



MICHIGAN  
*College of Beauty*

Annual Security Report

August 30, 2017

5620 Dixie Hwy.

Waterford, MI 48329

248-623-9494

[michigancollegeofbeauty.com](http://michigancollegeofbeauty.com)

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## Campus Security Information

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act requires all colleges that participate in Federal Financial Aid programs keep as well as disclose any and all information about crime on and near their respective campuses. The VAWA (Violence Against Women Act) amended the Clery Act that requires institutions to compile statistics for the number of incidents of dating violence, domestic violence, sexual assault, and stalking as well as to include certain policies, procedures, and programs pertaining to these incidents in this report.

Campuses are not to take retaliatory actions against anyone with respect to the implantation of any provision of the Jeanne Clery This information is required under Public Law 102-26. The following data will provide you with campus security policies and statistics concerning occurrence of criminal offenses on campus. Michigan College of Beauty has no dorms on campus and does not recognize any off-campus student organization that would be covered under this act. You may request a copy of the Annual Security Report in writing from the Director. The Annual Report is updated annually and be distributed to current and future prospective students prior to enrolling. The report will also be available on our website [michigancollegeofbeauty.com](http://michigancollegeofbeauty.com).

### Director Contact Information:

Deanna Dereere

[Deanna@michigancollegeofbeauty.com](mailto:Deanna@michigancollegeofbeauty.com)

248-623-9494

(Preserving evidence for proof of a criminal offense is very important)

The purpose and authority of campus personnel is limited to securing the premises and protecting the facility. The enforcement authority of campus personnel is limited to enforcement of campus rules and regulations. Incidents that go beyond the scope of campus personnel are referred to and investigated by local law enforcement agency.

All crimes that are reported will be posted on the MCB bulletin board in a timely manner. To ensure accurate and prompt reporting of all crimes, authorized administrative personnel will take a full written statement from all involved parties as well as witnesses at all reported emergency or criminal incidents. The written statements are included as part of a written report and such statements may be used by personnel and local/state law enforcement authorities for the purpose of criminal apprehension and/or crime prevention. Criminal incidents may also be reviewed by the institutions administrative staff for the purpose of disciplinary actions. All students are informed about campus security procedures and practices during their orientation process at MCB. Everyone should remember that personal safety begins with you. When walking on campus, be aware of who and what is around you. Try not to walk alone and avoid streets and secluded pathways or alleys. The following should be considered:

- Do not carry substantial amounts of Cash.
- Do not leave books or personnel property unattended in school.
- Report suspicious individuals
- At night always walk in groups of at least 2
- Stay on the main walkway avoid secluded streets
- Keep your vehicle in good condition. Always lock your car and remove all packages and valuables. Park in a well-lit area.
- Always lock your vehicle and secure valuables.
- Have your keys in hand before you reach the vehicle.
- Check the interior of your vehicle prior to entering.
- If you believe you are being FOLLOWED do not drive home, stay on busy streets and drive to police department.
- Keep lockers locked at all times.
- Always carry your picture ID.
- Be aware of your surroundings.
- Let someone know where you are and when you will be finished.
- Avoid dangerous situations.
- Always keep your keys in your possession as keys can be duplicated.
- Report all thefts immediately.
- If you observe an individual in an improper restroom, leave immediately and call police and/or let the Director know as soon as possible.

## Sexual Misconduct Policies and Procedures

Michigan College of Beauty does not discriminate on the basis of sex, race, age, color, ethnic origin, or religion. Clients and students have the right to be free from all forms of gender and sex based discrimination, examples of which include acts of sexual assault, sexual harassment, domestic violence, dating violence, sexual exploitation and stalking. All students, clients and staff are expected to conduct themselves in a manner that does not infringe upon the rights of others.

This Policy governs sexual misconduct involving students that occurs on school property. The policy applies to all students, staff, and clients while on the school property regardless of the persons gender, gender identity, sexual orientation, age, race, nationality, religious beliefs. We encourage victims of sexual misconduct to talk to somebody about what happened, so the victims can get the support they need and that the school can respond accordingly.

This policy prohibits all forms of sexual misconduct.

## Information About Registered Sex Offenders

Counseling for sexual offense victims and sexual assault prevention programs are available. If any disciplinary proceedings are held in case of any alleged sex offenses regarding rape, acquaintance rape, or other forcible or non-forcible sex offenses, both the accuser and the accused have the opportunity to have others present. Both the accuser and the accused will be informed of MCB's final determination of any institution disciplinary proceeding and may sanction imposed against the accused.

The Campus Sex Crime Prevention Act requires colleges to disclose to its students the location of sex offender registries and the campus community where state law enforcement agency information regarding registered sex offenders may be obtained. The act also requires registered sex offenders to provide notice of any campus of higher education in which the offender is employed, carries on a vocation, or is a student to state officials. Information can be obtained on the registered sex offenders of the campus community at [www.sexoffender.com](http://www.sexoffender.com) as well as [www.watchdog.us](http://www.watchdog.us)

Students who are subject to an involuntary civil commitment, after completing a period of incarceration for a forcible or non forcible sexual offense, are ineligible to receive a Federal Pell Grant.

MCB is in compliance with the Drug Free Schools and Communities Act of 1989 Public Law 102-26. All students and employees should refer to the "Drug & Alcohol Prevention Package" given to each student at orientation for information concerning the campus policies and individual responsibilities required under the act.

<i>Year/Incident</i>	<i>2016</i>	<i>2015</i>	<i>2014</i>
	0	0	0
Aggravated Assault	0	0	0
Arson	0	0	0
Burglary	0	0	0
Forcible Sex Offenders	0	0	0
Motor Vehicle Theft	0	0	0
Murder Non Negligent Manslaughter	0	0	0
Non Forcible Sex Offences	0	0	0
Robbery	0	0	0

## Crime Awareness and Prevention

- All new employees and students are instructed on crime awareness during orientation. This will include the description of the Campus Security Policy and Procedures for reporting any criminal activity or emergency. Students are required to follow school recommendations to protect their own personal property, and are also encouraged to report and suspicious activity.

- Prospective students and employees are provided a summary of the schools Policies and Procedures to prevent crime on school property via catalog. This information is readily available upon request.
- Michigan College of Beauty does not maintain any off campus organizations.

## **Title IX Coordinator**

Michigan College of Beauty Title IX Coordinator, Deanna Dereere is responsible for monitoring and overseeing the school's compliance with Title IX and the prevention of sexual harassment, sexual misconduct and discrimination.

- Knowledgeable of Michigan College of Beauty's policies and procedures and relevant state and federal laws:
- Available to advise any individual, including a complainant, respondent, or third party, about school and community resources.
- Available to provide assistance to any school employee regarding how to respond appropriately to a report of Title IX related prohibited conduct and related retaliation.
- Participates in ensuring the effective implementation of this policy, including monitoring compliance with all procedural requirements, record keeping, and timeframes, as well as the responsibility of overseeing training, prevention, and education efforts and annual reviews of climate and culture.

Inquiries or concerns may be directed to the Title IX Coordinator:

Deanna Dereere

[deanna@michigancollegeofbeauty.com](mailto:deanna@michigancollegeofbeauty.com)

248-623-9494

## **Standards of Conduct for a Drug Free Campus**

1. Michigan College of Beauty, hereafter referred as "this institution", has a policy of maintaining a Drug Free Workplace. All students and employees are hereby notified that the unlawful manufacture, distribution, dispensing, possession or use of controlled substances (drugs and alcohol) is prohibited in this institution's Campus/Workplace. The workplace for this institution is defined in paragraph 2 below.

2. In compliance with the Drug Free Workplace Act of 1988, the institution's "Campus/Workplace" consists of the following locations:

- The entire college/salon facility and its parking lot.
- Any location used for an offsite school function, i.e., competition, hair show, graduation, etc.

Non compliance with the terms in paragraph 1 (above) may result in the following actions being taken by this institution.

- Notification to proper law enforcement agencies.
- Termination of enrollment/employment.

### **All students and employees must read and understand the following statement:**

I understand that Michigan College of Beauty, by participating in Title IV Federal Funds Programs, must establish a policy of a Drug Free Campus/Workplace, and as a student/employee of Michigan College of Beauty, I acknowledge and agree to abide by the terms in Paragraph 1, above.

I must notify the school Director/Owner of any criminal drug statue conviction of a violation occurring in the campus/workplace no later than 10 days after such conviction.

I understand that this institution has established a Drug Free Awareness Program to inform students and employees about:

1. The dangers of drug abuse in the campus/workplace.
2. The institution's policy of maintaining a Drug Free Campus/Workplace.
3. Any available drug counseling, rehabilitation, and student/employees assistance programs.
4. The penalties that may be imposed upon students/employees for drug abuse violations occurring in the campus/workplace. If a student is convicted of any criminal drug activities, enrollment will be terminated at that time. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any activity with Michigan College of Beauty, the student must report the conviction, in writing within 5 calendar days of the conviction to the Director of Michigan College of Beauty.

## **Drug-Free Campus Alcohol & Drug Policy**

Michigan College of Beauty is in compliance with the Drug Free Schools and Communities Act of 1989 (Public Law 101-226). All students and Employees should refer to the Drug & Alcohol Prevention Information “ given to each student prior to Enrollment for information regarding the school’s and individual’s responsibilities required under the act.

The National Minimum Drinking Age Act of 1984 required all states to raise their minimum purchase and public possession of alcohol to age 21.

## **Drug and Alcohol Abuse Prevention**

In agreement with the Drug Free Workplace Act of 1988 and the Drug Free Schools and Communities Act Amendments, Michigan College of Beauty, supplies a Drug Free Schools and Workplace information package to each student during the orientation process. The package provides a description of the legal sanctions under state and federal law for unlawful possession, use, or distribution of illegal drugs and alcohol, a description of health risks associated with the use of illegal drugs and abuse of alcohol. It also includes a list of any drug alcohol counseling, treatment, and rehabilitation programs that are available to students.

## **Drug and Alcohol Awareness**

### **Description of Health Risks Associated with Alcohol**

Alcohol consumption causes a number or marked change in behavior. Even low doses significantly impair the judgement and coordination required to drive a car safely. Low to moderate doses of alcohol may cause marked impairments to higher mental functions severely altering a person’s ability to learn and remember information. Very high doses may cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described.

Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdraw symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life threatening. Long term consumption of large quantities of alcohol particularly when combined with poor nutrition, can also lead to permanent damage to your organs, such as your brain and liver. Mother who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. Research has indicated the children with alcoholic parents are at greater risk of becoming alcoholics than other children.

## **Building Emergency Plan**

The Building Emergency Plan establishes the procedure for all students/ employees in the case an emergency should occur at Michigan College of Beauty. This plan is simple and should be followed by staff students in the building to ensure a safe evacuation from the building.

- A provision for immediate notification of the school upon confirmation of a significant emergency and or dangerous situation involving an immediate threat to the health and safety of staff and students.
- Procedures for testing the plan on an annual basis.
- Procedures for disseminating updated emergency information, which explains how this information will be communicated to the school and members of the community on a regular basis.

## **Fire and Other Indoor Emergency**

The following steps are to be followed in this sequence:

1. Alert students/employees and clients that there is a fire or other emergency.
2. The Director/Senior Instructor should dial **911** immediately. Confirm and advise them that there is a fire or other emergency. If time allows describe the nature and location of the fire within the building.
3. Make sure ALL clients and students/employees have evacuated the building safely, if deemed necessary.

4. If the fire is small, use the portable extinguisher located nearest to the incident in the building. These are all purpose extinguishers.
5. If the fire is large, and time permits, shut down all electrical appliances and equipment. Close all exterior doors as you exit but DO NOT lock them.
6. Exit the building and move to the far side of the parking lot, Sidewalk near Waterford Village Plaza sign, so the person in charge can confirm that everyone has exited the building safely. The person in charge should assign one person to meet with the responding fire department to allow for quick entry into the building.

## **Tornado/Storm and other Outdoor Emergency**

1. Electrical Storm: The person in charge will determine as to whether electrical equipment and appliances should be turned off.
2. Tornado: Assuming there is sufficient warning, shut off all electrical equipment and appliances and evacuate all students, employees and clients. If there is not sufficient notice, take shelter immediately in the esthetic room, stay away from windows and glass to avoid danger and injury.

## **Chemical Spill**

1. Close down all operations and ask all persons to evacuate.
2. If time permits shut down all electrical equipment and appliances.

## **Campus Emergency Notification**

In the event of an emergency the director will post a campus wide emergency notification. The decision to issue an emergency notification and what information to post will be made on a case by case basis by the director. The director will be responsible for confirming the significance, danger and immediate threat to the safety and security of Michigan College of Beauty. This emergency notification will be made without delay unless issuing a notification will in the professional judgment of the responsible authorities compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency. In such a case, the notification may be delayed. Any notifications to the larger community will be authorized by the director. For a dangerous situation and immediate threat, the students, faculty, staff, and visitors will be directed to a safe location. Communication of the emergency notification may include any or all of the following options: e-mail, messaging, emergency phone alert system, college website, verbal communication, posted notices in buildings and/or local media. Regular updates and notifications will be sent in the same and/or additional methods as the original message.

## **Timely Warnings**

Timely warnings are required for the crimes specific to the Clery Act including violent crimes as well as any threat to persons or property. Depending on the particular circumstances of the crime a timely warning may be issued. The decision to issue a timely warning will be made on a case by case basis. Michigan College of Beauty will use multiple resources to collect information that may necessitate a timely warning. Information obtained at the campus, or while monitoring police radio transmissions, as well as police incident reports sent to us by our neighboring jurisdictions provides the information we need to determine if there is a threat to our campus requiring a timely warning. The Director will determine what type of information will be included in the timely warning, and will likewise be responsible for issuing the warning. Various methods will be used to communicate with students, faculty, staff and visitors of a timely warning. These methods may include any or all of the following options: e-mail, text messaging, emergency phone alert system, college website, verbal communication, posted notices in buildings and/or local media.

## **Crime Log**

Michigan College of Beauty maintains a Crime Log that records, by the date the alleged crime was reported, any crime that occurred on campus, or on public property. Information will be updated within two days of the of the crime being reported regardless of how much time has passed the actual crime was committed. Information that is prohibited by law or would jeopardize the confidentiality of the victim will not be included in the Crime Log. The Director is responsible for maintaining the Crime Log.

The Log Includes:

- Date of Entry
- Incident Report Date
- Date and time of the crime
- Nature/type of crime/complaint
- General location of the crime.

## Reporting Crimes

Should you witness a crime or are a victim of a crime, MCB requests that you follow this procedure:

- During school hours, notify the Director and or local police department immediately.
- Refer to the phone numbers listed on the “Campus Security Statistics” Summary.
- If a crime occurs during non-school hours and no staff members are available, notify the local police department immediately and the school Director as soon as possible during the school’s regular business hours.
- The Director will determine if the incident can be handled on site, if not he/she will contact the appropriate local authorities.

## Crime Information Crime Incidents by Type

- Criminal Homicide
  - Murder/Non-Negligent
  - Negligent
- Sexual Assault
- A) Forcible Sex Offenses by Type
  - Forcible Rape
  - Forcible Sodomy
  - Sexual Assault with an Object
  - Forcible Fondling
 B) Non Forcible Sex Offenses by Type
  - Incest
  - Statutory Rape
- Consent
- Bystander Intervention
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- Hate Crimes
  - Larceny/Theft
  - Simple Assault
  - Intimidation
  - Destruction/Damage/Vandalism of Property
- Law Violations**
  - **Weapons Possession**
  - **Drug law Violation**
  - **liquor law Violation**
- Domestic Violence**
- Dating Violence**
- Stalking**

## Definitions For Crimes

(Defined by the FBI Uniform Crime Report)

- CRIMINAL HOMICIDE:** These offenses are separated into two categories: Murder Non-Negligent Manslaughter and Negligent Manslaughter.
  - Murder and Non-Negligent Manslaughter: The willful (non-negligent) killing of one human being by another.
  - Negligent Manslaughter: Killing of another person through gross negligence.
- SEXUAL ASSAULT:** An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's UCR program.



3. **FORCIBLE SEX OFFENSES:** Any sexual act directed against another person, forcibly and/or against the person's will; not forcibly or against the person's will when the victim is incapable of giving consent. There are four types of forcible sex offenses:
  - Forcible Rape - The penetration, no matter how slight, of the vagina, or anus with any body part, or object, or oral penetration by a sex organ of another person without consent of the victim including instances where the victim is incapable of giving consent because of his or her age or because of his or her temporary or permanent mental incapacity.
  - Forcible Sodomy - Oral or anal sexual intercourse with another person, forcibly and or against the person's will.
    - 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 the person's will including instances where the victim is incapable of giving consent because of his or her age or because of his or her temporary or permanent mental incapacity.
  - Forcible Fondling - The touching of the private parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his or her age or because of his or her temporary or permanent mental incapacity.
    - NON-FORCIBLE SEX OFFENSES: Unlawful, non-forcible sexual intercourse. There are two types of offenses included in this definition:
      - Incest - Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
      - Statutory Rape - A non-forcible sexual intercourse with a person who is under the statutory age of consent.
4. **CONSENT:** Consent is a voluntary agreement to engage in sexual activity. The absence of "no" is not consent. Silence or an absence of resistance does not imply consent. A verbalized "yes" that is coerced does not constitute a freely given "yes". Individuals who consent to sex must be able to understand what they are doing. A person may not be able to give consent if: they are under the age of 16, if they are legally mentally incapable, mentally incapacitated or physically helpless. This may include impairment due to drug or alcohol use. Someone who is incapacitated cannot consent. Consent can be given by words or actions, as long as those words or actions create mutually understandable clear permission regarding willingness to engage in (and the conditions of) sexual activity. Consent to one form of sexual activity does not imply consent to any other forms of sexual activity. Previous relationships or prior consent does not imply consent to further sexual acts. Consent to engage in sexual activity with one person does not imply consent to engage in sexual activity with another. Consent can be withdrawn at any time. Coercion, force or threat of either invalidates consent.
5. **BYSTANDER INTERVENTION:** The term bystander intervention refers to safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene in situations of potential harm when there is a risk of domestic violence, dating violence, sexual assault, or stalking against a person other than the individual. Effective bystander intervention training prepares participants to recognize situations of potential harm, overcome barriers to intervening, identify safe and effective intervention options, and take action.
6. **ROBBERY:** 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.
7. **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.
8. **BURGLARY:** The unlawful entry of a structure to commit a felony or theft.
9. **MOTOR VEHICLE THEFT:** Motor Vehicle Theft includes the theft or attempted theft of a motor vehicle.
10. **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 or another, etc.
11. **HATE CRIMES:** A hate crime is a criminal offense committed against a person or property which is motivated in whole or in part by the offender's bias. Bias is a performed negative opinion or attitude toward a group of persons based on their race, gender, religion, disability, sexual orientation or ethnicity/national origin.
  - LARCENY/THEFT: The unlawful taking, carrying, leading, or riding away of property from the possession, or constructive possession of another.
  - 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.
  - 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.

- **DESTRUCTION/DAMAGE/VANDALISM OF PROPERTY:** To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control of it.

12. **LAW VIOLATIONS:**

- **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.
- **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 in relation to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.
- **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.

13. **DOMESTIC VIOLENCE:** A felony or misdemeanor crime of violence committed by any of the following individuals:

- A current or former spouse or intimate partner of the victim; or
- A person with whom the victim has a child in common; or
- A person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; or
- A similarly situated to a spouse of the victim under the domestic or family laws of the jurisdiction in which the crime of violence occurred; or
- Any other person against an adult or youth victim who is protected under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred

14. **DATING VIOLENCE:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

- The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- For the purpose of this definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- Dating violence does not include acts covered under the definition of domestic violence.

15. **STALKING:** Engaging in a course of conduct directed at a specific person that would cause a reasonable to:

- Fear for the person's safety or the safety of others; or
  - Suffer substantial emotional distress
- For purposes of this definition:
- Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by an action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
  - Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
  - Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

2017 Annual Security Report

I, \_\_\_\_\_ have received a copy Michigan College of Beauty's Annual Security Report.

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Student's Name	Signature	Date
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Director Signature	Date
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