, and Resident Leaders (RL's).

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

The Department of Safety and Security is located in Mullins Hall Room # 3126, Phone Number (502) 897-4444. We are responsible for 24-hour patrol and dispatch center. We employ approximately twenty (20) employees who are trained in various duties. These include but are not limited to: CPR, first aid, report writing, patrol procedures, dispatch procedures, (including emergency response) fire safety, faculty and student safety, traffic control, executive protection, crime prevention and other related tasks.

In April of 2008, five [5] staff employees were "sworn-in" by Louisville Metro Government per KRS 95.160. These staff officers have law enforcement authority on the campus and the property of the President's home only.

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

The Department of Safety and Security has an outstanding working relationship with local authorities. This would include Louisville Metro Police, Louisville Fire Department, State Fire Marshal and other government agencies.

Currently certified instructors from Metro Police train staff employees in numerous areas.

Section 2: Description of Information Programs

Describe programs that inform students and employees about:

(a) Campus safety and security

Southern Seminary has developed policies and procedures, offers educational programs and cooperates with local law enforcement agencies to enhance the safety and security of its students, employees, staff and guests. Southern Seminary recognizes shared responsibility for the welfare of the community. Additional information on security and safety policies can be found in the Student Handbook, by calling the Department of Safety and Security at Extension # 4444, from the Emergency Operations Manual or visiting the Southern Baptist Theological Seminary Website www.sbts.edu/security

The Department of Safety and Security offers numerous safety programs on campus. These include fire prevention, defensive driving, CPR/1st Aid/AED training, new student orientation, crime prevention, fire drills and training to student leaders. Training is also provided as it relates to emergency messaging and notifications in the event of major crimes or other incidents.

Plans in fall 2008 are to implement additional safety notification systems on campus such as classroom signage and completion of an outdoor speaker array device.

(b) How to report a crime:

Students and staff are advised to report criminal activity, threatening or suspicious activity, any injury or serious illness, by promptly calling the Department of Safety and Security at Extension # 4444. The Department of Safety and Security has security officers, supervisors and dispatchers working 24-hour a day, 7 days a week. They are trained in how to handle emergency calls for service. Dispatchers have constant communications with officers that patrol the seminary via portable radios. Members of the seminary community have the option to call 911 at any time there is an emergency situation requiring the response of police, fire, or EMS. Other members of the seminary community need to dial 9-911 to reach the same emergency personnel. Dispatchers and officers have been trained to keep the person on the line, as well as contacting 911 for the appropriate emergency personnel, if/when they receive an emergency call for assistance.

Students and employees are instructed in handbooks and by viewing security's website (www.sbts.edu/security) on how to report crimes to the Department of Safety and Security. They also have the option of contacting local law enforcement.

All accidents, crimes or incidents involving students, guests, staff or employees should be reported to the Department of Safety and Security as soon as possible. All efforts will be made to have the appropriate officials to handle any and all situations. Investigations are conducted to help in determining if a situation could pose a threat of injury or illness to others. When the seminary is aware of a potential hazard, officials take appropriate steps to warn the campus community. Any criminal activity occurring on seminary property must be reported to the

Department of Safety and Security. Reports are evaluated for follow-up investigations by supervisors within the Department of Safety and Security. The Director of Safety and Security or other appropriate supervisors make determinations if/when the need arises, to contact the appropriate law enforcement agency for assistance. Students, staff and/or employees of course, have the option of reporting crimes directly to the Louisville Division of Police at 574-7111.

(c) How to prevent crimes:

Students, staff and employees are given information related to safety and security by many different forms. All seminary members are advised to contact the Department of Safety and Security at extension # 4444 if they become aware of any safety or security issue to themselves or others. When seminary personnel are aware of any potential hazard or safety issue, appropriate steps are taken to provide timely warnings or to prevent such activity. The Facilities Department works in conjunction with the Department of Safety and Security in an effort to correct any security or safety hazard in our buildings or on seminary grounds. All buildings on seminary property are locked at regularly scheduled times by security personnel. A security officer upon receiving proper identification and/or authorization may provide supervised access to buildings after hours. Residence halls (female) are locked at certain times nightly. Residents must use their keys after this time. Security officers patrol residence halls and are very diligent in checking for open doors or any other means by which a perpetrator might gain access.

While Southern Seminary respects the personal privacy of the students in their residence hall rooms, provisions are made for seminary staff to enter rooms if needed or if a danger is present. Under certain conditions a search might be authorized if prohibited items are said to be found in residence halls.

Night-lights, exit signs, smoke detectors and door panic bars are present in residence halls and are checked regularly.

The following is given to student and employees as a checklist of safety and crime prevention reminders:

(Personal Safety)

Don't walk alone late in the evening

Don't study alone in the classrooms/buildings late at night.

Do walk in well-lit areas.

Do walk with confidence and not like a "victim"

Do know where telephones in the area are located.

Do read all caution and warning labels on containers.

(Residence Halls)

Do lock your door even if you are going to be away only a short period of time.

Do record serial numbers on all electronic equipment.

Do close any hall doors found open.

Do report immediately any suspicious activity or crime in or around the residence hall.

Do avoid placing yourself in any dangerous situation

(Fire Prevention)

Don't attempt to exit a room if the door handle is hot, or there is smoke in the hall.

Don't use fire extinguisher except on small fires (ex. Trash cans).

Do activate fire alarms pull station immediately.

Do become familiar with fire evacuation procedures posted in certain areas as well as training received.

Do know where fire extinguishers, pull stations and evacuation stairs are located.

Safety Alerts of Potential Security/Safety Situations

When an incident occurs which has a direct bearing on the security/safety of the seminary community, the Department of Safety and Security within an appropriate time frame of the first report will make all efforts to notify everyone. Information of the type of incident and/or threat will be given along with any prudent safety/security measures. Information will be posted on bulletin boards in the residence halls as well as the intra-net, text messaging and email systems. The seminary community is urged to heed any advisories issued by the institution and work together in a joint effort to make the seminary a safe and secure place to live, work and become a servant of the church.

Section 3: Statements of Policies and Procedures

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

KRS 164.9481(d)

It is the policy of Southern Seminary to notify students in the event of a safety/security breach. This includes the immediate postings or the threat on numerous computer links, e-mailings, text messaging and the possibility of using an outdoor speaker system. E-mailings will also originate with housing, security, and I.T. Document postings will also be placed on numerous boards around campus.

Fall 2008, plans are to install signage in each classroom that will notify persons in any emergency or serious event.

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

When a prospective student applies for housing, a written notice is given to that student (and/or spouse) that indicates if the building they intend to occupy has a sprinkler system or not. That person signs such document to indicate their knowledge of the existence of a sprinkler system or lack there-of.

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

Southern Seminary has designated handicapped apartments upon notification of prospective students. They are given priority in assigning units. Also, there are designated handicapped parking spaces provided.

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

Upon notification of a handicapped prospective student residing on campus, the Housing Office provides the information to the Security Office and the Seminary Clinic.

Section 4: Crime Table

Crime Category	Total Campus Property Crimes	Residential Facility Crimes	Recognized, Leased, Owned, Controlled Property Crimes	Public Property Crimes
Arson	0	0	0	0
Assault	0	0	0	0
Burglary	1	0	1	0
Criminal Damage	4	0	3	1
Manslaughter	0	0	0	0
Menacing	0	0	0	0
Motor Vehicle Theft	2	0	0	2
Murder	0	0	0	0
Reckless Homicide	0	0	0	0
Robbery	0	0	0	0
Sex Offenses - Forcible	0	0	0	0
Sex Offenses - Non-forcible	0	0	0	0
Stalking	0	0	0	0
Terroristic Threatening	0	0	0	0
Theft	20	2	11	7
Wanton Endangerment	0	0	0	0
Weapons Possession	0	0	0	0
Prejudice: Bias - Race	0	0	0	0
Prejudice: Bias - Gender	0	0	0	0
Prejudice: Bias - Religion	0	0	0	0
Prejudice: Bias - Sexual Orientation	0	0	0	0
Prejudice: Bias - Ethnic	0	0	0	0
Prejudice: Bias - Disability	0	0	0	0
Arrest Only: Drug-related Violations	0	0	0	0
Arrest Only: Liquor-law Violations	0	0	0	0
Arrest Only: Other Alcohol Violations	0	0	0	0

Section 5: Criminal Attempts Table

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

Section 6: Incidents Table

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

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