

**Annual Security Report for Lexington Theological Seminary  
In Compliance with Clery Act 34 CFR 668.46(b)**

**1. Disclosure of crime statistics for 2002-2008**

- a) The Chief Financial Officer, Laura Davis, as director of the business office, is responsible for collecting all crime reports from campus security authorities and local police for inclusion in the annual security report.
- b) Crime statistics for the Lexington Theological Seminary campus and adjacent public property for the years 2005, 2006, 2007 have been reported as follows:

<b>OFFENSE</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>
(a) Murder and non-negligent manslaughter .....	0	0	0
(b) Negligent manslaughter.....	0	0	0
(c) Forcible sex offenses .....	0	0	0
(d) Non-forcible sex offenses .....	0	0	0
(e) Robbery .....	0	0	0
(f) Aggravated assault .....	0	0	0
(g) Burglary.....	0	1	0
(h) Motor vehicle theft.....	0	1	0
(i) Arson.....	0	0	0
(j) Hate crimes .....	0	0	0
<b>Arrests</b>			
(k) Weapons possession.....	0	0	0
(l) Drug law.....	0	0	0
(m) Liquor law .....	0	0	0
<b>Referrals</b>			
(n) Weapons possession.....	0	0	0
(o) Drug law.....	0	0	0
(p) Liquor law .....	0	0	0

**2. Disclosure of Policy Statements**

- (a) Does Lexington Theological Seminary have statements addressing:
  - (1) Procedures for reporting crimes and other emergencies, specifically including:
    - (a) Timely warnings? Yes. Procedure in place, not yet published in handbooks.
    - (b) Reporting crimes on a voluntary, confidential basis? Yes. See Student Handbook

- (c) Preparing the annual security report? Yes.
  - (d) Titles of persons or organizations to whom crimes should be reported? Yes. See Student Handbook
- (2) Policies concerning the security of, and access to, campus facilities, including campus residences, and security considerations used in the maintenance of campus facilities? Yes. See Student Handbook for Procedures, *Quad Notes* for updates.
- (3) Policies concerning campus law enforcement, specifically including:
- (a) Enforcement authority of security personnel? Not Applicable, no on-campus security personnel
  - (b) Working relationship with state and local police agencies? Not Applicable. No on-campus security personnel.
  - (c) Arrest authority of security personnel? Not Applicable. No on-campus security personnel.
- (4) Policies and procedures encouraging accurate and prompt reporting of all crimes to campus police and local police? Yes, see Student Handbook.
- (5) Policy encouraging pastoral and professional counselors, if allowed by institution, to inform clients of voluntary, confidential crime reporting procedures? No formal policy. Professional counselors are expected to do this as part of their counseling responsibilities.
- (6) Programs to inform students and employees about campus safety procedures and to encourage students and employees to be responsible for themselves and others with regard to safety, specifically including:
- (a) Types of programs? Yes, convocations, new student orientations, e-mail updates and *QuadNotes* memoranda.
  - (b) Frequency of programs? Convocations periodically, new student orientation annually, *QuadNotes* as required.
- (7) Programs to inform students and employees about crime prevention? Yes. Convocations, new student orientation, staff meetings, *Quad Notes*, also University of Kentucky information sharing..
- (8) Policy concerning monitoring and recording student off-campus criminal activity through local police, including student organizations with off-campus housing? No.
- (9) Alcohol policy? Yes. See Student Handbook.
- (10) Drug policy? Yes. See Student Handbook.
- (11) Description of drug or alcohol abuse education programs (may cross-reference HEA materials)? No, referrals to outside programs are made as necessary.

- (12) Sexual assault programs to prevent sexual offenses and procedures if an offense occurs, specifically including:
  - (a) Description of relevant educational programs? No
  - (b) Procedures students should follow if sexually assaulted, specifically including:
    - (i) Procedures regarding whom to contact? Yes, see Student Handbook.
    - (ii) Importance of preserving evidence? No.
    - (iii) To whom the offense should be reported? Yes, see Student Handbook.
  
- (13) Information on a student's option to notify law enforcement authorities, specifically including:
  - (a) Campus and local police? Yes, see Student Handbook
  - (b) Statement that institution will assist the student with notification, if desired? No. Not specifically spelled out but practiced as a matter of course.
  
- (14) Notification to students of on-and-off campus sex offender victim services? No
  
- (15) Notification that institution will assist victim with changes in academic and living arrangements if desired and if available? No formal procedure, however, accommodations are made to address changes student status/needs whenever requested and in whatever way feasible.
  
- (16) Procedures for disciplinary action for alleged sex offenses, including a clear statement that:
  - (a) Accuser and accused are entitled to same opportunities to have others present during a disciplinary proceeding? Yes. See Student Handbook.
  - (b) Accuser and accused must be informed of outcome of any institutional disciplinary proceeding alleging a sex offense? Yes. See Student Handbook
  
- (17) Sanctions the institution may impose following a final determination of a sex offense disciplinary proceeding? Yes. See Student Handbook
  
- (18) Statement advising campus community where law enforcement agency information provided by state concerning registered sex offenders may be obtained? No.

**3. Minger Reporting System for the Kentucky Council on Post Secondary Education and Lexington Theological Seminary**

- 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)

The policy of the Lexington Theological Seminary (LTS) should a safety or security incident occur on its campus that has a direct bearing on the safety of students and/or employees, an alert will immediately be disseminated from the Seminary's Business Office to the institution's community. Information on the type, date, time, and location of the incident will be given along with recommended safety practices and procedures related to the incident. The information will be posted in residence halls, administrative building, and all common gathering areas. The information will also be placed on the LTS's internal web page as well as sent as an alert notice via electronic mail. The alert will urge the LTS community to seriously heed the notice. All individuals in the Seminary's community may report an incident through the Business Office as well as local or state police.

In accordance with state and federal laws a campus crime log is maintained in the Business Office and is available to the public through its web site. At the end of the calendar year an annual Minger Act Report listing all incidents is placed on the LTS web site and is submitted to the appropriate authorities.

As an additional precaution, important information disseminated by the University of Kentucky security department regarding crime and safety in their (nearby) campus is also disseminated to the Lexington Theological Seminary students and employees by LTS campus security authority personnel.

- 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

The Seminary provides all new and returning students a notification that lists the institution's residential halls describing each building's level of fire suppression. Residents are required to acknowledge receipt of this notice for their housing assignment through signing a form that describes the level of fire suppression system before they move into the building. The signed form is on file in the Business and Registrar's Office.

- c. 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 procedures for alerting safety and emergency personnel of the location of students with disabilities.

Residence hall rooms are available for students who need first-floor accessible accommodations due to a disability or chronic health problem. Students are asked to notify the Seminary of their special accommodation requirements at the time they apply for student housing. The Business Office reviews the request and, if necessary, will consult with the Academic Dean before making the housing assignment. The information regarding the Seminary's accessible housing policy is contained both in the Student Handbook and the Seminary's web page.

For safety purposes, students assigned accessible housing have their room location identified and on record with the Business Office, the Director of the Physical Plant, and the local fire company.