



TRI COUNTY TECH

***SAFETY & SECURITY
REPORT
2025***

Tri County Tech Safety and Security Report

2025

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General Information

Tri County Tech is committed to providing a safe and secure environment for our students, faculty, staff and visitors. This report is comprised of information concerning emergency procedures, crime reporting, and crime data to help inform the community, our students, prospective students, and staff. The technology center has taken steps toward improving the safety and well-being of students, employees and visitors. The technology center engages in comprehensive violence prevention efforts, including education programs which seek to increase awareness and reduce incidents of misconduct such as bullying, harassment, hazing, intimidation,retaliation, and criminal acts including sex offenses. The technology center will not tolerate these acts on its campus, or off campus if such conduct impacts the education environment. Bullying, Harassment, Hazing, Intimidation and Retaliation These forms of misconduct will be investigated and responded to under the technology center's policies and procedures related to such misconduct. The technology center's Title IX Policy, Student Bullying Policy, and Hazing Policy are incorporated herein as if fully set out.

This report contains information as required by The Campus Security Act (Jeanne Clery Act) of 1990 and the Student-Right-To-Know Act which were signed into law on November 8, 1990. This federal legislation requires the collection of campus crime statistics for specific crimes and the reporting of these statistics. It also defines the steps taken to warn students of immediate and/or continuing threats to their safety and gives instructions on reporting criminal or suspected criminal acts and emergencies.

Finally, this report outlines drug and alcohol policies, and sex offense and offender policies.

Statistical Information – Reported Crime

The following section contains information on crimes and incidents occurring during the past 3 calendar years (2022-2024) at each of the campuses of Tri County Tech as reported to the U.S. Department of Education.

A definition of the terms used in these tables is contained in Appendix A.

Statistical Summary

Criminal Offenses - On campus			
Total occurrences On Campus			
Criminal offense	2022	2023	2024
• a. Murder/Non-negligent manslaughter	0	0	0
• b. Negligent manslaughter	0	0	0
• c. Sex offenses - Forcible	0	0	0
• d. Rape	0	0	0
• e. Fondling	0	0	0
• f. Sex offenses - non-forcible	0	0	0

• g. Incest	0	0	0
• h. Statutory Rape	0	0	0
• i. Robbery	0	0	0
• j. Aggravated assault	0	0	0
• k. Burglary	0	0	0
• l. Motor vehicle theft	0	0	0
• m. Arson	0	0	0

Criminal Offenses – Public Property			
Total occurrences On Campus			
Criminal offense	2022	2023	2024
• Murder/Non-negligent manslaughter	0	0	0
• Negligent manslaughter	0	0	0
• Sex offenses - Forcible	0	0	0
• Rape	0	0	0
• Fondling	0	0	0
• Sex offenses - Non-forcible	0	0	0

• Incest	0	0	0
• Statutory Rape	0	0	0
• Robbery	0	0	0
• Aggravated assault	0	0	0
• Burglary	0	0	0
• Motor vehicle theft	0	0	0
• Arson	0	0	0

2022: There were no hate crimes reported.

2023: There were no hate crimes reported.

2024: There were no hate crimes reported.

VAWA Offenses – On Campus			
Total occurrences On Campus			
Offense	2022	2023	2024
a. Domestic Violence	0	0	0
b. Dating Violence	0	0	0
c. Stalking	0	1	0

VAWA Offenses - Public Property			
Total occurrences on Public Property			
Offense	2022	2023	2024
a. Domestic Violence	0	0	0
b. Dating Violence	0	0	0
c. Stalking	0	0	0

Arrests - On campus			
Number of Arrests			

Law Violation	2022	2023	2024
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0

Arrests - Public Property			
Number of Arrests			
Crime	2022	2023	2024
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0

Disciplinary Actions - On campus			
Number of persons referred for Disciplinary Action			
Law Violation	2022	2023	2024
a. Weapons: carrying, possessing, etc.	1	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0

Disciplinary Actions - Public Property			
Number of persons referred for Disciplinary Action			
Law Violation	2022	2023	2024
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0

Unfounded Crimes			
Number of Unfounded Crimes			
	2022	2023	2024
a. Total unfounded crimes	0	0	0

Reporting of Emergencies

Tri County Tech encourages all educators, students and visitors on our campuses to promptly report any suspected or actual criminal activity, suspicious behavior or articles or any other emergency condition.

If the situation requires outside resources such as Police, EMS or Fire Department response, educators should use the Rave / Panic Button app and select their emergency. Alternatively, 911 could be dialed. As soon as possible the situation with as much information should be reported over the radios. Students and guests should use 911 and then immediately notify a Tri County Tech employee of the situation. Notifying 9-1-1 expedites emergency services reaching the campus, while notifying a Tri County Tech employee sets into motion procedures that help guide outside resources to the emergency in a timely manner.

For situations that do not require outside resources, educators should utilize their personal-issued radios and describe the situation with as much detail as possible.

Timely Warnings and Activity Information

When Campus Administration is notified of an emergency, they will determine if there is a need to issue a threat warning. If it is determined that there is an ongoing or continuous threat to campus personnel, a warning will be issued.

These warnings include, but are not limited to, notification to Lock Down, Shelter-In-Place, take Severe Weather precautions, or Evacuate a Building (situation other than fire). Tri County Tech may also use the warning system when an outside threat is detected, not directly affecting a campus, but which could spread onto the campus in the near future.

These warnings may be given in a variety of different formats including audible announcements through the overhead paging system, RAVE panic button app, mass notification system, or hand-held radio alerts. In most cases, multiple methods will be utilized to improve communication reliability. Fire alarms are sounded through a separate, specialized fire alarm system on a building or zone basis.

Employees and students are encouraged to update Tri County Tech whenever their email, phone or cell phone information changes to help assure timely receipt of messages. These warning systems are tested periodically as part of the emergency drills (see details under "Emergency Response and Evacuation Procedures" below).

Reporting the Annual Disclosure and Crime Statistics

The Tri County Tech District Compliance Officer prepares the Annual Security Report in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics. The full text of this report can be located on our web site <https://www.tricountytech.edu>.

Criminal activity that does not warrant a timely warning, but which is required to be included in the annual disclosure of crime statistics should be reported to:

Tara Stevens, Chief People Officer/Compliance Officer

To report a crime confidentially, students and employees can contact the district SRO @ 918-214-7893.

Access Control & Building Security

Due to the large variety of activities that occur on the various Tri County Tech campuses, some buildings are unlocked as needed during the week. Tri County Tech uses a combination of physical security and electronic security to secure buildings, classrooms, labs and offices. In addition, TCT employees are issued keys and access cards that provide them access to the areas that are required to perform their duties.

Campus Security

Tri County Tech utilizes a dedicated School Resource Officer from the Bartlesville Police Dept. The School Resource Officer reports to the Director of Student Services.

School Resource Officers

Tri County Tech utilizes a specially trained School Resource Officer from the Bartlesville Police Dept. SRO's are sworn officers with full arrest authority as provided by Oklahoma state statutes.

Law Enforcement Agency Cooperation

In addition to District security personnel, Tri County Tech maintains an open working relationship with local law enforcement including the Washington County Sheriff Department and Bartlesville Police Department.

Crime Reporting

All employees, students, visitors and guests at Tri County Tech are encouraged to promptly report all criminal activity or suspected criminal activity as quickly as possible. Such reports should be made to the School Resource Officer if available, or to Campus Administration.

Following the commission of a crime, prompt reporting is a key element in officials obtaining timely and accurate information to use in the investigation.

Counseling and Confidential Crime Reporting

The Student Services Department offers a variety of services to facilitate student development in the academic, career, and personal/social areas. Student Services staff includes a licensed professional counselor, and includes community referrals and crisis intervention.

All information disclosed to counselors is confidential with the exception of child abuse, immediate threat of serious or foreseeable harm to self or identified others, or court-ordered disclosure. This policy is discussed during New Student Orientation and is shared during student advising.

During the course of counseling, professional counselors or other professionals under contract with Tri County Tech to provide counseling services may become aware of unreported crimes such as sexual assaults. The Clery Act excludes pastoral and professional counselors from the responsibility of reporting crimes discovered as part of their counseling duties. The Counseling staff may, at their discretion, provide information about these alleged crimes to the district Compliance Officer without revealing the source or identifying any details of the alleged crime. If reported, only the tally and category of the alleged crime is reported -- nothing else.

The district Compliance Officer will not investigate any crime reported confidentially unless the victim of the crime files a report directly with SRO or with the police agency having primary jurisdiction where the alleged offense occurred.

Students are encouraged to report crimes and threats through Bartlesville Crime Stoppers. Text the crime information to CRIMES (274637). Put "BPSTIP" and the school affected at the beginning of the message. Students can also call 918-336-CLUE or report online at: www.bccrimestoppers.com the TIP line. All instructors are also trained in the process.

New students are informed of the process during New Student Orientation.

Community Resources for victims and bystanders of Domestic Violence, Sexual Assault and Stalking

Ray of Hope Advocacy Center & Domestic Violence Services (Crisis Line) is a free service (918-214-8886) staffed with counselors who will assist Tri County Tech students and parents with getting help when they need it. It is confidential and staffed 24 hours per day, 7 days per week.

Oklahoma SafeLine is available at 1-800-522-7233 (SAFE)

Domestic Violence Programs and Services Housing for victims of domestic violence and sexual assault

Students who are victims of domestic violence or sexual assault, are encouraged to work with Ray of Hope Advocacy Center (918-214-8886) to determine appropriate placement in safe shelters or homeless shelters.

Lighthouse Outreach Center is a homeless shelter available for students in need of housing solutions.

What are Crisis Services?

Counseling and Community Groups

Counseling is provided for domestic violence victims and their children to help them heal from trauma. These services provide a variety of education, support, counseling, and referral services to survivors of family violence through Youth & Family Services (918-335-1111). Youth & Family Services also offers services to meet the unique needs of children who have been affected by domestic violence or sexual assault by providing crisis intervention, domestic violence education, trauma intervention programming, and safety planning for children who have experienced trauma in their lives.

Prevention Education and Economic Support

The Ray of Hope Advocacy Center offers free Child Abuse Prevention resources to anyone in the community. Ray of Hope offers multiple, no-cost training programs. Education about child abuse empowers all of us to be more aware and take responsibility to protect the children in our lives.

One of the biggest reasons women stay in abusive relationships is a lack of financial independence. Martha's Task (918-336-8275) provides women with career and life skills, career opportunities, mentoring, job placement and other assistance to break down that barrier. Counseling is provided for domestic violence victims and their children to help them heal from trauma.

Building Bridges (918-338-0800) brings communities together to better equip families across socio-economic lines and to address systemic barriers that can often hinder a family's upward mobility.

Providing support for victims of Sexual Assault & Hospital Advocacy

Safe-NOW and Ray of Hope Advocacy Center provide sexual assault forensics exams, counseling services and advocacy. Safe-NOW can be contacted at 918-938-4008 and Ray of Hope can be reached at 918-337-6177 or 918-214-8886.

Active bystanders can help stop sexual violence. Here are things you can do to help a Friend:

Sexual Assault

The process of recovering from a sexual assault or rape takes time. As a friend, your help during this process is essential. Survivors need a great deal of support and caring as they begin to address and survive a very frightening and violent experience. Friends and family can help by:

- Listening and being available.
- Believing and not judging.
- Offering a safe place to stay or even staying with the survivor.
- Recognizing that recovery takes a long time.
- Respecting the decisions that the survivor makes.
- Being gentle, sensitive, and respectful of the survivor's wishes for closeness or affection.
- Dealing with your own feelings.

If your friend has been recently assaulted, please review the recommendations below for a list of steps you may want to discuss with your friend about in obtaining further professional assistance.

Recommendations for Sexual Assault Reporting

- Go to a place where you feel safe and contact someone who can help you. This may be a friend, family member, campus police officer or a crisis counselor from Ray of Hope Advocacy Center (918-214-8886).
- Do not bathe, clean up in any way, or change clothing, if you plan to make a police report. If you must urinate, try to capture the urine in a plastic or glass cup for evidence testing. If you must change clothes, put each item in a separate paper bag and take them with you.
- Try NOT to disturb (clean up or rearrange) the scene.
- Think about whether or not to report the crime (all forms of sexual assault are crimes); it often helps to seek support from someone you trust while you make your decision.
- Go to the Emergency Room to get health care and treatment. It is important to receive medical attention, whether or not you plan to report the crime to the police.
- You can call Police and report the sexual assault, EVEN if you don't want to prosecute or haven't yet decided whether or not to report the crime.
- As soon as you have a quiet moment, write down everything that you remember about the assault, including a description of the assailant/attacker.
- Talk with a trained counselor or understanding person.

What is Stalking?

Stalking is unwanted pursuit. Most victims are stalked by current or former intimate partners such as dating partners, spouses, cohabitating partners.* What was viewed initially as positive romantic attention, may turn into repeated, unwanted attention, harassment, and conduct that characterize stalking. Cyberstalking occurs when technology or electronic communication are used to stalk a victim.

*But it's important to remember that a stalker can be someone you do not know at all.

Stalking is a crime under Oklahoma State Law (Title 21-Section 1173). According to law, a stalker can be legally defined as "any person who willfully, maliciously, and repeatedly follows or harasses another person with the intent to cause that person reasonable fear for their safety, or the safety of their immediate family."

Behaviors Stalkers Exhibit:

- Show up wherever you are
- Follow you
- Repeatedly call you, including hang-ups
- Drive by or hang out at your home, school, or work
- Send unwanted gifts, letters, cards, or e-mails
- Monitor your phone calls or computer use
- Use technology (e.g., hidden cameras, spyware or GPS systems) to track you
- Find out about you by using public records or on-line search services
- Hire investigators to go through your garbage, or contact friends, family, neighbors, or coworkers, to gain information about you
- Threaten to hurt you, your family, friends, and/or pets
- Damage your home, car, or other property
- Any other actions that control, track, or frighten you

Security Measures You Can Take:

Stalking is unpredictable and dangerous, but you can increase your safety by taking the following steps:

- Trust your instincts. Don't downplay the danger. If you feel unsafe, you probably are.
- Seek support by telling family, friends, roommates, RA's, professors, and coworkers. Ask them to help watch out for your safety and not to give out your information.
- Change your email address, screen names, and phone numbers; be selective about giving these to others. Change passwords and clear your computer of all spyware.
- Use an unlisted phone number.
- Decide in advance what to do if the stalker shows up at your home, work, or school.
- Don't communicate with the stalker or respond to attempts to contact you.
- Change your locks, and install deadbolts or security systems, and make sure all your windows and doors have working locks.
- Contact the police. Oklahoma has stalking laws, and the stalker may also have broken other laws if they assault you or steal or destroy your property.
- Consider getting a court order that requires the stalker to stay away from you.

Domestic Violence/ Dating Violence

What is Domestic Violence/Intimate Partner Dating Violence Abuse?

Relationship abuse involves the use of intimidation and/or force by one person in a relationship over the other. It can include any form of verbal, emotional, physical and/or sexual abuse or violence, and occurs in both heterosexual and same-sex relationships. In an abusive relationship it is not unusual for the abuser to express remorse after a violent outburst and then ask forgiveness, promising that "it will never happen again." Unfortunately, it usually does.

What Can I Do to Help?

Remember, you can't "fix" the situation for your friend. But here are some things you can do that are helpful for both of you:

- Ask. Have you noticed bruises on your friend's body? Does your friend seem sad, distracted, or depressed? Does your friend seem to miss a lot of school or work? Have your friend's sleep or eating habits changed? Does your friend have low self-esteem? These may be signs of relationship abuse or violence. Usually, fear keeps victims from leaving relationships, and shame may prevent disclosure to someone else about what is happening. For these reasons, it's okay and important to ask your friend if she or he is being abused.
- Listen and believe. Let your friend talk; don't be judgmental, interrupt, or give advice. Just sitting and listening can provide the reassurance that you care and are there for your friend. Be patient; sharing about an abusive relationship can be difficult and scary.
- Offer to help find appropriate resources. Ask your friend in what ways you can help. For example, your friend may ask for your help in contacting the police. Be clear about setting limits about what you can and can't do. Setting limits supports your friend and empowers both of you.
- Find some outside support for yourself while you help. Helping a friend in crisis can be difficult. It's normal for you to have strong emotional reactions to the situation too.

Emergency Response and Evacuation Procedures

Tri County Tech follows its Crisis Management Plan when responding to emergencies. Printed copies are available to all staff and faculty members, and evacuations are routinely drilled.

Programs to Inform About Campus Security Procedures

Up to date copies of the Crisis Management Plan are distributed in print to all Faculty and Work Groups. The Crisis Management Plan is reviewed annually and reprinted as needed.

Students enrolled in full-time programs receive information about campus security procedures during New Student Orientation. Students are informed about the Tri County Tech emergency procedures and participate in all state and school required emergency drills. As an emergency response training tool, Tri County Tech conducts a minimum of 5 emergency drills as specified by Oklahoma School Law each semester including: 1) security drills, 2) fire drills, 3) severe weather drills, and 4) a drill to be determined by the Emergency Operations Planning Team based on need.

Students are informed about the TCT process. This process is listed on the website and discussed during New Student Orientation. Instructors also encourage students to use the process to report threats, bullying, and crimes.

Monitoring Off-Campus Criminal Activity

At this time Tri County Tech has no identified off-campus student locations related to student organizations or off-campus student housing. TCT does not actively monitor criminal activity involving students that occur off campus. However, if information is brought to the attention of TCT personnel, then appropriate action will be taken in accordance with the TCT Student Handbook.

Alcohol and Drugs Policies

Tri County Tech policy strictly prohibits students from using, being under the influence of, possessing, furnishing, distributing, selling, conspiring to sell or possess or being in the chain of sale or distribution of alcoholic beverages, non-intoxicating alcoholic beverages (as defined by Oklahoma Law, i.e., 3.2 beer), illegal or illicit drugs, or other mood-altering substances at school, while in school vehicles or at any school-sponsored event. The full policy is linked here. ([Students, Drugs and Alcohol](#))

PROCEDURES:

Any student suspected of being under the influence of or in the possession of beer or alcohol or under the influence of or in the possession of a controlled dangerous substance on school grounds or during school activities will immediately be referred to an administrator. The administrator shall then immediately notify the parent(s)/guardian(s) of said student of the matter except in the case of an adult student.

The administrator shall suspend a student found to have violated these provisions for a minimum of five (5) days. Depending on the circumstances of the violation, the administrator may recommend a long-term suspension up to the remainder of the semester and the next succeeding semester for a high school student. In the case of an adult student, the administrator may recommend dismissal. The student may be required to seek assessment and/or counseling from a person trained in the treatment of chemical abuse. The student will be responsible for providing verification of compliance with the assessment recommendations.

Any student in possession of imitation controlled dangerous substances will be liable for the same penalty. Counterfeit drugs, drug paraphernalia, and chemicals that provide a mood- altering effect are included as controlled substances

A second offense may result in long-term suspension or dismissal for the high school student or dismissal for the adult student. Any such disciplinary action may be appealed in accordance with the appropriate high school or adult method of appeal.

Student Search and Seizure

The superintendent or designees are authorized to detain and search any student and any property in the student's possession while on technology center premises, at technology center activities, or in transit under the authority of the technology center, for any item possession of which by the student is illegal or prohibited by technology center policy, or for property believed to have been stolen from another student, an employee, or the technology center. The full policy is linked here ([Student Search and Seizure](#)).

Student Possession of Dangerous Weapons

Tri County Tech policy prohibits the possession and/or use of dangerous weapons, replicas or facsimiles of dangerous weapons and items or instrumentalities which are used to threaten harm or are used to harm any person. Dangerous weapons, including but limited to firearms, are a threat to the safety of the students and staff of the technology center. The full policy is linked here. ([Student Possession of Dangerous Weapons](#))

Possession or Use of Weapons

Students are prohibited from the possession or use of any weapon on school property, at a school function, in a locker, on a school bus, in a personal vehicle or in transit to or from school or any District function.

A weapon under this policy includes, but is not limited to guns; rifles; pistols; shotguns; any device which throws, discharges or fires objects, bullets, or shells; knives; explosive or incendiary devices; hand chains; metal knuckles; or any other object that can reasonably be considered a weapon or dangerous instrument; or any object that is used as a weapon or dangerous instrument. Included in this prohibition is any facsimile or counterfeit weapon resembling a weapon.

Any student who knowingly aids, accompanies and/or assists in the violation of this policy shall also be deemed in violation and shall be subject to discipline in the same manner as any student who directly violates this policy.

Students found in violation shall be subject to mandatory discipline. The student shall be suspended for not less than 10 days and not more than a year. Possession of a firearm shall result in a one-year suspension. The District Attorney's office will be notified and prosecution may occur.

Disciplinary Removal of Secondary Students with Disabilities

Tri County Tech follows a specific policy for addressing disciplinary situations regarding students being served on an IEP or 504. The full policy is linked here. ([Disciplinary removal of secondary students with disabilities](#))

Sexual Assault Information

Tri County Tech policy strictly prohibits any form of Sexual Harassment, and Sexual Assault or Battery. Any person who is victim to a sexual assault should have as their first priority to seek a place of safety and seek medical assistance if needed. It is also vitally important that the assault be reported in a timely manner to a TCT staff member, who will then notify the Title IX Coordinator.

Policy: It is policy that harassment of students by other students, personnel, or the public will not be tolerated. This policy is in effect while the students are on school grounds, in school transportation or attending school-sponsored activities and while away from school grounds if the misconduct directly affects the good order, efficient management and welfare of the District. TCT must respond when sex discrimination and harassment occur in the district's education programs or activities. View the entire [TCT Title IX Policy](#).

During Student Orientation, students will be informed about the Student Resource Officer's presence on campus and the existence of counselors on campus to assist them in crisis counseling. Students will be informed that Tri County Tech

personnel will assist the student in notifying the authorities if the student requests assistance. Students are informed of procedures for campus disciplinary actions in cases of an alleged sex offense. The TCT Student Handbook lists the policy for sexual harassment and sexual assault and battery.

During enrollment finalization, students and parents are given access to the [Title IX regulations presentation](#) to review and sign off on. This information is also housed in our student information system, JupiterEd, where parents and students can access it at any time.

The following crisis numbers are available to students. That information is housed in our Student Handbook and in our student information system, JupiterEd.

- Oklahoma Safeline - 1-800-522-7233 (SAFE)
- Oklahoma Safeline - Oklahoma City Metro Area - 405-522-7233 (SAFE)
- National Domestic Violence Hotline - 1-800-799-7233 (SAFE)
- Rape, Abuse & Incest National Network Hotline - 1-800-656-4673 (HOPE)
- Communication Services for the Deaf (TTY) - 1-800-252-1017 (TTY)
- Communication Services for the Deaf (Voice) - 1-866-845-7445 (Voice)
- Oklahoma Coalition Against Domestic Violence/Sexual Assault 405-524-0700 (M-F/9-5)

Registered Sex Offender

Tri County Tech policy requires applicants for admission to report felony convictions or dismissals from another educational institution for disciplinary reasons. In addition;

Title 57 Prisons and Reformatories, Chapter 8B - Sex Offenders Registration Act, Section 583 - Procedure for Registration states that any person who becomes subject to the provisions of the Sex Offenders Registration Act on or after November 1, 1989, shall register, in person with the police or security department of any institution of higher learning within this state if the person:

1. enrolls as a full-time or part-time student,
2. is a full-time or part-time employee at an institution of higher learning, or
3. resides or intends to reside or stay on any property owned or controlled by the institution of higher learning.

Oklahoma School Law Section 1118 – School Safety Zones

This law defines a 500-foot “School Safety Zone” around elementary, junior high and high schools, permitted or licensed child care centers, playgrounds and parks. A person who has been convicted of a crime that requires them to register pursuant to the Sex Offender Registration Act is prohibited from loitering inside the School Safety Zone except when they are the custodial parent or legal guardian of a child who is an enrolled student at the school and the person is enrolling, delivering or retrieving such child at the school or for school-sanctioned extracurricular activities.

Based on these statutes, Tri County Tech prohibits registered sex offenders from attending daytime classes on any campus with high school or daycare students. For night-time adult education classes, enrollment decisions are made on a case-by-case basis.

Missing Student

Tri County Tech does not have student residential housing. Any report of a missing student or employee will be immediately referred to the Bartlesville Police Department, and TCT officials and security will assist the Police when possible in their investigation.

Appendix A: Criminal Offense Definitions

Aggravated Assault - An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm

Any other crime involving bodily injury - Include in this category all applicable crimes with the exception of aggravated assault.

Arrest - Persons processed by arrests, citations or summons.

Arson - Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Burglary - The unlawful entry of a structure to commit a felony or a theft.

Destruction/Damage/Vandalism of Property - to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

Drug abuse violations - The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics - manufactured narcotics which can cause true addiction (Demerol, Methadone); and dangerous nonnarcotic drugs (barbiturates, Benzedrine).

Forcible sex offense - Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

A. Forcible rape - The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his / her temporary or permanent mental or physical incapacity (or because of his / her youth).

B. Forcible sodomy - Oral or anal sexual intercourse with another person, forcibly and / or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his / her youth or because of his / her temporary or permanent mental or physical incapacity.

C. Sexual assault with an object - The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and / or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his / her youth or because of his / her temporary or permanent mental or physical incapacity.

D. Forcible fondling - The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and / or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his / her youth or because of his / her temporary or permanent mental incapacity.

Hate crime - A crime that manifests evidence that the victim was intentionally selected because of the perpetrator's bias. The applicable categories of bias are: race, gender, religion, sexual orientation, ethnicity / national origin and disability.

Intimidation - To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and / or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

Larceny-Theft - The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Constructive possession is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.

Liquor law violations - The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness. Include in this classification: the manufacture, sale, transporting, furnishing, possessing, etc., of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating still; furnishing liquor to a minor or intemperate person; underage possession; using a vehicle for illegal transportation of liquor; drinking on train or public conveyance; and attempts to commit any of the above.

Motor vehicle theft - The theft or attempted theft of a motor vehicle.

Murder and non-negligent manslaughter - The willful (non-negligent) killing of one human being by another.

Negligent manslaughter - The killing of another person through gross negligence.

Non-forcible sex offenses - Unlawful, non-forcible sexual intercourse.

A. Incest - Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

B. Statutory rape - Non-forcible sexual intercourse with a person who is under the statutory age of consent.

Non-campus building or property - (1) Any building or property owned or controlled by a student organization that is officially recognized by the institution; or (2) Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

On-campus -

(1) 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

(2) Any building or property that is within or reasonably contiguous to paragraph (1) of this 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).

Property damage - The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity. This estimate should include contents damaged by fire, and related damages caused by smoke, water, and overhaul; however, it does not include indirect loss, such as business interruption.

Public property - All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

Robbery - The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Sex offenses - forcible - Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

Sex offenses - non-forcible - Unlawful, non-forcible sexual intercourse.

Simple Assault - An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

UCR definitions - Institutions must use the F.B.I.'s Uniform Crime Reporting Handbook (UCR) for defining and classifying crimes. For sex offenses only, definitions from the F.B.I.'s National Incident-Based Reporting System (NIBRS) Edition of the UCR are used. Hate crimes must be classified using the F.B.I.'s Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Guide for Hate Crime Data Collection.

Weapons: carrying, possessing, etc. - The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature. Included in this classification: manufacture, sale or possession of deadly weapons; carrying deadly weapons, concealed or openly; using, manufacturing, etc., of silencers; furnishing deadly weapons to minors; aliens possessing deadly weapons; and attempts to commit any of the above.